

MEMORANDUM

To: MCWD Board of Managers
From: Becky Christopher
Date: July 16, 2015
Re: 2016 Work Plans – Planning and Permitting

Purpose:

This memorandum provides a summary of all work plans under the Planning and Permitting Division including a brief description of program activities, a list of notable changes (>\$10,000) from the previous year's budget, and a summary of the overall budget and levy impact as compared to the previous year. Work plans summarized in this memo include the following:

- Programs:
 - Permit Administration (2001)
 - Planning and Projects (2002)
 - Project Maintenance and Land Management (2003)
 - Land Conservation (2004)
 - Land Restoration (2005)
 - Habitat Restoration Initiative (2006)
- Projects:
 - Six Mile Marsh Prairie Restoration (3106)
 - Minnehaha Falls/Gorge (3120)
 - Minnehaha Creek Reach 19-21 (3133)
 - Steiger Lake Wetland Restoration (3135)
 - Turbid-Lunsten/Six Mile Creek (3139)
 - Taft/Legion Improvements (3140)
 - Minnehaha Creek Reach 14 Stabilization (3141)
 - Long Lake Creek Corridor Projects (3142)
 - 325 Blake Rd Stormwater Management (3145)
 - Cottageville Park (3146)
 - 54th St. Stream Restoration (3147)
 - FEMA Flood Repairs (TBD)
 - Meadowbrook Golf Course (TBD)
 - Highway 101 Causeway (TBD)
 - Powell-Meadowbrook Stormwater (TBD)

Summary:

Permitting

The Permitting Department continues to efficiently and effectively administer District rules through permit application review and field compliance. In 2016, department efforts will be focused on increasing permit administration efficiency, improving field compliance, and achieving better outcomes through partnership than through regulation alone. Within these areas of focus, multiple initiatives will be pursued, enabling the department to provide exceptional customer service while increasing natural resource protection opportunities through strategic partnership with the development community. To support this focus, department funds are being allocated towards the development of partnerships through proactive planning, technical and legal analysis, and solution development.

In addition, historic analysis of department budgets has revealed a consistent pattern of being over budget due to higher than anticipated engineering and legal expenses necessary to competently administer the program. In 2016, additional funds are proposed to address this historic gap and to reflect the increasing development and redevelopment pressure observed across the District.

Planning & Projects

The 2016 work plan for the Planning & Projects program is generally consistent with the previous year's work plan. The primary activities for 2016 include the development of the next generation Comprehensive Plan and project development in the District's two focal geographies: Minnehaha Creek Greenway and Six Mile Creek (budgeted under fund 3139).

In prior years, the program allocated \$100,000 to "Board Directed Planning" to provide funding to respond to unanticipated project opportunities. While the purpose for these funds remains the same, the 2016 work plan refers to these funds as "Responsive Track Planning" to reflect the District's new two-track approach.

The 2016 work plans for capital projects include ongoing design, construction, and maintenance activities for several previously ordered projects as well as new projects that will be initiated in 2016:

- FEMA Flood Repairs
- Meadowbrook Golf Course
- Highway 101 Causeway
- Powell-Meadowbrook Stormwater
- 325 Blake Road – Lake Street Diversion

Project Maintenance and Land Management

Project Maintenance and Land Management will engage in the management of District land and capital improvements. Efforts in 2016 will include changes in contract management, expanding the "10 Site Vegetation Management Contract" to include a total of 23 former capital projects and District lands. Contracts for vegetation management will group sites with similar habitat types and geographical proximity to provide increased efficiency within contracts.

Pursuant to routine stormwater facility surveys conducted in 2015, the Gleason Lake ponds (2 and 3) will be dredged in the winter of 2016. Staff will also conduct a thorough inspection of the Grays Bay Dam structure to determine necessary maintenance.

2014 flood damaged sites will be repaired in 2016-2018. These repairs will be funded by FEMA and are managed under a separate work plan and budget.

Land Conservation and Restoration

The Land Conservation and Restoration program will achieve its objectives, of conserving, maintaining and enhancing green infrastructure, within a two track approach (focus and responsiveness) as outlined below:

- Focused acquisitions integrated, through multijurisdictional partnerships, into strategic capital project planning efforts, land-use planning and other public and private goals, as guided by the *Balanced Urban Ecology* policy.
- Responsive acquisitions and technical assistance in areas of land conservation techniques – conservation subdivision planning, model ordinance development, financial strategies and available programs outside of MCWD – to promote land stewardship at a private level.

Through the model of focus and responsiveness program implementation remains active District wide and is facilitated through programmatic activities that are integrated with land use planning. Program activity occurs within and is coordinated between the Planning Department, Project & Land Management Department, Permitting Department, and Cost Share Department.

In recent years acquisitions have become increasingly focused within priority geographies, such as the Minnehaha Creek and Six Mile Creek subwatersheds. In 2016 program funds for acquisition will remain targeted within these geographies, while staff will continue filtering District-wide acquisition opportunities for Board consideration.

Acquisitions made through the Land Conservation and Restoration Program are supported by financing from Hennepin County in accordance with the 2006 Master Loan Agreement between both agencies. The total 2016 debt service (201B + 2011A + 2013B + Wells Fargo 2013) for Land Conservation will be \$3,018,379. The District services its annual debt from the Land Conservation fund (2004) which receives revenue from the annual tax levy.

Debt service detail is provided within the work plan.

Notable Changes (>\$10,000) for 2016:

**Note. All changes listed below are specific line items within program or project areas that are proposed to change in 2016 by more than \$10,000. Line item changes within program areas greater than \$10,000 do not necessarily mean a change to the bottom line budget for that program. These changes may reflect a shift in emphasis or priority within a specific program without change to the program's total budget.*

Other line item specific changes below \$10,000 are not listed. The total proposed budget change in each program area (including those less than \$10,000) are depicted in the headings below and again in the summary spreadsheet on the final page of this memorandum.

Permitting (+ \$65,000)

- Rules Administration + \$90,000
 - Adjusted to account for non-reimbursable cost of public project review.
- Policy and Partnership Development + \$50,000
 - Funds allocated to proactive planning and partnership development to achieve greater natural resource benefits.
- Field Monitoring & Compliance
 - Vehicles: - \$15,000
 - Vehicle expenses will be relocated to the General Operations Fund (1002) for District fleet vehicles. This is a simple relocation of a budgeted line item and represents zero overall impact to the District's budget.
 - Personnel: - \$33,779
 - Budgeted wages for the Permit Clerk will be relocated to the General Operations Fund (1002) to consolidate the District's personnel budget in one location. This is a simple relocation of a budgeted line item and represents zero overall impact to the District's budget.
- Department Specific Technology
 - GIS/Database: - \$15,000
 - \$15,000 will be relocated to the IT Fund (1003) for collective development of GIS mapping and database needs. This is a simple relocation of a budgeted line item and represents zero overall impact to the District's budget.
 - Personnel: - \$12,907
 - Budgeted wages for the Technical Support Services Specialist will be relocated to the General Operations Fund (1002) to consolidate the District's personnel budget in one location. This is a simple relocation of a budgeted line item and represents zero overall impact to the District's budget.

Planning & Projects (- \$19,000)

- Comprehensive Plan Development + \$20,000
 - Increased budget for consultant assistance with Plan drafting.
- Education/Communications - \$20,000
 - Funds for signage and mailings is budgeted for in Education and Communication Program funds and individual project funds as needed.
- Personnel - \$12,907
 - A portion of the budgeted wages for the Technical Support Services Specialist were previously charged to the planning program fund and will be relocated to the General Fund to consolidate the District's personnel budget in one location. This is a simple relocation of a budgeted line item and represents zero overall impact to the District's budget.
- GIS/Database: - \$5,500
 - \$5,500 will be relocated to the IT Fund (1003) for collective development of GIS mapping and database needs. This is a simple relocation of a budgeted line item and represents zero overall impact to the District's budget.

Project Maintenance & Land Management (PM&LM) (- \$38,800)

- Vegetation Maintenance + \$21,000
 - Six Mile Marsh Prairie Restoration will be coming out of the warranty phase, and ongoing management will be funded through the PM&LM budget as opposed to its original capital project budget. Other former capital projects that had management activities funded through the Land Restoration budget will now be funded through the PM&LM budget.
- Stormwater Facility Maintenance and Stormwater Pond Surveys + \$33,200
 - Two stormwater ponds require maintenance in 2016. The budget also includes funding to complete the next round of pond surveys for possible maintenance in 2016-2017.
- Gray's Bay Dam Inspection and Maintenance + \$10,000
 - Maintenance to the dam was last performed in 2009, and staff has identified the need to again perform an inspection and maintenance on the structure's gear boxes, lift cables, and seals.
- Engineering, Legal, and Technical Services + \$30,000
 - The need for engineering and legal services to plan repair work and enter into access agreements will require additional assistance from the District engineer and legal counsel.
- Equipment and Supplies - \$15,000
 - Major equipment purchases including automatic creek flow monitoring equipment were made in 2015, and equipment needs for 2016 are minimal.
- FEMA-funded flood repair work - \$100,000
 - The 2014 flood-related repairs funded by FEMA will be managed under a separate budget. These funds have been transferred out of the PM&LM budget.
- Database: - \$10,000
 - \$10,000 will be relocated to the IT Fund (1003) for collective development of GIS mapping and database needs. This is a simple relocation of a budgeted line item and represents zero overall impact to the District's budget.
- Vehicles: - \$8,000
 - Vehicle expenses will be relocated to the General Operations Fund (1002) for District fleet vehicles. This is a simple relocation of a budgeted line item and represents zero overall impact to the District's budget.

Land Conservation (+ \$252,946)

- Interfund loan repayment + \$29,781
 - An interfund loan was made to the Reach 20 project in 2014 and is being paid back through an annual levy into the Land Conservation fund over 5 years. This year's levy amount has been adjusted based on final Reach 20 project costs.
- Debt service +\$223,165
 - Increased according to the District's debt service schedule.

Land Restoration (- \$107,000)

- Creekside Trail Culverts + \$63,000
 - Cost to upsize two driveway culverts along Painter Creek in exchange for conservation easements over South Katrina Marsh.
- Property Surveys + \$15,000
 - Mark District property and easement boundaries.
- Painter Creek Master Plan - \$50,000
 - Money allotted for specific management activities at each property have been budgeted in the Project Maintenance & Land Management budget. Other former capital projects that had management activities funded through the Land Restoration budget will now be funded through the PM&LM budget.
- Land Restoration Vegetation Management Activities - \$118,000
 - Former capital projects that took place on District lands that had management activities funded through the Land Restoration budget will now be funded through the PM&LM budget.

Capital Projects (- \$707,627)

- Ongoing Capital Projects:
 - Six Mile Marsh Prairie Restoration +\$113,706
 - Implementation of trail and signage.
 - Minnehaha Falls/Gorge - \$200,000
 - \$50,000 held assigned for project close-out. Remaining funds will be transferred out for levy reduction. Ongoing maintenance will be funded through PM&LM fund.
 - Minnehaha Creek Reach 19-21 - \$160,034
 - Construction is complete and project is moving in maintenance phase.
 - Turbid-Lunsten/Six Mile Creek - \$25,580
 - Removed funds for water quality sampling by consultant. Additional sampling sites have been taken over by District monitoring staff.
 - Minnehaha Creek Reach 14 - \$81,200
 - Flood repairs are complete and project is in maintenance phase.
 - Long Lake Creek Corridor Restoration - \$674,714
 - Construction is complete and project is moving into maintenance phase.
 - Steiger Wetland Restoration - \$5,000
 - Project will enter its third and final year of warranty maintenance in 2016.
 - Blake Road Stormwater Management - \$833,700
 - Powell Rd diversion will be completed in 2015. Lake St. diversion will be completed in 2016.
 - Cottageville Park - \$458,176
 - Phase 1 of construction will be completed in 2015. Phases 2 and 3 will be constructed in 2016.

- New Capital Projects:
 - FEMA Flood Repairs +\$140,000
 - New fund established for implementation of FEMA-funded flood repair work.
 - Meadowbrook Golf Course +\$280,000
 - Project ordering anticipated later in 2015. 2016 budget assumes project will be financed by Minneapolis Park and Recreation Board with debt service paid by the District over 10-year term.
 - Highway 101 Causeway +\$800,000
 - Project has been ordered. Per Board direction, half of the funds will be levied in 2016 and half in 2017.
 - Powell-Meadowbrook Stormwater Management (Japs) +\$594,200
 - Project ordering anticipated later in 2015.

Financial Implications:

The table below is an executive summary of the proposed 2016 budget and levy as compared to 2015:

Program	2015 Budget	2015 Levy	2016 Budget	2016 Levy
Permit Administration	\$265,000	\$239,858	\$330,000	\$301,064
Planning & Projects	\$591,000	\$121,702	\$572,000	\$379,116
Project Maint. & Land Mgmt	\$466,000	\$156,560	\$427,200	\$235,907
Land Conservation	\$2,765,423	\$2,765,423	\$3,018,369	\$2,795,204
Land Restoration	\$196,000	\$25,413	\$89,000	\$-
Habitat Restoration Initiative	\$17,423	\$127	\$15,863	\$16,778
Capital Projects Total	\$4,255,025	\$1,215,977	\$3,547,398	\$923,104
Total	\$8,555,871	\$4,525,060	\$7,999,830	\$4,651,173

The total combined budget for these programs and projects for 2016 is \$556,041 lower than the 2015 budget. However, \$113,093 in expenses are being relocated to the General Operations and IT funds to consolidate personnel, information technology, and vehicle expenses. Consequently, the net change from the 2015 to 2016 budgeted expenses for the Planning and Permitting Division is a decrease of \$442,948.

On the revenue side, there is less projected carryover than last year resulting in a proposed levy increase of \$126,113 for the Planning and Permitting Division.

See enclosed work plans for more detail. If there are questions in advance of the meeting, please contact Becky Christopher at 952-641-4512 or bchristopher@minnehahacreek.org.

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Tom Dietrich

DATE: July 16, 2015

<u>Program</u>	Permitting Program (2101)
<u>Summary</u>	The Permitting Program protects and enhances natural resources within the Minnehaha Creek watershed through the administration of District rules, monitoring field compliance, and the development of policy, programmatic, and project solutions through strategic partnership across sectors.
<u>Location</u>	District-wide
<u>Description</u>	<p>Background: The Minnehaha Creek Watershed District’s permitting program protects and enhances natural resources through the administration of rules, monitoring construction for compliance, and through partnership to achieve greater natural resource outcomes than can be achieved solely through regulation.</p> <p>In addition to its own regulations, the District’s Permitting Program is also responsible for the implementation of the state Wetland Conservation Act (WCA) in 18 of its 29 communities, in close coordination with the Department of Natural Resources, the United States Army Corps of Engineers (USACE), the Board of Water and Soil Resources (BWSR) and Hennepin/Carver Counties.</p> <p>Historically the District has exhibited a strong technical competency in the administration of its water resource authorities. However, it has been consistently identified that advances in water management must begin to bridge the land-use water governance gap (Auditor, 2007; Initiative, 2009; Affairs, 2011; Agency, 2013). In 2013, the Minnesota Pollution Control Agency concluded that <i>“opportunities to address water-land-use connections have waned in recent decades,”</i> and that state water management goals can only be achieved by strengthening links to land-use. Moreover, a call was made for watershed district plans to increasingly acknowledge land-use driven issues and trends.</p> <p>Receiving over 600 permit applications annually, the District’s Permitting Program represents the organization’s front line in monitoring land-use change within its jurisdiction. Consequently, the Permitting Program has the potential to identify land-use trends, issues and opportunities, and to develop policy, partnership, project and programmatic solutions, augmenting the District’s brand as a national leader in watershed management.</p> <p>Recent examples of this potential include the Mader Wetland Bank. Recognizing the historic land-use water governance gap, District staff capitalized on an opportunity presented from early contact with a landowner to forge a multi-</p>

jurisdictional partnership between the local land-use authority, the landowner, the District, BWSR and the USACE. Through partnership the District worked with the local municipality to advance a land-use plan that increased density, expanded green space, improved water quality and created an opportunity for a 27 acre wetland bank, the first in MCWD, while creating a greater potential return on investment for the owners.

Building on this learning experience District staff are currently exploring a variety of other partnerships predicated on identifying creative regulatory solutions which achieve a greater degree of resource protection than would be obtained through reactive administration of the District's authorities.

Other opportunities are also being explored to position the District as a trusted advisor and regulator to the development community. These opportunities require the District to increasingly partner across water and land-use agencies to assimilate knowledge and authority into the District's processes, thereby streamlining it and providing a unique knowledge base.

For example, the incongruity between various wetland regulations prompted a discussion with the USACE acting Branch Chief regarding the potential to enter into a delegation agreement, streamlining federal wetland permitting at the District level. Such efforts, when coupled with increasing partnership strength with local land use authorities such as the new Memorandum of Understanding with the City of Victoria, position the District very early in the development process as a trusted advisor and necessary partner for private sector entities wishing to maximize investment potential.

Such efforts require focus and resources dedicated to evolving this program's framework through planning and policy development. Historically this program has been relatively under resourced considering its potential. Effective administration of the District's existing authority requires technical and legal analysis extensively coordinated with other public and private entities including the Department of Natural Resources, the United States Army Corps of Engineers, land-use authorities, transportation authorities, developers, etc. However, the historic budget and levy for this program has often failed to cover operating expenses, relying on end of year inter-fund transfers to manage budget deficits.

Moving forward it is recommended that the program begin to budget and levy according to the following priorities:

- Efficient administration of rules
- Effective field monitoring and compliance
- Proactively achieving greater resource outcomes than can be achieved through reactive regulation alone through planning, new policy initiatives and partnerships

Rules Administration (\$225,000):

The Permitting Program processes over 600 permits per year. Baseline administration of District Rules is core to the function of the program and consists of the following:

- Technical and legal analysis of permits for public and private projects District-wide. Engineering and legal cost associated with public projects are non-reimbursable and consist of approximately \$170,000 annually.
- Track and monitor land-use change through building formal relationships with Cities
- Administration of Wetland Conservation Act (WCA) for 18 communities within the MCWD, including agency coordination with the Corps. Of Engineers, Board of Water and Soil Resources, Counties, and local communities
- Management of financial assurances, declarations, and invoices
- Refinement and reconfiguration of permitting processes to improve administrative efficiency and streamline the permit application process.

The essential functions listed above represent the core responsibilities of the department. The refocused initiatives of the department targeting the water governance – land use gap have evolved this portion of the department beyond core responsibilities. In pursuit of comprehensive solutions to water governance issues, the department will continue to adapt its framework to administer permits with increasing efficiency and effectiveness to allocate additional staff time towards opportunity development.

In 2016 staff will be focusing on identification of efficiencies in permit administration and compliance through review of department data and metrics to prioritize and focus department resources. Determination of resource allocation will allow staff to identify areas to improve administrative function, customer service and maximize natural resource outcomes.

The department will, therefore, be focusing on the creation of public and private partnerships and strengthening relationships with local land-use authorities through yearly meetings, formal agreements and on-going coordination. This will be done in effort to track and monitor land-use change and identify opportunities for program efficiency through information sharing.

Identification of areas to increase efficiency will be accomplished through an internal analysis data of time allocation. To supplement efficiencies within the department, funds have also been allocated to technology improvements to efficiently assemble data and metrics.

Field Monitoring and Compliance (\$45,000):

The Permitting Department actively performs over 750 site inspections per year, assessing site compliance with District rules. The following outline the core responsibilities of the Department's compliance component:

- Central to the responsibilities of the Permitting Department is the monitoring of field compliance. Inspection and enforcement of active sites requiring a District permit;
- Identification of opportunities to partner with developers and municipalities to achieve a greater degree of compliance;
- Increase awareness of District requirements through outreach programs targeting City staff, developers, and builders;
- Staff training;

Field monitoring and compliance are an essential component of the Permitting Department's efforts to protect natural resources. Traditionally, the responsibility of the department was to perform as many site inspections as possible and pursue compliance efforts against sites posing impacts to natural resources. Building off the refocused framework of the department, field monitoring and compliance will be targeting comprehensive natural resource protection through the implementation of partnerships with developers and municipalities. This is to be supplemented with a rigorous outreach program aimed at communicating the District's methodology and requirements for natural resource protection.

In 2016, the department will work towards partnerships and agreements with municipalities, developers, builders, and regulatory agencies to achieve a greater degree of natural resource protection. Through the formation of strategic partnerships the District will be able to establish well-rounded compliance efforts that offer a greater degree of natural resource protection. Framing the compliance component of the department in this way avoids observing a singular instance of non-compliance on a site that is otherwise compliant the remainder of the time. Additionally, the department will focus on improving the administrative efficiency of compliance policy and process to increase responsiveness and identify areas sensitive to natural resource impacts.

Policy and Partnership Development (\$50,000):

In 2016, the Department will continue to identify and analyze opportunities for partnership as a result of land use change with new and redeveloping sites within the District. Historically, the Permitting Department has excelled at technical review and analysis of permit applications and rule competency. In examination of the department's mission, the greatest natural resource benefits are unlikely to be accomplished through technical comprehension and rule administration alone. In efforts to bridge the land-use and water governance gap, the department has invested in achieving greater natural resource outcomes through collaboration and partnership. Development of partnerships and policies aimed at strengthening links between water management and land-use development will position the department and the District as a cooperative and competent partner, delivering outstanding natural resource improvements and protection while maintaining prosperous relationships with various entities, agencies, and groups.

Funds allocated to this component of the department will be utilized to:

- Develop partnerships;
- Pursue opportunities presented through the Permitting process;
- Critically examine policy;
- Identify areas sensitive to natural resource impact;
- Implement natural resource benefits.

Further opportunities for partnership in 2016 will be pursued with the USACE to streamline federal wetland permitting. In doing so, the District will be positioned to guide applicants through the permitting process of several different agencies simultaneously, developing a plan that is permittable and implements desirable natural resource outcomes.

Policy and partnership development and the pursuit of opportunities will evolve as the department administers District rules through the permitting process. By fundamentally changing the philosophy of the department, staff will be positioned to invoke critical thinking, creativity, and technical competency to offer unique perspective, an innovative approach to problem solving, and inventive solutions.

Department Specific Technology (\$10,000):

To aid in the department's pursuit of efficiency and effectiveness, funds have been allocated to development of specific technology for the betterment of the department. Technology improvements are wide-ranging and include;

- Development of wetland buffer and stormwater management BMP inspection programs and digital maps;
- Mobile inspection platforms and application development;
- Unique software upgrades;

In 2016, supplemental technology upgrades will be primarily utilized to increase efficiency and effectiveness of the strides taken by the other components of the Permitting Department. The development of wetland buffer and stormwater BMP layers will be specifically targeted to quantify the water quality benefits of District regulated development.

2016 Budget Summary:

The Permitting Department administers District rules for 29 cities in varying capacities. Historically, the department has been under-resourced and has relied on inter-department fund transfers to recuperate the difference. The 2016 budget has been adjusted to reflect the actual operating costs of the department. The high cost associated with Rule Administration is the review and analysis of public projects, which have increased significantly in quantity and complexity over the past several years.

	<p>The Permitting Department has also aligned their focus on specific initiatives aimed at developing partnerships and pursuing opportunities providing greater natural resource benefits encountered through permit administration. Additional funds have been allocated towards forging partnerships to reflect the proactive approach of the District, and solidify the District as a problem-solving, responsive, and creative partner.</p> <table border="1" data-bbox="451 432 1427 657"> <thead> <tr> <th data-bbox="459 432 1166 468">Activity/Expense</th> <th data-bbox="1174 432 1419 468">Budget</th> </tr> </thead> <tbody> <tr> <td data-bbox="459 468 1166 504">Rule Administration</td> <td data-bbox="1174 468 1419 504">\$225,000</td> </tr> <tr> <td data-bbox="459 504 1166 539">Field Monitoring and Compliance</td> <td data-bbox="1174 504 1419 539">\$45,000</td> </tr> <tr> <td data-bbox="459 539 1166 575">Policy and Partnership Development</td> <td data-bbox="1174 539 1419 575">\$50,000</td> </tr> <tr> <td data-bbox="459 575 1166 611">Department Specific Technology</td> <td data-bbox="1174 575 1419 611">\$10,000</td> </tr> <tr> <td data-bbox="1068 611 1166 657">Total</td> <td data-bbox="1174 611 1419 657">\$330,000</td> </tr> </tbody> </table>	Activity/Expense	Budget	Rule Administration	\$225,000	Field Monitoring and Compliance	\$45,000	Policy and Partnership Development	\$50,000	Department Specific Technology	\$10,000	Total	\$330,000
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Total	\$330,000												
<p><u>Goals/Outcomes</u></p>	<p>The over-arching goal of the Permitting Department is the promotion of effective planning to minimize the impact of development and land use change on water resources, while simultaneously achieving MCWD goals. Pursuit of these goal has led the department to identify key focal initiatives that provide the means to achieve a greater degree of natural resource protection and benefit than strict adherence to District rules alone. The focal initiatives include the efficient administration of permits; improved field compliance; and achievement of greater natural resource benefits through partnership.</p> <p>The Permitting Department’s unique position with the District provides the organization with an active mechanism to track land-use change within the watersheds boundaries. By orienting the department based on the focal initiatives, staff will be able to administer District rules with greater efficiency and effectiveness, while simultaneously identifying opportunities for partnership to collaboratively incorporate greater natural resource benefits. Coupling the department’s position within the District and the refocused initiatives, the Permitting Department has the ability to proactively identify unique and creative opportunities providing greater natural resource benefits than through regulation alone.</p>												
<p><u>Schedule</u></p>	<p>Ongoing</p>												

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$230,000	\$180,385	\$93,610	(\$389,137)	\$115,142	\$0	
2015	\$265,000	\$239,858	\$41,673	(\$311,057)	\$0	(\$29,526)	
2016	\$330,000	\$301,064	\$58,462	(\$360,000)			

Recommended 2016 Budget and Levy

Budget: \$330,000
Levy: \$301,064

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	\$2,500
4065	Staff Training	\$5,000
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	\$5,000
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous (Field Monitoring & Compliance)	\$30,000
4320	Contract Services (\$15,000 to Operations for GIS/Database)	\$60,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	\$170,000
4350	Legal Expense	\$55,000
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	\$2,500
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$330,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Becky Christopher

DATE: July 13, 2015

<u>Program</u>	Planning and Projects (2002)
<u>Summary</u>	Ongoing project, program and policy development
<u>Location</u>	District-wide program
<u>Description</u>	<p>Background: In recent years, the District has shifted its approach for planning and project development from one that is highly prescriptive to one that allows for improved integration with community land use planning. In early 2014, the Board adopted the policy framework <i>In Pursuit of a Balanced Urban Ecology</i> which identified focus, partnership, and flexibility as key guiding principles for the District’s new approach.</p> <p>These principles have guided the development of the “two-track approach” that is proposed for the next generation Comprehensive Plan and is intended to allocate District resources to their highest and best use in addressing water resource issues throughout the watershed:</p> <ul style="list-style-type: none"> • Focus Track: This track prioritizes projects, staff and financial resources to high need areas within the District in order to make significant, lasting improvements to the most sensitive water challenges in the watershed. • Responsive Track: The District continues to remain responsive to needs and opportunities District-wide through project partnerships, grant funding, education programming, permitting assistance, aquatic invasive species prevention, and other District resources. <p>This focused approach allows for a greater understanding of issues and opportunities throughout a system as well as an improved ability to develop relationships and support, identify the most cost-effective projects, and make greater progress toward the goals set out in the 2007 Comprehensive Plan.</p> <p>The District’s current priority areas under the Focus Track are the Minnehaha Creek Greenway and the Six Mile Creek Subwatershed. These areas have been prioritized by the Board based on factors including water resource needs and impairments, scale and complexity of the subwatersheds, opportunities created by development and redevelopment, and local partnerships and support.</p> <p>In 2016, the Planning Department will continue to focus its efforts primarily in these focal geographies while remaining responsive to opportunities that arise District-wide. Activities planned in the Minnehaha Creek Subwatershed are identified below. Activities in the Six Mile Creek Subwatershed are described in a separate work plan for Fund 3139.</p>

Minnehaha Creek Subwatershed (\$150,000):

In 2015, staff continued efforts to investigate opportunities within the Powell Road-Meadowbrook Road corridor – including strategic partnerships with the City of St. Louis Park and Japs Olson – to address stormwater runoff, wetland and riparian corridor constraints and Minnehaha Creek Greenway connectivity. Additional hazardous material testing and environmental assessment was completed to refine demolition planning related to the 325 Blake Road property. This additional work was undertaken to better prepare the District to act in clearing the site once the property becomes vacant as well as inform future capital costs, schedule and logistics. The District executed cooperative agreements with the Minneapolis Park and Recreation Board and the City of Minneapolis to collaboratively develop conceptual master plans for Meadowbrook Golf Course and Hiawatha Golf Course. Grant processes continued throughout 2015 to secure outside funding sources for stormwater infrastructure projects throughout the Urban Corridor. 2015 also saw the continuation of South West Light Rail Transit (SW LRT) planning, in which District staff continued collaboration on issue resolution, station area planning, regulatory advisement and community works investment strategies.

District initiatives within the Minnehaha Creek Corridor will continue in 2016 with the extension of various projects as well as the investigation of new opportunities that have been identified. Ongoing planning efforts include:

- **Redevelopment of 325 Blake Road:** The portion of the 16.9 acre site not slated for creek corridor restoration and stormwater facilities is planned for redevelopment. A team of staff and consultants has been working to develop a pre-development plan, which outlines major elements requiring planning in advance of development, including environmental investigations, market and economic analysis, tenant arrangements and construction timelines. The District has also entered into agreement with Hennepin County and the City of Hopkins to advance transit-oriented development at the Blake Road Station, thus working to generate feasible development scenarios and implementation next steps for sites throughout the station area, including 325 Blake Road.
- **Knollwood Mall Area:** The District is working with the new mall owners, Heitman, to advance efforts under the cooperative agreement framework that leverages \$1.6 Million in private capital to explore opportunities for over 150 acres of regional stormwater management, flood mitigation and expansion of the Minnehaha Creek Greenway.
- **South West Light Rail Transit (SW LRT):** The District is working closely with the South West Project Office (SPO) and Hennepin County in coordinated planning efforts of all station areas within the MCWD to identify collaborative opportunities to manage stormwater runoff in a comprehensive manner. Staff continues to work closely on the potential reconstruction of the LRT crossing over Minnehaha Creek to ensure issues such as hydraulic capacity, wildlife passage and trail connections through this area are addressed. The District is also well represented in planning of Transportation Station Area Action Plans (TSAAP) and SW Community Works steering processes.

- **Blake Road Corridor Study:** Upon completion of the Blake Road Corridor study, the District remains committed to assisting the City of Hopkins and Hennepin County in design development for a new Blake Road. The redevelopment of Blake Road will greatly influence multiple District initiatives throughout the Minnehaha Creek Greenway including Knollwood Area Planning, Cottageville Park, SW LRT planning, and 325 Blake Road redevelopment.
- **Louisiana Avenue Study Area:** Building on past investigations throughout the Louisiana drainage area, the District continues collaboration with the City of St. Louis Park in planning for future stormwater treatment of the potential redevelopment area near Louisiana Avenue and the future Louisiana Station. The City is also planning the replacement of the Louisiana Avenue Bridge over Minnehaha Creek. The District and City are coordinating safe passage for Reach 20 and Methodist trail users under the newly designed bridge, which is slated for replacement in 2017.
- **Minneapolis Park and Recreation Board (MPRB) Golf Course Partnership:** Catalyzed by past analyses of golf operations and the 2014 flood damages, the District partnered with MPRB to conduct conceptual master planning for Meadowbrook Golf Course and Hiawatha Golf Course to explore a potential range of golf and non-golf uses, their respective revenue generation models and flood resilience. District and MPRB staff will continue working closely to evaluate flood resilience, golf operations, ecological improvement and connectivity through design development and course construction.
- **Minneapolis Regional Infiltration:** In 2016, staff will work with the MPRB and City of Minneapolis to develop a partnership framework and plan to: (1) advance volume control projects previously identified by the District within MPRB land, including the Deer Pen, and (2) complete FEMA-funded flood repairs along Minnehaha Creek.
- **Unplanned Study Areas:** As opportunities to integrate with public infrastructure or private development reveal themselves, staff will present opportunities to the Board of Managers.

Responsive Track Planning (\$100,000):

Under the Responsive Track, cities, landowners, and other partners are encouraged to approach the District with project opportunities that may be incorporated into the District's capital improvement or cost share programs based on timing, alignment with District goals, and available funding. Staff is budgeting \$100,000 for the evaluation and development of such opportunities in 2016.

Comprehensive Plan Development (\$100,000):

The process to update the District's Comprehensive Plan was initiated in 2014 with the development of a scope and framework for the Plan update. In 2015, staff efforts have focused on public outreach and engagement, the establishment and initiation of advisory committee meetings, a self-assessment of the District performance and progress over the last plan cycle, and internal policy discussions with the Planning and Policy Committee to obtain direction on the implementation

framework.

In 2016, staff will continue public outreach and engagement through the advisory committees and local subwatershed meetings and will begin drafting the Plan based on input received from the Board and advisory committees. This work will extend through mid-2017. Staff is budgeting \$100,000 in 2016 for consultant support and the temporary Assistant Planner position approved by the Board in January 2015.

Programmatic Needs (\$232,000):

In addition to the work described above, the Planning Department is also budgeting for ongoing programmatic expenses including engineering and legal services, staff training and expenses, printing and publishing, GIS mapping, and data organization and file scanning.

2016 Budget Summary:

In summary, the Planning Department is requesting a total of \$582,000 in 2016 to complete the activities described above. Staff is anticipating a carry-over of approximately \$194,391 which would reduce the requested levy for the Planning Department to \$387,609.

Activity/Expense	Budget
Minnehaha Creek Greenway Planning	\$150,000
Six Mile Creek Subwatershed Planning	See fund 3139
Responsive Track Planning	\$100,000
2017 Comprehensive Plan Development	\$100,000
Data Management and File Scanning	\$35,000
Training	\$2,500
Expenses/Mileage	\$1,000
Printing/Publishing/Postage	\$3,000
GIS/Computer Services	\$2,500
Engineering	\$100,000
Legal	\$75,000
Other/Miscellaneous	\$3,000
Total	\$572,000

**Goals/
Outcomes**

Lead planning and project initiatives to promote and improve ecological integrity throughout the Minnehaha Creek watershed; preserve and improve surface water and groundwater resources throughout the District; address negative effects of stormwater runoff and bounce from existing and proposed development and identify opportunities to augment low flow conditions in surface waters; and continue developing a deeper understanding of community needs and desires in order to design watershed projects that enhance social and economic viability as well as environmental benefit.

Schedule

Project development in MC and SMC subwatersheds: Ongoing
 Responsive track planning and project development: Ongoing
 Development of 2017 Comprehensive Plan: 2014-2017 (due June 2017)

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$530,850	\$213,193	\$0	\$(415,136)	\$0	\$227,726	\$0
2015	\$591,000	\$121,702	\$0	\$(463,887)	\$307,343	\$192,884	\$
2016	\$572,000	\$379,116	\$0	\$(572,000)	\$0	\$	\$

Recommended 2016 Budget and Levy

Budget: \$572,000
Levy: \$379,116

DRAFT

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	\$1,000
4065	Staff Training	\$2,500
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	\$3,000
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	\$3,000
4320	Contract Services	\$387,500
4330	Accounting & Auditing	
4340	Engineering/Consulting	\$100,000
4350	Legal Expense	\$75,000
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$572,000

**MINNEHAHA CREEK WATERSHED DISTRICT
2016 RECOMMENDED WORK PLAN**

PREPARED BY: Laura Domyancich

DATE: July 16, 2015

<u>Program</u>	Project Maintenance and Land Management (2003)
<u>Summary</u>	The Project Maintenance and Land Management Program oversees the entirety of the District's land management and vegetation restoration activities.
<u>Location</u>	District-wide
<u>Description</u>	<p>Background: The purpose of the Project Maintenance and Land Management Program is to reinvest in past capital projects and land held in fee title and conservation easement providing for the long-term function of the District's investment. Specific maintenance and management is responsive to the intended outcomes of the project, vegetation condition, adjacent properties, and innovative approaches to infrastructure protection and land management. While the program provides for regular inspection and maintenance of projects and lands, tools such as conservation easements, technical assistance, and unique partnerships allow for responsive approaches when opportunities arise.</p> <p>Vegetation Maintenance (\$111,000): Vegetation maintenance of 23 past capital projects and District lands including invasive species treatment, vegetative enhancement through seeding and planting, repair of damage, and prescribed burning. Three large projects will be coming off their three-year warranty maintenance contracts. Sites include stormwater pond buffers at the Steiger, Gideon Glen, Long Lake, Twin Lakes, Cedar Meadows, and Nokomis (Knoll, Amelia, and Gateway) stormwater ponds. Vegetation management to also occur for shoreline and streambank restorations at Big Island, Chelsea Woods, County Road 26 and Johnson / Rolling Hills, Minnehaha Creek Headwaters and wetland and upland restorations at Independence Wetland, and the Six Mile Marsh Prairie Restoration.</p> <p>Stormwater Facility Maintenance (\$168,200): Stormwater pond facilities require removal of accumulated sediment to function as designed. 2015 stormwater pond sediment surveys conducted in May discovered that the Gleason Lake Stormwater Ponds 2 and 3 require sediment removal.</p> <p>2016 Stormwater Pond Surveys (\$25,000): Stormwater facilities need to be maintained to perform as designed. Sediment surveys are planned for eight ponds in 2016: the three ponds at Lake Nokomis (Knoll, Amelia, and Gateway) and the 60th and 1st Pond in Minneapolis, the Excelsior Pond in Saint Louis Park, Gideon Glen Pond in Shorewood, Glenbrook Pond in Wayzata, and the County Road 6 Pond. If the pond is found to require maintenance, sediment analysis, development of bidding and construction documents, construction oversight, and construction costs are covered under this budget for the Nokomis Ponds, Excelsior Pond, and the County Road 6 Pond. All other ponds are the responsibility of their municipality. Assume that 1-2 ponds will require maintenance.</p>

Gray's Bay Dam Inspection and Maintenance (\$10,000):

Structural inspection of the dam including lift cables and stop log seals to document condition and determine needs for repair, implementation of repair.

Routine and Unplanned Maintenance (\$20,000):

Restoration and repair needed throughout the District, which allows the program to be responsive to issues that arise outside of typical and planned maintenance.

Implement District Signage Master Plan (\$7000):

Following inspections, District signage in need of replacement was identified. New signs have been designed, and production and installation of replacement signage will be prioritized. This budget accounts for fabrication and installation of 10-15 signs.

Implement Landings Standards on Minnehaha Creek (\$30,000):

Canoe landing improvements and retrofits will be implemented to provide increased access for recreational activities and repair damage from 2014 flooding and will be done in a phased approach to minimize impact to District budget. This budget accounts for improvements to 1-3 landings in 2016.

Engineering, Legal, and Technical Services (\$50,000):

Engineering, legal, and technical services will be required for oversight and inquiries regarding unplanned construction and maintenance.

Printing and Publishing Materials (\$2,000):

Materials for staff to communicate with the public (i.e., post cards, press releases, and other forms of media) about maintenance projects including prescribed burning and stormwater pond maintenance.

Staff Expenses, Trainings, and Mileage (\$3,000):

Funding provides for staff expenses and mileage reimbursement, and for staff to attend workshops, training, and conferences for continuing education and career advancement.

Equipment and Supplies (\$1,000):

Time-lapse camera to be purchased for documentation of seasonal progress at restoration sites. Digital camera to be purchased for site inspection documentation.

	<p>2016 Budget Summary:</p> <table border="1"> <thead> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Vegetation Maintenance</td> <td>\$111,000</td> </tr> <tr> <td>Stormwater Facility Maintenance</td> <td>\$168,200</td> </tr> <tr> <td>Stormwater Pond Inspections</td> <td>\$25,000</td> </tr> <tr> <td>Gray's Bay Dam Inspection and Maintenance</td> <td>\$10,000</td> </tr> <tr> <td>Routine and Unplanned Maintenance</td> <td>\$20,000</td> </tr> <tr> <td>Implement District Signage Master Plan</td> <td>\$7,000</td> </tr> <tr> <td>Implement Canoe Landing Standards</td> <td>\$30,000</td> </tr> <tr> <td>Engineering, Legal, and Technical Services</td> <td>\$50,000</td> </tr> <tr> <td>Printing and Publishing Materials</td> <td>\$2,000</td> </tr> <tr> <td>Staff Expenses, Trainings, and Mileage</td> <td>\$3,000</td> </tr> <tr> <td>Equipment and Supplies</td> <td>\$1,000</td> </tr> <tr> <td>Total</td> <td>\$427,200</td> </tr> </tbody> </table>	Activity/Expense	Budget	Vegetation Maintenance	\$111,000	Stormwater Facility Maintenance	\$168,200	Stormwater Pond Inspections	\$25,000	Gray's Bay Dam Inspection and Maintenance	\$10,000	Routine and Unplanned Maintenance	\$20,000	Implement District Signage Master Plan	\$7,000	Implement Canoe Landing Standards	\$30,000	Engineering, Legal, and Technical Services	\$50,000	Printing and Publishing Materials	\$2,000	Staff Expenses, Trainings, and Mileage	\$3,000	Equipment and Supplies	\$1,000	Total	\$427,200
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Equipment and Supplies	\$1,000																										
Total	\$427,200																										
<u>Goals/ Outcomes</u>	The Project Maintenance and Land Management Program will focus its financial and technical resources to support the establishment and long-term function of District capital projects and lands. This focus is complemented by the goal of remaining responsive to inter-department collaboration, new opportunities to partner with external agencies, and the use of innovative approaches to land management.																										
<u>Schedule</u>	Stormwater pond maintenance will be completed from January to March. Inspection and maintenance of the Gray's Bay Dam will occur in early spring. Vegetation-related activities occur primarily during the growing season from May to September.																										

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$326,000	\$180,103	\$0	(\$154,539)	\$0	\$260,547	
2015	\$466,000	\$156,560	\$223,787	(\$240,000)	(\$209,601)	\$191,293	
2016	\$427,200	\$235,907	\$0	(\$427,200)			

Recommended 2016 Budget and Levy

Budget: \$ 427,200
Levy: \$ 235,907

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	\$1,000
4065	Staff Training	\$2,000
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	\$2,000
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$371,200
4330	Accounting & Auditing	
4340	Engineering/Consulting	\$40,000
4350	Legal Expense	\$10,000
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	\$1,000
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$427,200

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: James Wisker

DATE: July 16, 2015

<u>Program</u>	Land Conservation and Restoration (2004)
<u>Summary</u>	Conserve, maintain and enhance green infrastructure through strategic land acquisition, technical assistance and partnerships.
<u>Location</u>	District-wide
<u>Description</u>	<p><u>General Background:</u> The District operates a Land Conservation and Restoration Program integrated with capital improvements through coordinated planning, to perform focused conservation and restoration of land within priority natural resource areas within the District.</p> <p>As defined in the 2007 Comprehensive Plan, a primary purpose of the Land Conservation Program is to conserve, maintain and enhance green infrastructure for stormwater runoff management, habitat and other water resource benefits. These benefits are provided through the proactive conservation and restoration of existing systems of streams, lakes, wetlands and affiliated upland areas.</p> <p>These objectives are generally accomplished within a two-track approach (focus and responsiveness) as outlined below:</p> <ul style="list-style-type: none"> • Focused acquisitions integrated, through multijurisdictional partnerships, into strategic capital project planning efforts, land-use planning and other public and private goals, as guided by the <i>Balanced Urban Ecology</i> policy. • Responsive acquisitions and technical assistance in areas of land conservation techniques – conservation subdivision planning, model ordinance development, financial strategies and available programs outside of MCWD – to promote land stewardship at a private level. <p>Through the model of focus and responsiveness program implementation remains active District wide and is facilitated through programmatic activities that are integrated with land use planning. Program activity occurs within and is coordinated between the Planning Department, Project Maintenance & Land Management Department, Permitting Department, and Cost Share Department.</p> <p>In recent years acquisitions have become increasingly focused within priority geographies, such as the Minnehaha Creek and Six Mile Creek subwatersheds. In 2016 program funds for acquisition will remain targeted within these geographies, while staff will continue filtering District-wide acquisition opportunities for Board consideration.</p>

Responsive programmatic activities will continue to be implemented across MCWD departments. Recent examples of responsive track land conservation through technical assistance include the Stongate Farm and Rechelbacher properties in Medina, and the Johnson and Katrina Marsh properties in Independence.

Planning staff will also continue to research and pursue creative protection options as the development of alternative conservation instruments will be an essential component of an effective Land Conservation and Restoration program moving into the future.

Debt Service (\$3,018,369):

Acquisitions made through the Land Conservation and Restoration Program are supported by financing from Hennepin County in accordance with the 2006 Master Loan Agreement between both agencies.

Strategic financial planning for the coming years will be important to effectively manage the Land Conservation and Restoration Program's debt coverage and aid in developing a decision tree process for debt coverage determinations.

In 2013, the Budget & Finance Committee developed a multi-year strategic financial plan to manage current and future obligations that ensures fiscal flexibility for the program while also clearly defining its limits. In 2013, MCWD participated in a Hennepin County Bond sale (2013B) to retire three notes and provide long term financing for several District property acquisitions. Also in 2013 the District refinanced its privately placed note with Wells Fargo for 325 Blake Road, extending the term to 2018 and reducing the rate.

Consequently, the total 2016 debt service (201B + 2011A + 2013B + Wells Fargo 2013) for Land Conservation will be \$3,018,379. The District services its annual debt from the Land Conservation fund (2004) which receives revenue from the annual tax levy.

Interfund Loan Repayment and Transfers (\$510,921 transfer in):

In 2014 a \$1,349,156 interfund loan was made from Land Conservation to Reach 20. This loan is to be paid back through an annual levy into the Land Conservation fund over 5 years. In 2015 \$165,423 was levied as the first payment on this interfund loan. In 2015 \$412,917 will be transferred in to Land Conservation as loan repayment following the close out of the Reach 20 project (see attached debt schedule for detail). Combined, the \$165,423 levy in 2014 and the \$412,917 loan repayment transfer in 2015 will reduce the \$1,349,156 principal to \$780,816. Repaying the remaining principal over the remaining 4 year term necessitates \$195,204 levy.

In addition to the \$412,917 transfer in for Reach 20 interfund loan reimbursement, \$98,004 will be transferred in from Land Restoration from the Chute sale receipts.

	<p>2016 Budget and Levy: In 2015 the levy increased from \$2,500,000 to \$2,765,423. \$165,423 was levied as the first payment on the Reach 20 interfund loan. An additional \$100,000 was included to accommodate possible capital outlays, while balancing debt coverage, for strategic land acquisitions within priority subwatersheds. (\$2,500,000 + 165,423 + \$100,000 = \$2,765,423). In 2016 the levy will increase \$29,781 to \$2,795,204, to accommodate the 2nd interfund loan payment, which increased from \$165,423 to \$195,204. Following Reach 20 project close out in 2015, the remaining three annual interfund loan payments will all be \$195,204.</p> <p>2016 Budget Summary:</p> <table border="1" data-bbox="451 569 1427 678"> <thead> <tr> <th data-bbox="459 569 1166 604">Activity/Expense</th> <th data-bbox="1174 569 1419 604">Budget</th> </tr> </thead> <tbody> <tr> <td data-bbox="459 604 1166 640">Debt Service</td> <td data-bbox="1174 604 1419 640">\$3,018,369</td> </tr> <tr> <td data-bbox="1068 640 1166 678">Total</td> <td data-bbox="1174 640 1419 678">\$3,018,369</td> </tr> </tbody> </table>	Activity/Expense	Budget	Debt Service	\$3,018,369	Total	\$3,018,369
Activity/Expense	Budget						
Debt Service	\$3,018,369						
Total	\$3,018,369						
<p>Goals/ Outcomes</p>	<p>Improve ecological integrity and manage water quality and quantity by conserving, maintaining and enhancing green infrastructure through strategic land acquisition, technical assistance and partnerships</p>						

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures (Debt Service)	Transfer in/(out)	Carryover	Assigned Funds
2014	\$2,500,000	\$2,500,000	\$0	\$1,598,144	(\$1,349,156)	\$9,089,010	\$9,089,010
2015	\$2,765,423	\$2,765,423	\$0	\$2,559,219	\$510,291	\$9,806,135	\$9,582,970
2016	\$3,018,369	\$2,795,204	\$0	\$3,018,369	\$0	\$9,582,970	\$9,582,970

Recommended 2016 Budget and Levy

Budget: \$3,018,369
 Levy: \$2,795,204

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
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4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service	\$3,018,369
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$3,018,369

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Tiffany Schaufler

DATE: July 16, 2015

<u>Program</u>	Land Restoration (2005)
<u>Summary</u>	Establishment and restoration of critical natural resources on lands protected through the Land Conservation Program.
<u>Location</u>	District-wide with a focus on the Key Conservation Areas in the 509 Plan.
<u>Description</u>	<p>Background: As part of the District’s Land Conservation and Restoration Program, the District will undertake ecological restoration on lands acquired by the District. Some of the lands protected by the District are of diminished ecological value due to invasive species, erosion, and other challenges. This program will include restoration on parcels protected in fee-simple ownership and through perpetual conservation easements. In order to develop a comprehensive strategy for all of the District’s properties, staff will develop and implement property management plans that focus on restoration and vegetation management. Ongoing vegetation management of restoration projects is needed to establish and maintain diverse native plant communities, repair and prevent erosion, prevent the spread of invasive species, and protect investments on District lands.</p> <p>Diercks Property (\$1,000): Garlic mustard spray and buckthorn removal.</p> <p>Broin Property (\$3,000): Garlic mustard spray, foliar spray of buckthorn seedlings.</p> <p>Painter Creek Culvert Replacement (\$63,000): Replace two undersized driveway culverts along Painter Creek in exchange for conservation easements over South Katrina Marsh and a section of Painter Creek.</p> <p>Property Surveys (\$10,000): Hire land surveyor to identify and mark District properties and easements. Install property/easement boundary signs.</p> <p>Legal Expenses (\$5,000): Legal services will be required to develop and review contracts, easements, and other necessary documents.</p> <p>Engineering Expenses (\$5,000): Engineering services will be required to develop and review construction designs.</p> <p>Printing & Publishing (\$2,000): Materials for staff to communicate with the public (i.e., post cards, press releases, and other forms of media) about management of projects and upcoming public meetings.</p>

	<p>2016 Budget Summary:</p> <table border="1"> <thead> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Diercks Property</td> <td>\$1,000</td> </tr> <tr> <td>Broin Property</td> <td>\$3,000</td> </tr> <tr> <td>Painter Creek Culvert Replacement</td> <td>\$63,000</td> </tr> <tr> <td>Property Surveys</td> <td>\$10,000</td> </tr> <tr> <td>Legal Expenses</td> <td>\$5,000</td> </tr> <tr> <td>Engineer Expenses</td> <td>\$5,000</td> </tr> <tr> <td>Printing & Publishing</td> <td>\$2,000</td> </tr> <tr> <td>Total</td> <td>\$89,000</td> </tr> </tbody> </table>	Activity/Expense	Budget	Diercks Property	\$1,000	Broin Property	\$3,000	Painter Creek Culvert Replacement	\$63,000	Property Surveys	\$10,000	Legal Expenses	\$5,000	Engineer Expenses	\$5,000	Printing & Publishing	\$2,000	Total	\$89,000
Activity/Expense	Budget																		
Diercks Property	\$1,000																		
Broin Property	\$3,000																		
Painter Creek Culvert Replacement	\$63,000																		
Property Surveys	\$10,000																		
Legal Expenses	\$5,000																		
Engineer Expenses	\$5,000																		
Printing & Publishing	\$2,000																		
Total	\$89,000																		
<u>Goals/Outcomes</u>	The Land Restoration Program will focus its financial and technical resources to conserve, maintain and enhance natural resources and green infrastructure for stormwater runoff management and habitat benefits.																		
<u>Schedule</u>	Spring: Painter Creek Culvert Replacement Spring – Fall: Vegetation Management																		

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$300,000	\$114,643	\$0	(\$83,626)	\$0	\$363,130	
2015	\$196,000	\$25,413	\$0	(\$80,000)	(\$219,543)	\$89,000	
2016	\$89,000	\$0	\$0	(\$89,000)	\$0	\$0	

Recommended 2016 Budget and Levy

Budget: \$89,000
Levy: \$0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	\$2,000
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$77,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	\$5,000
4350	Legal Expense	\$5,000
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$89,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Tiffany Schaufler

DATE: July 13, 2015

<u>Program</u>	Habitat Restoration Cost Share & Incentive (2006)																														
<u>Summary</u>	This program provides a 10-year match of federal and state dollars to encourage farm owners to engage in soil conservation and wetland restoration land practices that protect and improve water resources.																														
<u>Location</u>	Eligible projects must be in one of the six following sub-watersheds: <ol style="list-style-type: none"> 1. Six-Mile Creek 2. Painter Creek 3. Dutch Lake 4. Long Lake Creek 5. Schutz Lake 6. Lake Virginia 																														
<u>Description</u>	<p>Background: This program focuses on the District's more rural sub-watersheds to provide meaningful technical and financial incentives for landowners to restore wetlands, water quality, and other key ecological resources. Existing programs do not always provide sufficient incentive to encourage landowners to enroll. The District has encouraged some landowners to engage in soil conservation and wetland restoration practices on lands of concern to the District by matching existing partner programs (USDA/Natural Resource Conservation District, Soil and Water Conservation Districts, Hennepin County NRICH, US Fish and Wildlife Service, etc.). The program will maintain existing agreements. New agreements will not be signed.</p> <p>Habitat Restoration Cost Share Grants (\$15,863): The 2016 budget will be \$15,863 for the agreements currently in place. See the table below for future budgeting through 2019. There are a total of four agreements in place on three properties. These agreements require yearly certification and rental payments through the fall of 2019 for practices already installed. Additional restoration needs and opportunities may exist in the District, but neither the District nor Carver County staff is aware of new landowner prospects.</p> <table border="1" style="margin-left: auto; margin-right: auto;"> <thead> <tr> <th style="text-align: left;">Agreements</th> <th style="text-align: right;">2016</th> <th style="text-align: right;">2017</th> <th style="text-align: right;">2018</th> <th style="text-align: right;">2019</th> </tr> </thead> <tbody> <tr> <td>Six Mile Creek - Downs</td> <td style="text-align: right;">\$750.00</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Six Mile Creek - Yetzer</td> <td style="text-align: right;">\$3,295.00</td> <td style="text-align: right;">\$3,295.00</td> <td style="text-align: center;">-</td> <td style="text-align: center;">-</td> </tr> <tr> <td>Six Mile Creek - Brockpahler</td> <td style="text-align: right;">\$2,420.04</td> <td style="text-align: right;">\$2,420.04</td> <td style="text-align: right;">\$2,420.04</td> <td style="text-align: right;">\$2,420.04</td> </tr> <tr> <td>Six Mile Creek - Yetzer Phase II</td> <td style="text-align: right;">\$9,398.44</td> <td style="text-align: right;">\$9,398.44</td> <td style="text-align: right;">\$9,398.44</td> <td style="text-align: right;">\$9,398.44</td> </tr> <tr> <td style="text-align: right;">Yearly Total</td> <td style="text-align: right;">\$15,863.48</td> <td style="text-align: right;">\$15,113.48</td> <td style="text-align: right;">\$11,818.48</td> <td style="text-align: right;">\$11,818.48</td> </tr> </tbody> </table>	Agreements	2016	2017	2018	2019	Six Mile Creek - Downs	\$750.00	-	-	-	Six Mile Creek - Yetzer	\$3,295.00	\$3,295.00	-	-	Six Mile Creek - Brockpahler	\$2,420.04	\$2,420.04	\$2,420.04	\$2,420.04	Six Mile Creek - Yetzer Phase II	\$9,398.44	\$9,398.44	\$9,398.44	\$9,398.44	Yearly Total	\$15,863.48	\$15,113.48	\$11,818.48	\$11,818.48
Agreements	2016	2017	2018	2019																											
Six Mile Creek - Downs	\$750.00	-	-	-																											
Six Mile Creek - Yetzer	\$3,295.00	\$3,295.00	-	-																											
Six Mile Creek - Brockpahler	\$2,420.04	\$2,420.04	\$2,420.04	\$2,420.04																											
Six Mile Creek - Yetzer Phase II	\$9,398.44	\$9,398.44	\$9,398.44	\$9,398.44																											
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	<p>2016 Budget Summary:</p> <table border="1"> <thead> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Downs Agreement</td> <td>\$750</td> </tr> <tr> <td>Yetzer Agreement</td> <td>\$3,295</td> </tr> <tr> <td>Brockpahler Agreement</td> <td>\$2,420</td> </tr> <tr> <td>Yetzer Phase II Agreement</td> <td>\$9,398</td> </tr> <tr> <td>Total</td> <td>\$15,863</td> </tr> </tbody> </table>	Activity/Expense	Budget	Downs Agreement	\$750	Yetzer Agreement	\$3,295	Brockpahler Agreement	\$2,420	Yetzer Phase II Agreement	\$9,398	Total	\$15,863
Activity/Expense	Budget												
Downs Agreement	\$750												
Yetzer Agreement	\$3,295												
Brockpahler Agreement	\$2,420												
Yetzer Phase II Agreement	\$9,398												
Total	\$15,863												
<u>Goals/Outcomes</u>	This program will utilize grant dollars to restore wetlands, water quality, and other key ecological resources.												
<u>Schedule</u>	2016-2019 Maintenance of existing agreements through 2019.												

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$17,423	\$35,700	\$0	(\$17,424)	\$0	\$16,382	\$16,382
2015	\$17,423	\$127	\$0	(\$17,424)	\$0	(\$915)	\$0
2016	\$15,863	\$16,778	\$0	(\$15,863)	\$0		

Recommended 2016 Budget and Levy

Budget: \$15,863
Levy: \$16,778

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	\$15,863
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$15,863

**MINNEHAHA CREEK WATERSHED DISTRICT
2016 RECOMMENDED WORK PLAN**

PREPARED BY: Tiffany Schaufler

DATE: July 16, 2015

<u>Project</u>	Six Mile Marsh Prairie Restoration (3106)										
<u>Summary</u>	Conversion and restoration of previously row-cropped land to approximately 130 acres of wetland, prairie, and oak savanna areas within the Halsted Bay drainage area designed to reduce external loads, restore hydrology and improve water quality within Halsted Bay.										
<u>Location</u>	Six Mile Marsh Subwatershed										
<u>Description</u>	<p>Project Background: The Six Mile Marsh Prairie Restoration (SMMPR) Project began implementation in May 2013. The SMMPR Project included converting approximately 130 acres of previous farmland to 110 acres of native prairie, 10 acres of wetland, and 10 acres of oak savanna. Three-years of vegetation management were included as part of the construction contract which extends through the end of 2015. The second phase of the SMMPR Project will be installed in 2016 and will include the installation of spur trail from the Dakota Rail Trail and interpretive signage.</p> <p>2016 Budget Summary:</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: left;">Activity/Expense</th> <th style="text-align: right;">Budget</th> </tr> </thead> <tbody> <tr> <td>Trail Design</td> <td style="text-align: right;">\$10,000</td> </tr> <tr> <td>Trail Construction</td> <td style="text-align: right;">\$119,163</td> </tr> <tr> <td>Interpretive Signage</td> <td style="text-align: right;">\$10,000</td> </tr> <tr> <td style="text-align: right;">Total</td> <td style="text-align: right;">\$139,163</td> </tr> </tbody> </table>	Activity/Expense	Budget	Trail Design	\$10,000	Trail Construction	\$119,163	Interpretive Signage	\$10,000	Total	\$139,163
Activity/Expense	Budget										
Trail Design	\$10,000										
Trail Construction	\$119,163										
Interpretive Signage	\$10,000										
Total	\$139,163										
<u>Goals/ Outcomes</u>	<ol style="list-style-type: none"> 1. Reduction in phosphorus load from external sources estimated at between 120-380 pounds annually; improved water clarity in Halsted Bay; improved hydrology; and reduced sediment transport area land uses. 2. Promotion of the MCWD Land Conservation Program. 3. Restore moderate to high quality native plant communities and habitat. 4. Develop opportunities for education, interpretation, and public enjoyment. 5. Build healthy soils. 										
<u>Schedule</u>	2016 – Trail construction, sign fabrication and installation.										

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$30,511	\$0	\$0	(\$102,867)	\$0	\$186,023	\$186,023
2015	\$25,457	\$0	\$0	(\$46,860)	\$0	\$139,163	\$139,163
2016	\$139,163	\$0	\$0	(\$139,163)			

Recommended 2016 Budget and Levy

Budget: \$139,163
Levy: \$0

DRAFT

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$20,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	\$119,163
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$139,163

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Renae Clark

DATE: July 16, 2015

<u>Program</u>	Minnehaha Falls/Glen Restoration Project Maintenance (3120)
<u>Summary</u>	Maintenance of Minnehaha Falls Park Improvements within the glen area below the falls to be undertaken jointly with the Minneapolis Park and Recreation Board. The improvements include streambank restoration, native plant community restoration, trail maintenance.
<u>Location</u>	Minnehaha Creek Subwatershed, Minnehaha Falls Park
<u>Description</u>	<p>Project Background: In 2008 the Minnehaha Creek Watershed District (MCWD) and Minneapolis Park and Recreation Board (MPRB) entered into a Joint Powers Agreement (JPA) for a collaborative approach to improve and maintain the Minnehaha Falls and Minnehaha Glen area below the falls. The JPA provided for coordination of design, construction and maintenance of a list of interrelated projects designed to control erosion, restore streambanks and bluffs, manage stormwater, and restore vegetation within the Minnehaha Creek channel below Minnehaha Falls. In addition to a sharing of project costs, the general framework assigned project design and construction to MCWD and maintenance to MPRB. As requested by MPRB, in 2010 the agencies amended the JPA to provide for MPRB to manage the design and construction of specific project elements that included vegetation restoration and a vegetation management plan to guide MPRB maintenance.</p> <p>All MCWD contracted construction activities which began in 2009 have been completed. Remaining work includes the following:</p> <ol style="list-style-type: none"> 1. Vegetation restoration and maintenance on the “upper trail” area between the first and second walk bridges below the falls, including repair/ replacement of the chain link fence to manage erosion caused from foot traffic in place of the deleted trail element (to be completed by MPRB) 2. On-going maintenance which includes: <ol style="list-style-type: none"> a. Implementation of the Vegetation Maintenance Plan, Barr Eng., Dec. 2011 (MPRB) b. On-going park maintenance of trails and creekbanks (MPRB) <p>It is MCWD’s intent to continue the collaborative and cooperative efforts with MPRB to protect the significant cultural and natural resources in the Minnehaha Falls Glen area. The \$50,000 is recommended to remain as assigned fund for 2016 maintenance needs discussed above. Staff will work with MPRB to prioritize 2016 maintenance activities and a recommendation will be brought back to the Board. The remaining fund balance of \$204,987 is proposed to be transferred out as a levy reduction.</p>

	2016 Budget Summary:	
	Activity/Expense	Budget
	Maintenance	\$50,000
	Total	\$50,000
<u>Goals/ Outcomes</u>	Protection of the past capital investment which stabilized streambanks and bluff areas, enhanced natural resource areas and protects sensitive resources from human activity within the park.	
<u>Schedule</u>	2016 - Maintenance of District and MPRB Work	

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$50,000	\$0	\$0	(\$3,552)	\$0	\$449,913	
2015	\$250,000	\$0	\$0	\$0	(\$194,926)	\$254,987	
2016	\$50,000	\$0	\$0	(\$50,000)	\$0	\$204,987	

Recommended 2016 Budget and Levy

Budget: \$ 50,000
Levy: \$ 0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$50,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$50,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Michael Hayman

DATE: July 16, 2015

<u>Project</u>	Minnehaha Creek Restoration/Reconstruction: Reach 19-21 (3133)
<u>Summary</u>	Stream restoration and trails initiative at Minnehaha Creek in St. Louis Park
<u>Location</u>	Minnehaha Creek: Reach 19-21, St. Louis Park
<u>Description</u>	<p>Project Background: In 2013 the Minnehaha Creek Reach 19-21 Restoration project was constructed as the second phase to the previously restored Methodist Hospital segment. The project was designed to reclaim function that was lost when Minnehaha Creek was channelized and relocated in the 1960's for wetland drainage and urban expansion. Historical aerial photos indicate the creek was a highly meandering stream, consistent with undisturbed segments of the existing channel. The goal of the project was to improve ecological integrity by restoring the natural, meandering form of this low-gradient, wetland channel and provide a vital habitat corridor.</p> <p>The stream restoration was constructed from the Louisiana Avenue Bridge upstream along 3,150 linear feet of previous channel alignment. Approximately 1,525 linear feet of new channel was achieved by excavating a channel in the wetland floodplain. The project included fabric encapsulated soil lifts, large wood debris bank toes at outside meander bends, and surface fabric bank stabilization along inside bend and riffle stretches. Large woody debris also provides stabilization of the floodplain, refugia for fish during floods, and habitat complexity and cover. The construction of small levees was designed to prevent channel avulsion or recapture of the old channelized portion of the stream. Gravel spawning beds were also incorporated in the design to provide habitat for centrarchid (sunfish, bass) and cyprinid (minnows, shiners) spawners.</p> <p>Stormwater management elements of the project were implemented to assist in meeting the TMDL for Minnehaha Creek and downstream Lake Hiawatha, thereby benefiting the natural resources and the people that use them. The project included the construction of stormwater BMP ponds in upland areas to capture, filter and detain run-off from two drainage areas entering this portion of Minnehaha Creek; the 71 acre Excelsior Drainage area, and the smaller seven acre Meadowbrook Manor Apartments northern drainage area.</p> <p>A boardwalk and bituminous trail system was designed to provide passive recreation and educational opportunities around the restored creek system, and facilitate future connections between Methodist Hospital, Southwest Cedar Regional Trail, 325 Blake Road, and Cottageville Park, through the Minnehaha Creek Greenway corridor. Construction of the trail system occurred throughout 2014-2015, taking slightly longer than anticipated due to unfavorable spring and summer conditions during 2014.</p>

	2016 Budget Summary: Construction of the stream restoration and trail system are now complete. The focus of the 2016 budget is on continued educational implementation at the site (sign fabrication expenses) and maintenance and non-warranty vegetative enhancement.
<u>Goals/ Outcomes</u>	Continued project maintenance and vegetation warranty work
<u>Schedule</u>	2016 – Sign fabrication, maintenance and vegetation warranty work

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$1,705,177	\$0	\$424,468	(\$1,770,873)	\$1,349,156	\$471,546	
2015	\$185,034	\$51,000	\$73,715	(\$265,697)	(\$305,564)	\$25,000	
2016	\$25,000	\$0		(\$25,000)			

Recommended 2016 Budget and Levy

Budget: \$25,000
Levy: \$0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	\$100
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	\$1,500
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	\$16,900
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	\$6,500
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$25,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Laura Domyancich

DATE: July 16, 2015

<u>Project</u>	Steiger Lake Improvement Project (3135)
<u>Summary</u>	Steiger Lake Improvement Project is a wetland restoration south of Hwy 5 and Steiger Lake in Victoria. The restoration is expected to achieve a phosphorus reduction of 97.9 pounds/year, which is 68% of the total load for the 2020 projected land use conditions.
<u>Location</u>	Six Mile Creek Subwatershed, Highway 5 and Steiger Lake Lane, Victoria, MN
<u>Description</u>	<p>Project Background: Steiger Lake's water quality historically has been good, with in-lake nutrient concentrations below the thresholds for the 303d Impaired Waters List. However, the average concentration in 2008 was 44 µg/L, which is above the goal set for the lake in the District's Water Resources Management Plan (2007) of 30 µg/L. To meet the goal, the District determined that the external phosphorus load to Steiger Lake will need to be reduced by 121 lbs./year. The estimated phosphorus load reduction in the Plan for this project is 67 lbs./year. The project as designed is expected to remove 97.9 lbs./yr.</p> <p>A feasibility study was completed to determine the size and scope of the proposed wetland restoration, which will treat the runoff from two areas totaling approximately 251 acres tributary to Steiger Lake. The project is a restoration of a partially drained wetland approximately 8.25 acres in size and located on two privately owned parcels. The wetland restoration will result in a combination of type 1, 2, and 3 wetland. A weir / multi stage outlet is used to restore hydrology. A downstream, City owned pond will be expanded to provide increased capacity and phosphorus removal to intercept the drainage from the wetland system which previously bypassed the pond.</p> <p>Construction began in February 2013 and was completed in the fall 2013. Three years of vegetation maintenance and plant warranty are included as part of the construction contract and will occur through the end of 2016. The high water in 2014 resulted in some erosion throughout the site that is being repaired in 2015.</p> <p>The focus of warranty period work through 2016 will be the aggressive management of reed canary grass and hybrid cattail to ensure the long-term stability of the native plant community. This management includes hand-wicking of the reed canary and cattail and spot mowing.</p>

	<p>2016 Budget Summary: Staff is currently working with the project contractor to determine final pay application figures. It is anticipated that \$204,137 from the 2014 carryover will be spent on the final pay application to the contractor and that \$25,000 will remain to provide for the 2015-2016 warranty period vegetation maintenance.</p> <table border="1" data-bbox="451 499 1429 611"> <thead> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Warranty Period Vegetation Maintenance</td> <td>\$10,000</td> </tr> <tr> <td>Total</td> <td>\$10,000</td> </tr> </tbody> </table>	Activity/Expense	Budget	Warranty Period Vegetation Maintenance	\$10,000	Total	\$10,000
Activity/Expense	Budget						
Warranty Period Vegetation Maintenance	\$10,000						
Total	\$10,000						
<u>Goals/Outcomes</u>	In line with recommended load reductions, achieve at least a 67 pound/year phosphorus load reduction through the restoration and maintenance of restored wetlands south of Highway 5 in Victoria.						
<u>Schedule</u>	Targeted vegetative restoration including mowing and spot herbicide application through the growing season of 2016.						

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$28,500	\$0	\$0	(\$57,407)	\$0	\$161,730	\$161,730
2015	\$15,000	\$0	\$0	(\$139,150)	(\$12,580)	\$10,000	\$0
2016	\$10,000	\$0	\$0	(\$10,000)			-

Recommended 2016 Budget and Levy

Budget: \$10,000
Levy: \$0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	<i>\$10,000</i>
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	<i>\$10,000</i>

**MINNEHAHA CREEK WATERSHED DISTRICT
2016 RECOMMENDED WORK PLAN**

PREPARED BY: Anna Brown

DATE: July 16, 2015

<u>Program</u>	Turbid-Lundsten/Six Mile Creek (3139)
<u>Summary</u>	Strategic planning and capital project development within the Six Mile Creek focal geography
<u>Location</u>	Six Mile Creek Subwatershed
<u>Description</u>	<p>Background:</p> <p>The Six Mile Creek Diagnostic Study, completed in spring 2013, provides a comprehensive understanding of the system including the role of internal loading, fish, and vegetation in the nutrient budgets of the lakes. In May 2014, using the diagnostic study and letters of support as a basis, the Board adopted a resolution identifying the Six Mile Creek Subwatershed as a priority District focus for implementation and investment planning for the next several years.</p> <p>In 2016, planning efforts in the Six Mile Creek subwatershed will build on the District’s <i>Balanced Urban Ecology Policy</i> aimed at developing high-impact projects through systems-thinking, sustained focus, and strategic partnerships. Planning staff will work to integrate the water quality improvements identified in the diagnostic study with community plans and investments. Through convening partners from the public and private sector, opportunities for strategic partnership will be identified and developed into a framework for capital improvement and investment in the watershed’s natural resources and built environment. The community input process and identified capital investments will be developed into a subwatershed plan to be integrated into the 2017 Comprehensive Plan.</p> <p>The 2016 planning work in the watershed will achieve District goals of integrating investments in natural resources with improvements in the community and built environments. This will enable the district to leverage planned community investments, enhancing project impacts and allowing the district to utilize additional funding streams through partner coordination and reduced redundancies between stakeholders in planning goals.</p> <p>Feasibility/Concept Design Development (\$200,000)</p> <p>Staff is budgeting \$200,000 in 2016 to conduct focused feasibility work and develop concept designs for priority areas. Staff will continue work initiated in 2015 to develop an implementation framework for the Six Mile Subwatershed and generate a subwatershed plan integrated with the 2017 Comprehensive Plan.</p> <p>Natural resource goals within the subwatershed will be based on both <i>spatial</i> and <i>temporal</i> factors. <i>Spatially</i>, factors informing areas of strategic investment include current conditions and opportunity areas determined in the Six Mile Creek 2007 Subwatershed Plan and the Six Mile Creek Diagnostic Study and planned investments in the public and private sector. <i>Temporally</i>, watershed improvement projects will be phased in order to maximize environmental impact. Strategies</p>

outlined in the Diagnostic Study will be classified as short-, medium- and long-term projects and interdependencies between capital projects need to be identified and coordinated.

In addition to establishing priorities based on specific natural resource needs, staff will work closely with community partners in both the public and private sectors to develop a framework for integrating water quality improvements with planned community and individual investments. Examples of this planning framework may include formalized planning coordination between LGUs (through the use of MOUs), convening private sector (developers) on integrating District plans with future developments, and identifying landowners with restoration potential. In order to identify all potential opportunities within this framework, Planning staff will be initiating a series of learning sessions and/or committee meetings beginning in 2015 and continuing through 2016 with the goal of establishing stakeholder priorities and timelines of scheduled improvements such as road construction, annexations, and development and redevelopment investments.

These environmental improvement goals integrated with planned community investments will inform the areas of emerging opportunity. Within these areas, staff will conduct specific implementation analysis including concept development, feasibility studies and timeline and budgeting.

Ultimately, the subwatershed implementation plan developed through 2015-2016 will be incorporated into the 2017 Comprehensive Plan. This will enable the District to formalize the focal geography track in a framework that is driven by sound watershed science while remaining responsive to specific priorities and investments within participating communities. Components of the plan will include:

- Areas of emerging opportunity identified by their intersection of District goals and community plans
- Investment framework for capital improvement projects identifying District, partner, and external contributions (District-partner-external funding framework).

Through 2016, staff will also be responsive to specific emerging opportunities that fulfill Six Mile goals including agricultural and urban best management practices, land acquisition and enhancement activities, and carp management. Candidate projects currently in development include:

- Wetland enhancement opportunities associated with the Laketown Ninth development in the City of Victoria;
- Land conservation and wetland restoration in the Pierson Lake drainage area;
- Mud Lake Subwatershed grant identifying urban and rural best management practices for flood management and reduced phosphorus loading.

Six Mile Creek Carp Assessment – Year 3 (\$198,306)

Carp play a large role in water quality in the Six Mile Creek subwatershed. In March 2014, the Board authorized the agreement with the University of MN to conduct a three year carp assessment to improve understanding of the abundance, movement, and recruitment of carp in the Six Mile Creek system. The study will allow the District to develop a management plan that will remove carp biomass from the system and eliminate carp reproduction areas in the watershed.

This will be the third and final year of the study. Many of the specific objectives of the study have been completed or are near completion including:

- Estimation of adult common carp abundance in all accessible lakes
- Information on the seasonal distribution and movement patterns of adult carp
- Identification of sources of juvenile carp across the watershed

Following a final summer of field work in 2016, the U of M team will be developing its final report in consultation with MCWD Planning and AIS staff. Staff will work to integrate the team’s findings into the broader Six Mile planning framework, including project prioritization and phasing (population control, spawning ground management, and movement corridor elimination), partnership development, and investment timelines following the District-partner-external funding framework. The study is being managed by the AIS Department with support from Planning staff.

2016 Budget Summary:

Activity/Expense	Budget
Feasibility/Concept Design Development	\$200,000
Six Mile Carp Assessment	\$198,306
Total	\$398,306

Goals/ Outcomes

The Six Mile subwatershed plan and plan implementation will achieve District goals through: improving ecological integrity of the subwatershed through integrated land use and water resource planning; improving water quality by managing internal and external nutrient loading in affected lakes; evaluating impacts of future development on flood storage capacity and integrate community flooding concerns with subwatershed planning; and engaging residents, local governments, and private interests in the planning and prioritization process.

Schedule

Planning Timeline:

- Convene community stakeholders – Fall 2015-Spring 2016
- Develop schedule of stakeholder projects and integrate with watershed priorities established in the *Diagnostic Study* – Winter 2016- Spring 2016
- Conduct feasibility and develop priorities and timeline – Summer/Fall 2016
- Reconvene stakeholders, including community members – Summer/Fall 2016
- Final Plan including CIP; investment framework; implementation timeline; responsive planning opportunities – Winter 2016

	<p>Carp Study:</p> <ul style="list-style-type: none"> • Final field work season – Spring/Summer 2016 • Winter tracking and seining – Winter 2016 • Final Report – Q1 2017 • Board presentation – May 2017
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Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$490,000	\$0	\$0	(\$158,837)	\$0	\$ 391,335	\$
2015	\$423,886	\$180,324	\$19,984	(\$238,437)	\$0	\$ 353,206	\$
2016	\$398,306	\$25,116	\$19,984	(\$398,306)	\$	\$	\$

Recommended 2016 Budget and Levy

Budget: \$398,306
 Levy: \$25,116

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Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$198,306
4330	Accounting & Auditing	
4340	Engineering/Consulting	\$200,000
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$398,306

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Becky Christopher

DATE: July 16, 2015

<u>Project</u>	Taft-Legion Lake Improvement Project (3140)						
<u>Summary</u>	Volume and load reduction project for Taft and Legion Lakes						
<u>Location</u>	Taft Lake and Legion Lake, City of Richfield						
<u>Description</u>	<p>Background: During the 2010 distribution of the District’s Capital Improvement Plan, the City of Richfield requested that an improvement project for Taft and Legion Lakes be included. A project proposal was developed that outlined details of a partnership between MCWD and the City of Richfield to improve water quality within the two lakes through a combination of project elements including the following:</p> <ul style="list-style-type: none"> • Infiltration: Stormwater runoff will be withdrawn from the enhanced basins/ponds and directed to underground infiltration systems in park land surrounding Taft Lake and Legion Lake. • Flocculation of Water from Taft Lake: A flocculation treatment system will treat water withdrawn from Taft Lake, removing dissolved pollutant loads, before it is discharged back into Taft Lake. • Natively Planted Lakeshore Buffers: Native lakeshore buffers will be established in select areas surrounding Legion Lake. • Pre-Treatment of Runoff to Legion Lake: A series of sedimentation ponds and/or enhanced grit-removal chambers will be installed to remove sediment and phosphorus loads prior to being discharged into Legion Lake. <p>In September 2012, following adoption of a major plan amendment, the Board ordered the project and authorized staff to enter into a cooperative agreement with the City of Richfield under which the City would construct, maintain, and finance the project, and the MCWD would make payments to the City on a 20-year payment schedule to cover the costs of design, construction, bond issuance and interest. The total storm water utility charges payable by the MCWD are as follows:</p> <table style="margin-left: 40px;"> <tr> <td>Design and Construction:</td> <td style="text-align: right;">not to exceed \$2,700,000</td> </tr> <tr> <td>Bond Issuance Costs:</td> <td style="text-align: right;">\$61,462</td> </tr> <tr> <td>Interest:</td> <td style="text-align: right;">\$704,662</td> </tr> </table> <p>Annual payments range from approximately \$168,000-\$178,000 and began on February 1, 2014.</p> <p>The first two phases of the project, frontage road replacement and infiltration system, were completed in 2013-2014. The final phase includes the flocculation system, Legion Lake pretreatment, and native buffers and is scheduled for completion by fall 2015.</p>	Design and Construction:	not to exceed \$2,700,000	Bond Issuance Costs:	\$61,462	Interest:	\$704,662
Design and Construction:	not to exceed \$2,700,000						
Bond Issuance Costs:	\$61,462						
Interest:	\$704,662						

	<p>2016 Budget Summary: The proposed budget for 2016 is \$181,855 which includes \$174,855 in debt payments to the City, \$2000 for engineering review and legal fees, and \$5000 for educational signage. There is a negative fund of \$41,359 projected at the end of 2015 resulting in a recommended levy of \$223,214.</p> <table border="1"> <thead> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Debt service payments</td> <td>\$174,855</td> </tr> <tr> <td>Engineering and legal review</td> <td>\$2,000</td> </tr> <tr> <td>Education signage</td> <td>\$5,000</td> </tr> <tr> <td>Total</td> <td>\$181,855</td> </tr> </tbody> </table>	Activity/Expense	Budget	Debt service payments	\$174,855	Engineering and legal review	\$2,000	Education signage	\$5,000	Total	\$181,855
Activity/Expense	Budget										
Debt service payments	\$174,855										
Engineering and legal review	\$2,000										
Education signage	\$5,000										
Total	\$181,855										
<u>Goals/Outcomes</u>	The Taft Legion Project is estimated to achieve between 167 and 413 lbs of phosphorus reduction and 134 to 280 acre-feet of volume reduction annually. The project also presents opportunities to educate park users.										
<u>Schedule</u>	<p>Given the variation in the project elements and their constructability, the City has broken construction into multiple phases:</p> <ul style="list-style-type: none"> • Phase 1 – Frontage road replacement (completed in 2013) • Phase 2 – Infiltration (completed in 2014) • Phase 3 – Flocculation System, Legion Lake pretreatment, and native buffers (construction summer-fall 2015) 										

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$217,217	\$0	\$0	(\$158,837)	\$0	\$61,989	\$
2015	\$189,755	\$77,907	\$0	(\$181,255)	\$0	(\$41,359)	\$
2016	\$181,855	\$223,214	\$0	(\$181,855)	\$0	\$-	\$

Recommended 2016 Budget and Levy

Budget: \$181,855
Levy: \$223,214

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$5,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	\$1,500
4350	Legal Expense	\$500
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	\$148,027.50
4595	Debt Service-Interest	\$26,827.50
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$181,855

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Laura Domyancich

DATE: July 16, 2015

<u>Project</u>	Minnehaha Creek Reach 14 Restoration (3141)
<u>Summary</u>	Streambank restoration of sixteen private properties along Reach 14 of Minnehaha Creek in Edina to provide erosion control, bank stabilization, runoff filtration, and habitat through the installation of native plantings and bioengineering.
<u>Location</u>	Minnehaha Creek Subwatershed in Edina from W 54 th Street to France Avenue.
<u>Description</u>	<p>Project Background: The MCWD Comprehensive Plan identifies a Minnehaha Creek Reach 14 Restoration project for 2012 construction with the following goals: stabilize streambanks using bioengineering, improve riparian vegetation, and improve in-stream fish and macroinvertebrate habitat. This section of the creek is highly managed with riprap banks, retaining walls, and turf grass, and it scored poorly for riparian zone vegetation and fish and macroinvertebrate habitat in the 2004 Stream Assessment.</p> <p>The project was ordered by the Board in 2011 and designs completed in 2012 included individualized planting plans for each of the sixteen participating properties. The project involves installation of native plantings on the streambanks and adjacent upland, to a minimum of 10 feet.</p> <p>In 2012, \$345,000 was levied to provide for design, construction, and three years of maintenance. The design and construction oversight contract with Wenck was for \$62,878 and the construction and maintenance contract with Minnesota Native Landscapes was for \$184,476, leaving a balance of \$97,646 to cover the cost of educational signage and miscellaneous costs such as legal fees and publishing. The 2015 budget included costs for plant warranty and continued warranty period maintenance along with repairs needed as a result of the high and sustained water throughout 2014. Those repairs have included site restoration, a full replanting of all plant material, and replacement of mulch that was lost or damaged during the flooding of 2014.</p> <p>Construction began in February 2013 and final completion was reached in May 2014. The District will provide the first three years of maintenance to ensure successful establishment of the plantings, and the homeowners will assume the long-term maintenance. District staff will coordinate with the City of Edina to provide educational signage about the project at the canoe launch upstream in Arden Park following construction around W 54th Street.</p> <p>2016 Budget Summary:</p> <p>Final Year of Warranty Period Maintenance (\$14,000): Project construction reached final completion in May 2014 with warranty period maintenance following immediately. Maintenance activities have continued throughout 2015 and will be</p>

	<p>provided through the growing season of 2016. Individual homeowners will assume maintenance responsibilities for the buffers after 2016.</p> <p>Project Signage: (\$6,000): Following the completion of construction of the W 54th Street bridge, staff will work with the City of Edina to install educational signage about the project at the canoe launch upstream.</p> <table border="1"> <thead> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Plant Warranty and Maintenance</td> <td>\$14,000</td> </tr> <tr> <td>Project Signage</td> <td>\$6,000</td> </tr> <tr> <td>Total</td> <td>\$20,000</td> </tr> </tbody> </table>	Activity/Expense	Budget	Plant Warranty and Maintenance	\$14,000	Project Signage	\$6,000	Total	\$20,000
Activity/Expense	Budget								
Plant Warranty and Maintenance	\$14,000								
Project Signage	\$6,000								
Total	\$20,000								
<u>Goals/Outcomes</u>	<p>During the final year of warranty period maintenance, the sites will receive appropriate weed control and monitoring to ensure their stability prior to the end of the warranty period. The streambanks will be fully vegetated with native plantings and invasive plants will be eliminated providing for erosion control, bank stabilization, runoff filtration, and habitat improvement along a highly managed section of Minnehaha Creek. This project responded to poor scores for riparian zone vegetation and fish and macroinvertebrate habitat in the 2004 Stream Assessment by improving streambank vegetation and improving habitat availability, while working with willing private landowners along Minnehaha Creek.</p>								
<u>Schedule</u>	<p>Project maintenance will be completed throughout the growing season of 2016. Project signage will be designed, fabricated, and installed with the canoe landing improvements to be completed in the Arden Park neighborhood in 2017.</p>								

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$21,500	\$0	\$0	(\$23,015)	\$0	\$42,053	\$42,053
2015	\$101,200	\$57,632	\$0	(\$74,000)	\$0	\$25,685	\$5,685
2016	\$20,000	\$0	\$0	(\$20,000)	\$0	\$5,685	\$5,685

Recommended 2016 Budget and Levy

Budget: \$20,000
 Levy: \$0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services (Project maintenance and signage)	\$20,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$20,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Michael Hayman

DATE: July 16, 2015

<u>Project</u>	Long Lake Creek Corridor Improvement Project (3142)
<u>Summary</u>	Implement projects identified in the Long Lake Creek Corridor Feasibility Study to improve water quality in Long Lake Creek and Tanager Lake.
<u>Location</u>	Long Lake Creek corridor from Long Lake to Tanager Lake in the cities of Long Lake and Orono.
<u>Description</u>	<p>Project Background: In 2010, the District completed a feasibility study for the Long Lake Creek Reach 5 Stream Restoration project identified in the Comprehensive Plan. Upon review of the study's findings, the Board directed staff to expand the feasibility study to investigate stream and wetland restoration opportunities throughout the entire Long Lake Creek corridor.</p> <p>The expanded study combined feasibility work for multiple projects identified in the Comprehensive Plan, including: Reach 5 Stream Restoration, Wetland Restorations 1 and 2, Regional Pond at LLC-48, and Regional Pond at LLC-51. The study also included investigation of the former Long Lake Water Treatment Facility (WWTF), the Smith Dump site, and an evaluation of internal loading in Tanager Lake. The primary goal of the project is to improve water quality in Long Lake Creek and Tanager Lake, which is on the State Impaired Waters List.</p> <p>In August 2011, the Board ordered four project elements in the Long Lake Creek Corridor; Reach 2/Smith Dump Creek Remeander, Wetland Restoration, Brown Road Streambank Stabilization, and Wayzata Blvd Streambank Stabilization.</p> <p>The feasibility study also recommended repairing the berm that separates the former Long Lake wastewater treatment lagoon from Long Lake Creek. Upon review, the Board expressed a desire to see the lagoon cleaned up and restored rather than just isolated. The Board directed staff to investigate opportunities for restoration of the lagoon in partnership with the Metropolitan Council Environmental Services (MCES).</p> <p><u>Phase I: Wetland and Streambank Restoration</u> In March 2012, the Board authorized staff to begin design on Phase I of the project, which includes the wetland restoration and two streambank stabilization elements. Final designs were approved in May 2013. Due to complications with land negotiations, and the opportunity to coordinate some of the repairs with planned road construction projects, construction of these three projects has been delayed. The total estimated cost to finalize design and construct these three project elements is \$80,232.</p>

	<p>Phase II: Long Lake Wastewater Treatment Pond In December 2013, the Board ordered the Long Lake Wastewater Treatment Pond Restoration Project. This restoration involved dredging and disposing of excess sediments and reconnecting the basin to Long Lake Creek, resulting in a mixed-type wetland with the creek meandering through it. In June 2014 a cooperative agreement was executed with the Metropolitan Council Environmental Services (MCES). This agreement designated authority to the District to design and construct the project with MCES providing a \$200,000 reimbursement for costs associated with sediment dredging and disposal.</p> <p>The Long Lake Creek Corridor Phase II Restoration Project was constructed throughout the winter of 2014-2015, with final vegetation plantings, wetland enhancements and invasive species control being completed throughout the remainder of 2015. The project resulted in nearly 10-acres of restored, mixed-type wetland; over 30,000 wetland plantings and 400 shrubs; over 550 linear feet of new, sinuous stream channel; and extensive invasive species management.</p> <p>Potential Future Phases The comprehensive 2011 study also identified other viable projects, such as the Smith Dump remeander, that the District may implement during later phases. Given the District’s current focus in the Minnehaha Creek and Six Mile Creek subwatersheds, staff is not recommending moving these elements forward in 2016.</p> <p>2016 Budget Summary: Project construction will reach substantial completion in 2015, triggering the warranty period maintenance. Project maintenance will continue through 2017 and accounts for the majority of the budget in 2016 – expenditures which are part of the construction contract. Remaining project expenses projected for 2016 are for invasive species control on adjacent properties, as approved by the Board during final design, and potential sign fabrication in cooperation with the City of Long Lake.</p>
<u>Goals/Outcomes</u>	Continued project maintenance and vegetation warranty work
<u>Schedule</u>	2016 – Maintenance and vegetation warranty work, and potential sign fabrication

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$458,274	\$0	\$0	(\$113,504)	\$0	\$505,856	
2015	\$694,214	\$25,601	\$200,000	(\$436,364)	\$0	\$295,093	\$87,732
2016	\$19,500	\$0	\$0	(\$19,500)	\$0	\$275,593	\$87,732

Recommended 2016 Budget and Levy

Budget: \$19,500
Levy: \$0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	\$100
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	\$1,500
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	\$11,500
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	\$6,400
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$19,500

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Michael Hayman

DATE: July 16, 2015

<u>Project</u>	325 Blake Road Stormwater Management (3145)
<u>Summary</u>	Stormwater volume and load reduction project at 325 Blake Road
<u>Location</u>	325 Blake Road N, Hopkins MN
<u>Description</u>	<p>Project Background: The Minnehaha Creek Watershed District made a strategic acquisition of land at 325 Blake Road for purposes of area wide stormwater improvement, ecological restoration of the Minnehaha Creek riparian zone and corridor linkage with upstream/downstream restoration projects. Portions of the site not utilized for watershed restoration will be sold for redevelopment to capture a return on the initial investment.</p> <p>In July 2013, the Board of Managers ordered the 325 Blake Road Stormwater Management Project, taking advantage of the opportunity to manage approximately 247 acres of area wide stormwater runoff at 325 Blake Road. The project requires the diversion of surrounding urban watersheds into the property, and construction of on site management facilities to receive the runoff.</p> <p>The project includes two primary stormwater diversions – Powell Road and Lake Street – and construction of the on-site infiltration/filtration facilities. These projects are to be phased over a period of years:</p> <ul style="list-style-type: none"> • Powell Road Stormwater Diversion (St. Louis Park) – Design 2014; Construction 2015 • Lake Street Stormwater Diversion (Hopkins) – Design 2015, Construction 2016 • 325 Blake Road Stormwater Facility (Hopkins) – 2017-2018 <p>Excluding demolition, the estimated cost at the time of ordering for the suite of projects was \$2,747,100.</p> <p>On June 30, 2014 the District received formal decision from the MPCA that the 325 Blake Road Stormwater Management Project scored competitively within the 2015 Project Priority List (PPL), and was granted preliminary approval of the District’s Stormwater Project Plan (SWPP).</p> <p>Following placement on the PPL, the District applied for Point Source Implementation Grant (PSIG) funds. The PSIG program provides 50% of eligible project costs up to \$3-million, for wastewater or stormwater projects that have been ranked on the PPL. Under the complete 325 Blake Road application, the District is eligible for 50% of approved project costs (~\$1,400,000).</p>

	<p>In 2015, the MPCA approved the construction plans and specifications for the Powell Road Stormwater Diversion and committed funds for 50% of the design, construction and land acquisition for Phase I of the project, for a total of \$529,457. Construction of the Powell Road Stormwater Diversion will be complete in August of 2015.</p> <p>Design of the Lake Street Stormwater Diversion was completed in 2015 in cooperation with Metropolitan Council as part of their waste water force main project. Construction of the project will also be conducted in a coordinated effort with Met Council as they complete their lift station and force main work on Lake Street, consequently saving the District significant expense. The projected cost allocated to the District (final design and materials) is \$180,000.</p> <p>2016 Budget Summary: Due to the award of grant funds for the Phase I Powell Road Stormwater Diversion, a levy is not needed for this project in 2016. The 2016 budget includes funds to complete the Lake Street Stormwater Diversion project plus additional funds for engineering review, legal, and other minor expenditures (\$200,000).</p> <p>It is anticipated that the District will again receive PSIG funds under the complete 325 Blake Road application, thus projecting a reimbursement of 50% of the allocated 2016 budget. All remaining funds in the 325 Blake Road Stormwater Management fund are assigned as carryover and will be allocated to the future stormwater infrastructure on the 325 Blake Road site once the site is vacant and razed.</p>
<u>Goals/ Outcomes</u>	<p>The site and project represent a critical piece of the District's larger strategic initiative to (1) improve the quality and manage the quantity of stormwater runoff; (2) enhance the ecological integrity of the stream system; and (3) facilitate broader community goals of economic development and livability by allowing the restored stream system to be integrated into the developed landscape.</p>
<u>Schedule</u>	<ol style="list-style-type: none"> 1. Design and construction of Powell Road Stormwater Diversion – 2014-2015 2. Design and construction of Lake Street Stormwater Diversion – 2015-2016 3. 325 Blake Road Stormwater Management Facility – 2017-2018

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$1,132,300	\$985,424	\$0	(\$228,445)	\$0	\$878,645	
2015	\$1,033,700	\$200,000	\$529,457	(\$934,965)	\$0	\$673,137	\$573,137
2016	\$200,000	\$0	\$100,000	(\$200,000)	\$0	\$573,137	\$573,137

Recommended 2016 Budget and Levy

Budget: \$200,000
Levy: \$0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	\$250
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	
4330	Accounting & Auditing	
4340	Engineering/Consulting	\$14,000
4350	Legal Expense	\$5,750
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	\$180,000
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$200,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Renae Clark

DATE: July 16, 2015

<u>Project</u>	Cottageville Park (3146)
<u>Summary</u>	Strategic partnership with the City of Hopkins to provide regional stormwater management, restore and expand the Minnehaha Creek Greenway and promote the social, economic and environmental well-being of the community.
<u>Location</u>	431, 435 Blake Road, 427-429 Blake Road, 415 Blake Road, 1303 and 1305 Lake Street and 1308, 1312 Lake Street, Hopkins, MN
<u>Description</u>	<p>Project Background: In 2010, in response to the City of Hopkins, MCWD purchased 427-429 Blake Road, 415 Blake Road, 1303 and 1305 Lake Street and entered into a cooperative agreement with the City to expand and develop the park, while managing regional stormwater and day-lighting Minnehaha Creek. As part of the agreement, with MCWD approval authority over design elements, Hopkins agreed to fund the design, construction and maintenance of Cottageville Park.</p> <p>The District has focused strategically on a portion of the creek system most in need, between West 34th Street and Meadowbrook Lake, referred to as the Minnehaha Creek Greenway. The sustained focus in this corridor has led to numerous public-private partnerships. The Cottageville Park project is one example within the Greenway of how local government collaboration can meet mutual goals, resulting in overlapping benefits to water quality and the broader community.</p> <p>In 2010, MCWD purchased 427-429 Blake Road, 415 Blake Road Street and aligned its goals and purposes for the property and adjacent City owned land through a cooperative agreement with the City of Hopkins to naturalize and stabilize the creek channel, provide regional stormwater treatment to address the Minnehaha Creek and Lake Hiawatha TMDL, expand and develop the park, and integrate community park amenities with the riparian system to promote the social, economic and environmental well-being of the community. In 2012 the District purchase 1303 and 1305 Lake Street North to further expand upon these goals.</p> <p>In 2014 the MCWD was awarded a \$483,000 Clean Water Legacy Fund grant for the stormwater and riparian improvements within Cottageville Park. To most efficiently meet deadlines and conditions of the grant the MCWD-Hopkins cooperative agreement was amended on April 10, 2014. While retaining the City of Hopkins' financial obligations, the agreement amendment placed the District in a lead role for design and construction oversight of the project.</p> <p>The City of Hopkins and MCWD approved a Master Concept Plan in April 2014. Based on available funding, the City and MCWD have pursued phased approach for design and implementation of the Master Plan. The Phase 1 will be complete in 2015 and includes: stormwater management, creek buffer restoration, creek access,</p>

	<p>educational signage, community garden, walking paths, green space and overall landscaping, on the north side of Minnehaha Creek. Concurrently the City is constructing the play area on the north side of the park next to the community garden.</p> <p>Phase 2 and 3 of park development includes 415 Blake Road (the corner of Blake Road and Lake Street) and the District's property to the south at 1308 and 1312 Lake Street respectively. The proposed 2016 budget provides funding for design and construction of phase 2 and 3 improvements based on the Master Plan cost estimates. Phase 2 is subject to the cooperative agreement and is currently proposed to be implemented under the structure of the amended cooperative agreement with the District in the lead role for design and construction implementation and oversight and the City of Hopkins reimbursing expenditures. Phase 3 is not subject to the cooperative agreement as is proposed to be funded with the District levy.</p> <p>Budget Summary and Schedule:</p> <table border="1" data-bbox="451 762 1427 1077"> <thead> <tr> <th>Project Area (Design and Construction)</th> <th>Estimated Cost</th> <th>Funding</th> <th>Phasing</th> </tr> </thead> <tbody> <tr> <td>Cottageville Park (427/429 Blake Rd, 1303, 1305 Lake St)</td> <td>\$1,900,000</td> <td>\$483,000 BWSR City of Hopkins Reimbursement</td> <td>Phase 1 (2014 - 2015)</td> </tr> <tr> <td>Gateway (415 Blake Rd)</td> <td>\$469,000</td> <td>City of Hopkins Reimbursement</td> <td>Phase 2 (2016)</td> </tr> <tr> <td>Canoe Launch (1308,1312 Lake St)</td> <td>\$276,000</td> <td>MCWD</td> <td>Phase 3 (2016)</td> </tr> </tbody> </table>	Project Area (Design and Construction)	Estimated Cost	Funding	Phasing	Cottageville Park (427/429 Blake Rd, 1303, 1305 Lake St)	\$1,900,000	\$483,000 BWSR City of Hopkins Reimbursement	Phase 1 (2014 - 2015)	Gateway (415 Blake Rd)	\$469,000	City of Hopkins Reimbursement	Phase 2 (2016)	Canoe Launch (1308,1312 Lake St)	\$276,000	MCWD	Phase 3 (2016)
Project Area (Design and Construction)	Estimated Cost	Funding	Phasing														
Cottageville Park (427/429 Blake Rd, 1303, 1305 Lake St)	\$1,900,000	\$483,000 BWSR City of Hopkins Reimbursement	Phase 1 (2014 - 2015)														
Gateway (415 Blake Rd)	\$469,000	City of Hopkins Reimbursement	Phase 2 (2016)														
Canoe Launch (1308,1312 Lake St)	\$276,000	MCWD	Phase 3 (2016)														
<u>Goals/Outcomes</u>	<ul style="list-style-type: none"> • Additional 3 acres of parkland accessible to the Minnehaha Creek Greenway which includes a community garden, play area, open space, and educational opportunities. • Treatment for 22 acres of runoff which results in 26 lbs. /yr. of phosphorus removal and 2.8 tons/yr. sediment removal. • Neighborhood revitalization, crime reduction and catalyst for private investment in the community. 																
<u>Schedule</u>	The scheduled is as shown above. Phase 2 and 3 proposed schedules are based on available funding.																

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$1,586,198	\$0	\$1,234,648*	(\$1,234,648)*	\$0	(\$86,626)	
2015	\$1,096,550	\$574,533	\$1,900,000*	(\$1,920,000)*	\$ 170,467	\$638,374	
2016	\$638,374	\$0	\$0	(\$638,374)*	\$0	\$0	

*estimated amounts

Recommended 2016 Budget and Levy

Budget: \$638,374
 Levy: \$0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	
4330	Accounting & Auditing	
4340	Engineering/Consulting	\$49,542
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	\$588,832
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$638,374

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Becky Christopher

DATE: July 16, 2015

<u>Project</u>	54 th St. Stream Restoration (3147)
<u>Summary</u>	Stream restoration of Reach 15 of Minnehaha Creek
<u>Location</u>	Minnehaha Creek between Wooddale Ave and West 54 th Street in Edina
<u>Description</u>	<p>Background: In October 2013, the Board authorized staff to investigate alternatives for the West 54th St. grade control structure in Edina in coordination with the City’s proposed street reconstruction. The structure was recommended for removal in the District’s 2003 Stream Assessment because it is a barrier to fish passage and creates an impoundment causing accumulation of sediment, degrading upstream aquatic habitat.</p> <p>A standing wave formed at the downstream end of the grade control structure that was a regional attraction for whitewater paddlers, and the Board directed that any alternatives maintain the existing recreational functionality. For this reason, staff recommended a bypass channel alternative that would allow for fish passage but would leave the structure intact. The Board ordered the project in September 2014, and the pipe portion of the bypass channel was incorporated into the City’s bid package for W. 54th St.</p> <p>It was subsequently discovered that, following the record flooding of 2014, the wave is no longer forming and there has been further deterioration of the spillway. In light of this information, in early 2015, the Board authorized staff to pursue plans for removal of the 54th St. grade control structure and restoration of Reach 15 in lieu of the previously ordered fish bypass channel project.</p> <p>The proposed restoration will not only provide fish passage but will also improve aquatic habitat upstream by decreasing sedimentation and incorporating pools, riffles, and other habitat features. Recognizing the recreational value the structure previously provided to the paddling community and neighborhood, the restoration will be designed in a way that incorporates whitewater features. Based on preliminary discussions with a whitewater design firm, it is believed that multiple features can be incorporated throughout the Arden Park area and can be designed in a way that allows fish passage and provides safer conditions for paddlers and bystanders.</p> <p>For 2015, staff is working to develop a concept for the restoration and meet with neighborhood residents to build support for the project. Once a concept and cost estimate is refined, staff will return to the Board for a modification of the previously ordered project. The project could then be designed in 2016 and constructed in early 2017.</p>

	<p>2016 Budget Summary: Staff is recommending a budget and levy of \$51,000 in 2016 to complete project design.</p> <table border="1"> <thead> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Project design</td> <td>\$51,000</td> </tr> <tr> <td style="text-align: right;">Total</td> <td>\$51,000</td> </tr> </tbody> </table>	Activity/Expense	Budget	Project design	\$51,000	Total	\$51,000
Activity/Expense	Budget						
Project design	\$51,000						
Total	\$51,000						
<u>Goals/Outcomes</u>	Improve stream ecology, habitat connectivity, and recreation						
<u>Schedule</u>	2015 – Concept development and public outreach 2016 – Project design 2017 - Construction						

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2015	\$49,000	\$49,000	\$0	(\$49,000)	\$0	\$0	\$0
2016	\$51,000	\$51,000	\$0	(\$51,000)	\$0	\$	\$

Recommended 2016 Budget and Levy

Budget: \$51,000
Levy: \$51,000

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$51,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$51,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Tiffany Schaufler

DATE: July 16, 2015

<u>Project</u>	FEMA Flood Repairs (XXXX)																																																																												
<u>Summary</u>	Implement flood damage repairs to District projects and facilities.																																																																												
<u>Location</u>	District-wide																																																																												
<u>Description</u>	<p>Background: The spring and early summer of 2014 became the wettest January 1-June 30 period for MCWD since modern-day record keeping began in 1871. This historic precipitation led to record water levels and flows in water bodies throughout the District. After the high water receded in the fall of 2014, staff inspected Minnehaha, Six Mile, Painter, Classen, Long Lake, and Gleason Lake Creeks, as well as all of the District's past projects for flood related damages. MCWD identified over \$1 million in damages along the six main stem creeks and began coordinating with Federal Emergency Management Agency (FEMA) on repairs.</p> <p>To date FEMA has approved funding to remove debris and perform flood damage repairs at 75 sites. FEMA is currently determining repair eligibility for an additional 51 sites. The table below provides a status summary on FEMA approvals and funding. MCWD has until July 2018 to complete repairs.</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th style="text-align: center;">FEMA Project #</th> <th style="text-align: center;">Site/Locations</th> <th style="text-align: center;"># of Sites</th> <th style="text-align: center;">FEMA Approved</th> <th style="text-align: center;">Funding Requested</th> <th style="text-align: center;">Funding Received To Date</th> </tr> </thead> <tbody> <tr> <td style="text-align: center;">493</td> <td>Debris removal Minnehaha Creek</td> <td style="text-align: center;">2</td> <td style="text-align: center;">Yes</td> <td style="text-align: right;">\$ 4,350.00</td> <td style="text-align: right;">\$ 4,241.25</td> </tr> <tr> <td style="text-align: center;">648</td> <td>Debris removal Minnehaha Creek</td> <td style="text-align: center;">12</td> <td style="text-align: center;">Yes</td> <td style="text-align: right;">\$ 7,500.00</td> <td style="text-align: right;">\$ 7,312.50</td> </tr> <tr> <td style="text-align: center;">661</td> <td>Debris removal Minnehaha Creek</td> <td style="text-align: center;">14</td> <td style="text-align: center;">Yes</td> <td style="text-align: right;">\$ 23,400.00</td> <td style="text-align: right;">\$ 22,815.00</td> </tr> <tr> <td style="text-align: center;">734</td> <td>Debris removal upper watershed creeks</td> <td style="text-align: center;">17</td> <td style="text-align: center;">Yes</td> <td style="text-align: right;">\$ 45,580.00</td> <td style="text-align: right;">\$ 47,768.44</td> </tr> <tr> <td style="text-align: center;">755</td> <td>Repair below Minnehaha Falls</td> <td style="text-align: center;">5</td> <td style="text-align: center;">Under Review</td> <td style="text-align: right;">\$ 401,408.56</td> <td></td> </tr> <tr> <td style="text-align: center;">759</td> <td>Repair on Minnehaha Creek</td> <td style="text-align: center;">11</td> <td style="text-align: center;">Yes</td> <td style="text-align: right;">\$ 69,267.96</td> <td style="text-align: right;">\$ 67,536.26</td> </tr> <tr> <td style="text-align: center;">764</td> <td>Repair on Minnehaha Creek</td> <td style="text-align: center;">11</td> <td style="text-align: center;">Yes</td> <td style="text-align: right;">\$ 76,013.98</td> <td style="text-align: right;">\$ 74,113.90</td> </tr> <tr> <td style="text-align: center;">806</td> <td>Repair below Minnehaha Falls</td> <td style="text-align: center;">8</td> <td style="text-align: center;">Yes</td> <td style="text-align: right;">\$ 173,361.35</td> <td style="text-align: center;">*</td> </tr> <tr> <td style="text-align: center;">934</td> <td>Repair on Minnehaha Creek</td> <td style="text-align: center;">12</td> <td style="text-align: center;">Under Review</td> <td style="text-align: right;">\$ 149,134.97</td> <td></td> </tr> <tr> <td style="text-align: center;">944</td> <td>Repair on upper watershed creeks</td> <td style="text-align: center;">34</td> <td style="text-align: center;">Under Review</td> <td style="text-align: right;">\$ 267,902.42</td> <td></td> </tr> <tr> <td colspan="4" style="text-align: right;">Total</td> <td style="text-align: right;">\$1,217,919.24</td> <td style="text-align: right;">\$223,787.35</td> </tr> </tbody> </table> <p>* When FEMA approves a project greater than \$100,000 they reimburse on actual costs spent to perform the repairs.</p>					FEMA Project #	Site/Locations	# of Sites	FEMA Approved	Funding Requested	Funding Received To Date	493	Debris removal Minnehaha Creek	2	Yes	\$ 4,350.00	\$ 4,241.25	648	Debris removal Minnehaha Creek	12	Yes	\$ 7,500.00	\$ 7,312.50	661	Debris removal Minnehaha Creek	14	Yes	\$ 23,400.00	\$ 22,815.00	734	Debris removal upper watershed creeks	17	Yes	\$ 45,580.00	\$ 47,768.44	755	Repair below Minnehaha Falls	5	Under Review	\$ 401,408.56		759	Repair on Minnehaha Creek	11	Yes	\$ 69,267.96	\$ 67,536.26	764	Repair on Minnehaha Creek	11	Yes	\$ 76,013.98	\$ 74,113.90	806	Repair below Minnehaha Falls	8	Yes	\$ 173,361.35	*	934	Repair on Minnehaha Creek	12	Under Review	\$ 149,134.97		944	Repair on upper watershed creeks	34	Under Review	\$ 267,902.42		Total				\$1,217,919.24	\$223,787.35
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	<p>2016 Budget Summary: During the remainder of 2015 and throughout 2016 staff will develop an implementation plan for the flood repairs which will take into consideration the design, project permits, land rights, and integration of other project opportunities within the vicinity of the flood repairs. Staff will coordinate with the City of Minneapolis and Minneapolis Park and Recreation Board to identify other project opportunities that have been catalyzed by the flood damage.</p> <table border="1"> <thead> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> </thead> <tbody> <tr> <td>Design</td> <td>\$140,000</td> </tr> <tr> <td>Total</td> <td>\$140,000</td> </tr> </tbody> </table>	Activity/Expense	Budget	Design	\$140,000	Total	\$140,000
Activity/Expense	Budget						
Design	\$140,000						
Total	\$140,000						
<u>Goals/Outcomes</u>	Maintain District project and facilities to ensure they are operating as designed to protect the District's investment.						
<u>Schedule</u>	2016: Design repairs, permit repairs, acquire land rights 2017-2018: Implement repairs						

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014							
2015				(\$80,830)	\$223,787	\$142,957	\$142,957
2016	\$140,000	\$0	\$0	(\$140,000)	\$0	\$2,957	\$2,957

Recommended 2016 Budget and Levy

Budget: \$140,000
Levy: \$0

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$140,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$140,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Tiffany Schaufler

DATE: July 16, 2015

<u>Project</u>	Highway 101 Causeway Reconstruction Project (XXXX)
<u>Summary</u>	Vegetated shoreline bioengineering along the Highway 101 Causeway in Wayzata to provide erosion control and enhance shoreline habitat along Lake Minnetonka. Flood volume replacement through restoration of a wetland along Jennings Cover in Minnetrista.
<u>Location</u>	Lake Minnetonka Subwatershed along the Highway 101 Causeway and east of Orchard Cover road along Jennings Cove in Minnetrista.
<u>Description</u>	<p>Project Background: The MCWD Comprehensive Plan identifies a lakeshore bioengineering restoration project along Lake Minnetonka. Following review of Hennepin County’s proposed improvements to CSAH 101, in October 2013 the Board of Managers expressed support for working with Hennepin County to develop a vegetated solution to the Grays/Wayzata Bay Causeway shoreline. The Board of Managers reinforced their support for developing a partnership with Hennepin County in December 2013, when they resolved to communicate their commitment to identify shoreline enhancements beyond current regulatory requirements. Pursuant to Board resolution, District staff worked closely with the District engineer and counsel to engage with Hennepin County in exploration of feasible enhancements to the Grays/Wayzata Bay shoreline.</p> <p>The District and Hennepin County developed a cooperative agreement that allows the District to install and maintain vegetated reinforced soil slopes and related bioengineering and vegetation features along the Grays/Wayzata Bay causeway, with a \$30,000 reimbursement from Hennepin County. The District’s bioengineering element brought the design into conformance with the requirements of the District’s shoreline rule and allowed the District to approve the work without the need to consider a variance. For that reason, staff’s recommended conditions on MCWD permit 13-460 included a condition requiring that the County enter into an agreement with the District affording the District the ability to do the bioengineering work.</p> <p>In January 2014, Hennepin County as a co-applicant with MCWD applied, and was issued, a permit for the linear reconstruction of CSAH 101 between Minnetonka Boulevard and Wayzata Boulevard. Through the cooperative agreement between Hennepin County and MCWD, the County provided for the District to implement a shoreline restoration project within the corridor, following road construction. This planned work to stabilize Lake Minnetonka shoreline with vegetated reinforced soil slopes (VRSS) will fill some of the 100 year floodplain. Consequently, as a condition of MCWD permit 13-460, MCWD obligated itself to provide “compensatory storage for floodplain fill along the causeway due to vegetative slope construction.”</p>

The District Engineer performed preliminary floodplain fill calculations based on concepts advanced at the time the permit and Hennepin County cooperative agreement were approved, in January 2014. Based on those calculations, Wenck Associates has estimated approximately 2,000 cubic yards of fill may be placed within the 100 year floodplain of Lake Minnetonka.

Following MCWD permit 13-460 issuance, District staff began evaluating parcels connected to Lake Minnetonka that would be suitable to provide the necessary floodplain mitigation. The 3.26 acre Sun Valley Tax Forfeit property located in Minnetrista was preliminarily found to meet the District's floodplain mitigation needs.

Following several discussions with City of Minnetrista Staff, an August 11, 2014 letter of support from the city administrator for the District's CIP restated the August 4, 2014 City Council vote to "explore the possibility of transferring 3.26 acres of tax forfeited land to the District for purposes of floodplain and wetland restoration." Subsequently, the property was investigated in more detail. Following a preliminary wetlands investigation, the District Engineer, Wenck Associates, reaffirmed the feasibility of creating floodplain storage at this location primarily through site grading and soil scraping that would create a wetland and restore an existing degraded wetland and the natural hydrologic connection of the riparian land to the lake.

Based on analysis conducted by Wenck Associates MCWD's floodplain mitigation obligations are estimated to occupy 29,000 square feet of the site. Minnetrista's potential fill of Enchanted Lane would require 9,000 square feet of this parcel for floodplain mitigation. Table 1 in the Technical Memorandum breaks down the allocation of respective costs, with MCWD's commitment under permit 13-460 costing approximately \$175,000, and Minnetrista's floodplain mitigation costing \$25,000.

In October 2014, MCWD and the City of Minnetrista executed a cooperative agreement under which the parties will cooperate to obtain legislative approval of a fee transfer to the District. In the event property transfer is infeasible, the City would grant the District the right to construct and perpetually maintain the work on the City parcel. In exchange, the District will explore including additional flood volume storage in the design to meet the City's requirement for the Enchanted Lane improvement and will incorporate such storage as feasible, with an allocation of costs as stated in the agreement.

The project was ordered by the Board in March 2015. The District's engineer estimates the cost (including design, construction and construction oversight) at \$1,604,308.

2016 Budget Summary:

When the project was ordered in March 2015, the Board of Managers passed a resolution to levy for 50% of the project cost in 2016 and 50% in 2017.

	<table border="1"> <tr> <th>Activity/Expense</th> <th>Budget</th> </tr> <tr> <td>Design</td> <td>\$100,000</td> </tr> <tr> <td>Construction</td> <td>\$700,000</td> </tr> <tr> <td>Total</td> <td>\$800,000</td> </tr> </table>	Activity/Expense	Budget	Design	\$100,000	Construction	\$700,000	Total	\$800,000
Activity/Expense	Budget								
Design	\$100,000								
Construction	\$700,000								
Total	\$800,000								
<u>Goals/ Outcomes</u>	Promotion of bioengineering techniques for application to other highway and roadway projects and water quality and ecological benefits by using vegetates slopes rather than hard armoring.								
<u>Schedule</u>	2016 – Design, Construction								

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014							
2015							
2016	\$800,000	\$800,000	\$0				

Recommended 2016 Budget and Levy

Budget: \$800,000
 Levy: \$800,000

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$100,000
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	\$700,000
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$800,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Michael Hayman

DATE: July 16, 2015

<u>Project</u>	Meadowbrook Golf Course Ecological Restoration Project (XXXX)
<u>Summary</u>	Strategic partnership with the Minneapolis Park and Recreation Board to reconfigure and enhance Meadowbrook Golf Course to improve the ecological integrity of the Minnehaha Creek stream corridor and connect the Minnehaha Creek Greenway through MPRB land to the City of Edina parks and trails system.
<u>Location</u>	Minnehaha Creek Greenway - Meadowbrook Golf Course: St. Louis Park, Hopkins and Edina.
<u>Description</u>	<p>Project Background: The Minnehaha Creek Watershed District (MCWD) has identified the area between West 34th Street and Meadowbrook Lake as a priority geography for partnership, focused planning and capital project implementation. This subwatershed produces the highest pollutant loading per unit area along the 22 mile stream system.</p> <p>Since 2009, the District’s work to manage regional stormwater and to expand and connect the riparian greenway in a manner mutually beneficial to the built environment has yielded significant results, often through innovative public and private partnerships.</p> <p>The District’s success in this corridor has also produced an evolution in philosophy memorialized in the Balanced Urban Ecology policy, which emphasizes the interdependent relationship of the built and natural environments and promotes the significance of focused innovative partnerships as a strategy for successful watershed improvements. Accordingly, on December 12, 2013, the MCWD Board of Managers directed staff to explore partnership with the Minneapolis Park and Recreation Board (MPRB) to improve watershed processes, ecological integrity and connections along Minnehaha Creek within the Meadowbrook Golf Course.</p> <p>Also 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. Through this long term strategic review of the parks system’s golf courses, MPRB committed to the continuation of golf as a primary use at Meadowbrook.</p> <p>During the first half of 2014 the Minnehaha Creek watershed experienced record setting precipitation, which led to unprecedented flooding across the entire watershed. During the high water event, record flows were recorded in many</p>

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. At Meadowbrook Golf Course alone, the impact from flooding to the course included 64 acres of dead turf, extensive damage to four greens, 75 drowned trees, submerged irrigation electrical satellites and washout of cart paths. Total estimated damage submitted to FEMA for Meadowbrook Golf Course is \$2.02-million.

Past analyses of golf operations coupled with the 2014 flood damages catalyzed the need to rapidly conduct conceptual master planning for Meadowbrook Golf Course, 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 and a contract with Wenck Associates to collaboratively develop conceptual master plans for capital investment in the Meadowbrook Golf Course.

The Cooperative Agreement between MCWD and MPRB identified the following water resource goals:

- Improve ecological integrity of the stream corridor through this reach;
- Improve ecological integrity of upland within the golf course;
- Improve wetland function and value on site, and water quality leaving the site;
- Maintain or increase flood storage capacity, reducing flood severity for surrounding communities; and
- Connect Minnehaha Creek Greenway trails through MPRB land to City of Edina parks and trails system in a manner that respects adjoining landowners' interests.

Following public comment, the preferred conceptual master plan has been identified to maintain 18-hole golf use on the property while meeting many of the objectives outlined above. The conceptual master plan will be presented to the MCWD Board of Managers on July 30, 2015, in preparation for the District's capital project ordering process which will allow the initiation of design in 2015 with construction in 2016.

2016 Budget Summary:

Preliminary capital cost estimates for this project range between \$7-million and \$9-million. Capital costs eligible for MCWD contribution to this project are estimated to range between \$1.5 million to \$2.5 million. While MPRB and MCWD staff evaluate the concept master plan and discuss potential cost apportionment, staff is utilizing a District capital cost estimate of \$2.0 million for work plan development and 2016 budgeting purposes.

In addition, to advance this project for construction in 2016, an estimate for design

	<p>services, construction oversight, construction contingency, legal review and printing/publishing expenses are assumed. These combined costs are projected to total approximately \$500,000.</p> <p>District staff have been pursuing MPRB financing for the District’s potential capital contribution. The District’s financial advisors, Springsted Inc., have provided estimates for a range of capital costs over 10 and 20 year terms.</p> <p>For purposes of work plan development and 2016 budgeting, District staff is recommending the assumption of \$2.5 million capital costs financed by the MPRB over a 10 year term. Ideally, these costs may be financed over a 20 year term. The annual levy required under a 10 and 20 year term are shown below.</p> <p>\$2.5 million over 10 year term = ~ \$280,000 annually \$2.5 million over 20 year term = ~ \$170,000 annually</p> <p>District staff will pursue Clean Water Legacy Funds and other applicable grant funding sources to assist with ecological improvements throughout the Minnehaha Creek greenway corridor and offset overall District contribution to this project. Over the past five years, the District has received \$300,000-\$480,000 for similar restoration projects constructed upstream.</p>
<u>Goals/ Outcomes</u>	<p>Improve ecological integrity of the stream corridor through this reach; improve ecological integrity of upland within the golf course, improve wetland function and value on site; improve water quality for Minnehaha Creek and downstream Lake Hiawatha; maintain or increase flood storage capacity to improve golf course resilience and reduce flood severity of adjacent neighborhoods; connect Minnehaha Creek Greenway trails through MPRB land to City of Edina parks and trails system in a manner that respects adjoining landowners’ interests.</p>
<u>Schedule</u>	<p>2015 – Complete conceptual master planning and initiate project design 2016 – Initiate construction activities for golf course and ecological restoration 2017 – Open restored golf course for public use</p>

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014							
2015							
2016	\$280,000	\$280,000	\$300,000*	\$280,000			

*Projected grant funds based on similarly awarded amounts for upstream restoration work.

Recommended 2016 Budget and Levy

Budget: \$280,000
Levy: \$280,000

Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
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4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
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4340	Engineering/Consulting	
4350	Legal Expense	
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4520	Monitoring/Lab Analysis/Inventories	
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4550	Construction	
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	\$280,000
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$280,000

MINNEHAHA CREEK WATERSHED DISTRICT 2016 RECOMMENDED WORK PLAN

PREPARED BY: Michael Hayman

DATE: July 16, 2015

<u>Project</u>	Powell-Meadowbrook (Japs Olson) Stormwater Management Project (XXXX)
<u>Summary</u>	Strategic partnership with Japs-Olson Company to optimize redevelopment opportunities, collaborate to creatively address stormwater management requirements, and expand green space and regional stormwater management in the Minnehaha Creek Greenway.
<u>Location</u>	Powell Road and Meadowbrook Road, St. Louis Park
<u>Description</u>	<p>Project Background: The Minnehaha Creek Watershed District has repeatedly taken efforts to integrate its planning and implementation with that of other public and private entities, incorporating natural resource improvements into the built environment in ways that meet goals of livable communities and are mutually beneficial to its partners.</p> <p>This integrated philosophy of planning has been particularly useful within the urban corridor of Minnehaha Creek, between Highway 169 and Meadowbrook Lake. Pursuant to the Minnehaha Creek/Lake Hiawatha TMDL, this geography produces the highest pollutant load per unit area when compared to all other segments of Minnehaha Creek. Consequently, it has been an area of strategic focus for the District.</p> <p>Following a 2008 partnership with Park Nicollet to remeander Minnehaha Creek at Methodist Hospital, the District has initiated numerous other public-private partnerships within Hopkins and St. Louis Park that serve to manage stormwater runoff, address TMDLs, expand open space, improve the Minnehaha Creek corridor, expand recreation opportunities, catalyze ecologically sensitive economic development, enhance tax base and complement regional transit plans. Partnerships within this area have included Park Nicollet, the City of Hopkins and St. Louis Park, Metropolitan Council, Hennepin County, Target Corporation, Rouse Properties, Heitman, Creekwood Apartments, Meadowbrook Manor, Excelsior Townhomes, and Minneapolis Park and Recreation Board.</p> <p>Consistent with these past practices, the District initiated conversation with Japs-Olson Company, located at 7500 Excelsior Blvd. in St. Louis Park. Japs-Olson owns approximately 30.5 acres of land in the Powell Road/Meadowbrook Road area. Some of this land is adjacent to Minnehaha Creek Greenway and contiguous with the District's recent restoration project at Reach 20.</p> <p>Discussions with Japs-Olson revealed the possibility of collaborating on area stormwater planning that would enhance water quality while potentially revealing opportunities to expand greenspace in areas critical for Minnehaha Creek.</p> <p>In 2014, a Letter of Understanding (LOU) was executed with Japs Olson, creating a framework for collaboration and further identifying the following mutual goals:</p>

	<ul style="list-style-type: none"> • Relocating that part of Powell Road north of the Japs Olson facility to enlarge the creek corridor and create the opportunity for more effective corridor restoration in that area; • Optimize Japs-Olson parking and identify the opportunity for conveyance of a portion of the ApplianceSmart site to the District to expand green space and regional stormwater management capacity east of Japs-Olson. • Assist Japs-Olson in meeting regulatory stormwater management requirements associated with its redevelopment through the use of regional stormwater facilities managed by the District, alone or in combination with stormwater facilities on the Japs-Olson property. <p>Following execution of the LOU, the District initiated a feasibility analysis to further investigate opportunities for stormwater management improvements and greenspace enhancements in the area of Powell Road and Meadowbrook Road.</p> <p>Throughout 2014 and 2015 District staff have been working in close coordination with Japs Olson and their consultants to further refine opportunities for partnership. This analysis has included detailed construction estimates for Japs Olson to implement stormwater management without partnership; construction cost estimates utilizing a partnership approach to regionalize stormwater management, restore historic wetlands, and expand green space; and refined cost saving opportunities for both entities that will be realized if a cooperative agreement for capital project construction is executed.</p> <p>Findings of the feasibility study and conceptual design plans for stormwater enhancements will be presented to the MCWD Board of Managers on July 30, 2015, in preparation for the District’s capital project ordering process. This schedule will allow the initiation of design in 2015 with construction in 2016.</p> <p>2016 Budget Summary: Preliminary capital cost estimates for this project total \$594,200. This is the cost apportioned to the District to expand the base level (regulatory required) stormwater facility to accept additional treatment, enhance wetland and upland vegetative plantings, and manage approximately 3-acres of expanded green space for future Minnehaha Creek Greenway connection.</p> <p>This cost estimate includes an estimate for design services, construction oversight, construction contingency, legal review and printing/publishing expenses to implement the project.</p>
<u>Goals/ Outcomes</u>	Partner to identify creative stormwater management opportunities and expand regional stormwater management in the area; improve wetland function and value on site by restoring historic wetland areas; improve ecological integrity of wetland and upland areas; improve water quality for Minnehaha Creek and downstream Lake Hiawatha; connect Minnehaha Creek Greenway trails to Excelsior Boulevard.
<u>Schedule</u>	2015 – Complete project design 2016 – Initiate construction activities 2017-2019 – Ongoing warranty and vegetative maintenance

Budget/Levy History

Year	Budget	Tax Revenue	Grants & Other Rev.	Expenditures	Transfer in/out	Carryover	Assigned Funds
2014							
2015							
2016	\$594,200	\$594,200		(\$594,200)			

Recommended 2016 Budget and Levy

Budget: \$594,200
Levy: \$594,200

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Detailed Budget:

Activity Code	Activity Name	Amount
4010	Wages	
4011	Wages-Overtime	
4018	Salary – Insurance Reimbursement	
4020	Payroll Tax Expense	
4035	Unemployment Reimbursement	
4040	PERA Expense	
4050	Benefits	
4060	Staff Mileage/Expenses	\$300
4065	Staff Training	
4066	Staff Tuition Benefit	
4110	Manager Per Diems	
4120	Manager Expenses	
4125	Manager Computer/Software	
4130	Manager Dues/Subscriptions/Internet	
4210	Office Supplies	
4215	Meeting Expense	
4220	Furniture & Fixtures	
4222	Vehicle Expense	
4230	Printing/Publishing/Postage	\$500
4240	Telecommunications -Cell/internet	
4245	Special Events	
4247	High Water Restoration	
4248	FEMA Expense	
4250	Dues & Subscriptions	
4265	Rentals-Building & Equipment	
4280	Insurance	
4292	Bank/Agency Fees	
4295	Other/Miscellaneous	
4320	Contract Services	\$75,900
4330	Accounting & Auditing	
4340	Engineering/Consulting	
4350	Legal Expense	\$11,500
4390	CAC Expense	
4520	Monitoring/Lab Analysis/Inventories	
4530	Permit Acquisition	
4540	Property/Easement Acquisition	
4550	Construction	\$506,000
4565	Property Management - CBRE	
4566	Tenant Relocation - CBRE	
4570	Equipment/Supplies	
4575	Repairs/Maintenance	
4594	Debt Service-Principal	
4595	Debt Service-Interest	
4600	Grants/Awards/Loans - Given by MCWD	
4651	Issuance Cost	
4962	Office Bldg. Maintenance	
4963	Office Building Utilities	
	TOTAL	\$594,200