

BROWN'S CREEK WATERSHED DISTRICT

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SPECIAL & REGULAR MEETING OF THE BOARD OF MANAGERS Wednesday, August 16, 2023 at 5:00 PM

NOTE MEETING LOCATION

Meeting will be held at
Stillwater Township Hall
13636 90th Street North, Stillwater, MN 55082

- 1) Call Special Meeting to order at 5:00PM
- 2) 2024 Budget
 - a) Review draft budget & discussion
 - b) Schedule public hearing at regular meeting on September 13, 2023 – **Board Action**
- 3) Call Regular Meeting to order at 6:30PM
- 4) Approve Regular Meeting Agenda and Discussion Agenda -**Board Action**
- 5) Public Comments
- 6) Consent Agenda – **Board Action** *(all items listed under the consent agenda are considered to be routine by the Board of Managers and will be enacted by one motion. There will be no separate discussion on these items unless a Manager removes an item from the consent agenda for discussion or there is a request to remove the item from the consent agenda, in which event the board will consider whether to remove the item from the consent agenda and consider it separately.)*
 - a) Approve Board Meeting Minutes of the July 12, 2023 Regular Meeting
 - b) Accept Permit Fee Statement
 - c) Approve board and citizen advisory committee expenses for August 30, 2023 watershed tour
 - d) Approve Applewood Hills Golf Course Reuse Project Change Order No. 4
 - e) ~~Approve scope for Mendel wetland community meeting~~
- 7) Treasurer's Report
 - a) Review Authorized Funds Spreadsheet
 - b) Current Items Payable-**Board Action (Roll Call Vote)**
- 8) Permits
 - a) ~~BCWD Permit 22-18 Stillwater Oaks – **Board Action**~~
 - b) BCWD Permit 23-04 Boutwell Farms GreenHalo – **Board Action**
- 9) Project
 - a) Enhanced Stakeholder Engagement Scope – **Board Action**
 - b) Brown's Creek Restoration Project
 - (1) Environmental Assessment Worksheet – **Board Action**
 - (2) Schedule public hearing to consider ordering project at regular meeting on September 13, 2023 – **Board Action**

Managers:

BCWD Board Packet 8-16-2023
Page 1
Klayton Eckles, President • Celia Wirth, Vice-President • Gerald Johnson, Treasurer • Chuck LeRoux, Secretary

c) ADDED – Monitoring Equipment Repair – Board Action

10) Discussion Agenda - No Action Required

a) Updates

(1) Administrator

(a) Permit status updates

(b) MN Watershed Request for Annual Meeting Abstracts

(c) Community Event September 16, 2023 – Update by Cameron Blake

(d) Board Retreat

(2) Legal

(3) Engineer

(a) Permit Inspection Update

(b) North & East Metro Groundwater Management Area quarterly meeting update

(4) Managers

b) September 13, 2023 Regular Meeting BCWD Board Agenda –

11) Adjournment

Brown's Creek Watershed District
2024 Budget
Budget Workshop 8-16-2023

		Estimated 2023 Carry Forward	2024 Grants	2024 Levy	2024 Total Budget	Change from 2023 to 2024
100-2910	Designated Funds - Management Plan Projects	\$ 1,003,777			\$ 1,003,777	\$ (226,597)
					\$ -	\$ -
Revenue					\$ -	\$ -
100-3700	Interest Income				\$ -	\$ -
100-3601	Metropolitan Council Outlet Monitoring Grant		\$ 5,000		\$ 5,000	\$ -
100-3630	Washington County Cost-share Applewood Reuse	\$ 66,800			\$ 66,800	\$ -
100-3631	MPCA Small Watershed Grant 2023-2026	\$ 320,706			\$ 320,706	\$ 1
100-3100	Tax Levy			\$ 1,180,803	\$ 1,180,803	\$ 30,388
TOTAL, ESTIMATED Sources of Funding		\$ 1,391,283	\$ 5,000	\$ 1,180,803	\$ 2,577,086	\$ (196,209)

ACCT. #	General Expenses	Estimated 2023 Carry Forward	2023 Grants	2023 Levy	2023 Total Budget	Change from 2016 to 2017
200-4000	Manager Per Diem and Expense			\$ 10,000	\$ 10,000	\$ -
200-4220	Secretarial Services	\$ 4,000		\$ (4,000)	\$ -	\$ (4,000)
200-4250	Dues & Subscriptions (MAWD 6500 and LMCIT 2500)			\$ 9,000	\$ 9,000	\$ 2,000
200-4270	Bonding & Insurance			\$ 6,000	\$ 6,000	\$ 500
200-4280	Postage & Delivery			\$ 1,000	\$ 1,000	\$ -
200-4290	Printing & Notices			\$ 1,000	\$ 1,000	\$ -
200-4330	Accounting			\$ 4,560	\$ 4,560	\$ 255
200-4331	Audit			\$ 10,300	\$ 10,300	\$ 950
200-4949	Misc., Other Expense			\$ 2,000	\$ 2,000	\$ -
200-4320	Wash. Conservation District--Admin			\$ 58,670	\$ 58,670	\$ 3,030
200-4265	Admin Conference Registrations			\$ 2,000	\$ 2,000	\$ -
200-4410	Legal Fees - General			\$ 25,800	\$ 25,800	\$ 1,320
200-4500	Staff Engineer			\$ 28,445	\$ 28,445	\$ 1,355
	Diversity, Equity and Inclusion Training			\$ 5,000	\$ 5,000	\$ -
	Contingency Reserve	\$ 50,000		\$ -	\$ 50,000	\$ (18,401)
TOTAL GENERAL FUND EXPENSES:		\$ 54,000	\$ -	\$ 159,775	\$ 213,775	\$ (12,992)

ACCT. #	MANAGEMENT PLAN EXPENSES	Estimated 2023 Carry Forward	2023 Grants	2023 Levy	2023 Total Budget	Change from 2021 to 2022
300-4320	Wash. Conservation District--Administrator			\$ 176,005	\$ 176,005	\$ 5,995
300-4410	Legal Fees - Mgmt Plan			\$ 60,000	\$ 60,000	\$ 8,000
300-4501	Staff Engineer			\$ 90,474	\$ 90,474	\$ 4,308
300-4702	Permitting, Legal Review			\$ 15,000	\$ 15,000	\$ 2,000
300-4703	Permitting, Engineering Review			\$ 55,000	\$ 55,000	\$ 2,500
300-4704	Permitting, Inspection Database			\$ 1,000	\$ 1,000	\$ -
300-4710-1	Baseline Monitoring		\$ 5,000	\$ 136,420	\$ 141,420	\$ (1,795)
300-4640	Equip. Maint. and Upgrades	\$ 15,000		\$ 10,000	\$ 25,000	\$ (2,500)
300-4810	Shared Educator Position			\$ 20,500	\$ 20,500	\$ -
300-4950	Management Plan Implementation -future projects			\$ -	\$ -	\$ (20,993)
903-0001	Trout Habitat Preservation Project: Monitoring,			\$ 6,500	\$ 6,500	\$ (2,031)
909-0000	Rules Review/Evaluation	\$ 27,000		\$ 3,000	\$ 30,000	\$ 2,877
909-0001	Groundwater Dep Nat Resource Inventory update	\$ 10,000		\$ (10,000)	\$ -	\$ (10,000)
909-0002	Permitting Program Internal Procedure updates	\$ 25,000		\$ -	\$ 25,000	\$ -
910-0000	Education & Outreach			\$ 15,000	\$ 15,000	\$ (1,537)
911-0000	Volunteer Stream Monitoring			\$ 4,045	\$ 4,045	\$ 89
912-0000	Grant Preparation			\$ -	\$ -	\$ (5,000)
914-0000	Homeowner BMP Program			\$ 50,000	\$ 50,000	\$ (18,000)
922-0000	Plan Reviews - LGU/LWMP			\$ -	\$ -	\$ -
923-0000	H & H Model Maintenance	\$ 10,250		\$ 141,030	\$ 151,280	\$ 141,030
923-0002	Flood Risk Assessment	\$ 89,316		\$ (73,566)	\$ 15,750	\$ (84,250)
927-0000	Management Plan Update	\$ 127,000		\$ 90,000	\$ 217,000	\$ 70,000
929-0000	Long Lake Plan Implementation-shoreline management	\$ -		\$ -	\$ -	\$ (3,700)
929-0010	Long Lake -Implementation - regional treatment	\$ 75,000		\$ (75,000)	\$ -	\$ (305,550)
929-0011	Long Lake - 62nd Street Pond Retrofit Feasibility	\$ 15,000		\$ -	\$ 15,000	\$ (4,123)
929-0012	Long Lake - Marketplace Reuse Feasibility	\$ 164,900		\$ 60,220	\$ 225,120	\$ 58,301
931-0001	Benz Lake Management Plan Implementation	\$ 15,500		\$ (15,500)	\$ -	\$ (15,500)
932-0004	Iron Enhanced Sand Filter/Performance Monitoring			\$ -	\$ -	\$ -
935-0000	Land Conservation Program	\$ 100,000		\$ 50,000	\$ 150,000	\$ 50,000
935-0002	110th Street Property Implementation	\$ 48,457		\$ 25,000	\$ 73,457	\$ 25,000
935-0003	Develop Land Conservation Priorities	\$ 20,000		\$ -	\$ 20,000	\$ -
940-0000	BMP Program - LGU/Community Demonstration Projects	\$ 10,000		\$ -	\$ 10,000	\$ -
940-0001	Flood Prevention Grant Program	\$ -		\$ -	\$ -	\$ -
942-0004	Measuring Trends in GW Elevations & Flow	\$ 4,000		\$ -	\$ 4,000	\$ (10,262)
942-0007	Groundwater - Browns Creek piezometers	\$ 8,960		\$ -	\$ 8,960	\$ -
942-0011	Groundwater - Coordination with users			\$ 24,000	\$ 24,000	\$ 18,060
942-0012	Groundwater - Install Monitoring Wells	\$ 58,000		\$ (58,000)	\$ -	\$ (65,801)
942-0013	Groundwater - Pump Test	\$ 15,000		\$ (15,000)	\$ -	\$ (21,300)
947-0011	Countryside Auto BMP-performance monitoring			\$ -	\$ -	\$ -
947-0016	Brown's Creek - BC Trails Park Parking Lot Perfm Mon			\$ -	\$ -	\$ -
947-0017	Brown's Creek Implementation - Ecoli site visits/cost-share	\$ 10,000		\$ -	\$ 10,000	\$ -
947-0018	Brown's Creek - Biological Survey (Macroinvert & Fish)	\$ 4,000		\$ -	\$ 4,000	\$ (4,810)
947-0022	Brown's Creek - Buffer and Stream Restoration	\$ 330,000		\$ 133,000	\$ 463,000	\$ 58,449
947-0023	Brown's Creek - Golf Course Reuse - Oak Glen	\$ -		\$ -	\$ -	\$ (6,300)
947-0025	Brown's Creek - Golf Course Reuse - SCC			\$ -	\$ -	\$ -
947-0026	Brown's Creek - Brown's Creek Cove Reach			\$ 20,000	\$ 20,000	\$ 20,000
948-0000	CIP Maintenance	\$ 30,900		\$ 135,000	\$ 165,900	\$ 48,300
950-0001	South School Curly Leaf Treatment	\$ 1,000		\$ (1,000)	\$ -	\$ (8,000)
950-0002	Lynch Lake Fish/Veg Management	\$ -		\$ -	\$ -	\$ (4,966)
951-0001	Woodpile Lake Management Plan Implementation	\$ 10,000		\$ (10,000)	\$ -	\$ (10,000)
953-0000	Fen Management Plan Implementation	\$ -		\$ -	\$ -	\$ (4,000)
956-0000	Bass East & West Management Plan	\$ -		\$ -	\$ -	\$ -
957-0000	Weather Station	\$ -		\$ 3,700	\$ 3,700	\$ -
959-0001	Resource Assessment - upstream 110th/Drone flight	\$ -		\$ 4,700	\$ 4,700	\$ 4,700
959-0002	Resource Assessment - Diversion Tribs - Head cut Repairs	\$ 60,000		\$ (60,000)	\$ -	\$ (60,000)
959-0003	Resource Assessment - Brown's Creek Gorge Bluff	\$ -		\$ -	\$ -	\$ (1,798)
960-0000	St Croix Phosphorus Reduction	\$ 10,000		\$ -	\$ 10,000	\$ -
961-0000	Mendel Wetland Restoration Feasibility	\$ 20,000		\$ 15,000	\$ 35,000	\$ (953)
962-0000	District-Wide Pond Management Planning/Implementation	\$ 10,500		\$ 4,500	\$ 15,000	\$ (19,657)
963-0000	District-Wide Vegetation Surveys	\$ 10,000		\$ (10,000)	\$ -	\$ (10,000)
964-0000	District-Wide Chloride Source Assessment	\$ 2,500		\$ -	\$ 2,500	\$ -
TOTAL MANAGEMENT PLAN PROJECT EXPENSES:		\$ 1,337,283	\$ 5,000	\$ 1,021,028	\$ 2,363,311	\$ (183,217)
TOTAL, OPERATING EXP. & MGMT. PLAN PROJECTS:		\$ 1,391,283	\$ 5,000	\$ 1,180,803	\$ 2,577,086	\$ (196,209)

memo



Project Name | BCWD Annual Budget

Date | 8/02/2023

To / Contact info | BCWD Board of Managers

Cc / Contact info | Karen Kill, District Administrator

From / Contact info | Camilla Correll, PE and BCWD Team

Regarding | 2024 Budget Recommendations

Objectives

District staff has developed a list of potential activities for the BCWD Board of Managers to consider during its 2024 budget discussions. These activities reflect what the BCWD could undertake in 2024 and includes projects identified in the BCWD 2017-2026 Watershed Management Plan as well as initiatives identified in the BCWD Plan Amendment and the Brown's Creek Watershed Nine Key Element Bridge Document.

This list is intended to serve as a starting point for Board discussion recognizing that the BCWD Board of Managers will make the final determination on priorities for implementation in 2024.

Proposed 2024 Budget Recommendations

Potential activities are organized under the categories included in the BCWD 2017-2026 Watershed Management Plan as identified below. Only those categories with recommendations for implementation activities are included in this memorandum. Recommended activities that are not identified in the Watershed Management Plan (and would require a plan amendment prior to implementation) are *italicized* and marked "NEW". All of the recommendations are summarized in a table on the last page of this memorandum.

- Stormwater Runoff Management (see page 12 of the 2017-2026 WMP)
- Erosion, Prevention and Sediment Control (see page 17 of the 2017-2026 WMP)
- Stream Management (see page 20 of the 2017-2026 WMP)
- Lake Management (see page 25 of the 2017-2026 WMP)
- Wetland Management (see page 29 of the 2017-2026 WMP)
- Floodplain Management (see page 32 of the 2017-2026 WMP)
- Groundwater Management (see page 34 of the 2017-2026 WMP)
- Ecological Health (see page 41 of the 2017-2026 WMP)
- Monitoring and Data Collection (see page 46 of the 2017-2026 WMP)
- Regulations (see page 50 of the 2017-2026 WMP)
- Climate Change Adaptation (see page 54 of the 2017-2026 WMP)
- Education, Outreach and Stewardship (see page 59 of the 2017-2026 WMP)
- Land Conservation (see page 65 of the 2017-2026 WMP)

WATERSHED MANAGEMENT PLAN UPDATE

- BCWD Watershed Management Plan Update – The current watershed management plan was adopted in 2017 and is operational through 2026. In 2026, the BCWD will need to adopt its updated plan to reflect what it plans to accomplish in the next 10-year cycle (2027- 2036). To facilitate budget discussions for 2027, the BCWD will want the draft plan completed by June

Commented [KK1]: Summary:

Levy increase 2.6% (consistent with proposed 3% annual increase in approved ten-year management plan) = \$30,388 increase from 2023 to 2024

Total budget decrease by \$196K or -7.2% due to reduced total proposed spending in 2024

Internal services 6% of total budget and consistent with previous years

BCWD estimated market values increased 17.9% in past year, tax burden decreases 12.9% (= \$44.04 per \$100K of assessed valuation)

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of 2026. As a result, district staff recommends initiating the planning process two years in advance of this date to allow for the plan development process (1+ years) and the formal review process (9 months). The BCWD has been setting aside \$25,000 annually to build the funds needed for the plan update.

Estimated cost: TBD – District staff is looking for Board direction on the scope of what it would like to address in the next 10-year watershed management plan (see BCWD Watershed Management Plan Update – Framework for Discussion).

STORMWATER RUNOFF MANAGEMENT

Includes *Monitoring and Maintenance of Stormwater Management Facilities*.

Operation & Maintenance Costs from CIP Standard Operating Procedures Manual (SOPM) – The costs in the following table reflect the anticipated annual cost from the CIP SOPM unless otherwise noted. Some of the District's projects are approaching the age that require more substantial restoration or replacement than budgeted for annually, e.g., THPP and the IESF. The District may wish to begin planning for these additional costs in their annual budget.

Commented [KK2]: 903-0001927-0000

\$217K

See attached memo

-Assumed \$10K Enhanced Outreach plan completed in 2023

-Included DEI plan \$15K (see further in this memo under outreach)

Options to reduce budget:

-this assumes all options, can reduce options

-this provides all funding in 2024; however, could determine spread over 2025

Table 1. Projects that the BCWD has obligated maintenance activities through agreements

Project (Year Complete)	Anticipated Annual Cost
<p>THPP (Flood Mitigation - 2000) Annual inspection of structures (culverts and drop structures) and infiltration basins (when dry), inspection reporting, vegetation maintenance (spot treatments, weed whipping), prescribed burns. Create a video of how to open the gate valve and a QR code to access the information. Estimated cost for these activities is \$6,000.</p> <p>Per the THPP Trench Inspection Results memorandum presented at the May Board Meeting, EOR recommends testing the lower elevations of the infiltration basin following the protocols of a Level 2 Assessment that is used to determine infiltration capacity or rates. The cost to perform that work can be found in the following table and will take approximately 2 days to complete the field testing and 1 to 2 days to prepare a summary of the testing. This work will primarily be performed by a geotechnical testing firm using a Double Ring Infiltrometer or similar device. Estimated cost for these activities is \$6,500.</p>	\$12,500
<p>Kismet Basin (Flood Mitigation - 2001) Annual inspection of structures (culverts & drop structures) & reporting, vegetation maintenance (spot treatments, weed whipping).</p>	\$3,700
<p>State Highway 95 & 96 Fish Baffles (Habitat Improvement - 2011) Annual inspection & reporting.</p>	\$500
<p>Oak Glen Golf Course Buffer (Habitat Improvement - 2011) Biannual inspection & reporting.</p>	\$500
<p>Iron-Enhanced Sand Filter at Settlers Glen (Water Quality - 2013) (1) On-going remote monitoring with seasonal operation inspections. Coordinate pump performance inspection and vegetation maintenance with contractors (incl. estimated contractor cost), annual reporting & SOPM update - \$15,000; (2) Filter media replacement budgeting for 2025 - \$50,000</p>	\$65,000
<p>Countryside Auto Repair BMP (Water Quality - 2011) Inspections, clearing of debris, coordination of and including system vacuum cleaning of one underground tank and velocity checks (Tanks - Biennial, last conducted 2022).</p>	\$6,000
<p>Brown's Creek Floodplain Restoration Project (2014) Inspection, vegetation maintenance (mowing, invasive removal, re-plant/seed as needed).</p>	\$3,200
<p>Brown's Creek Park Rock Crib (Water Quality - 2017) Inspections, clearing of debris, coordination of and including system vacuum cleaning of one underground tank (Tanks -Biennial).</p>	\$3,700
<p>Long Lake Tributary Headcut Stabilization (Water Quality - 2018) Inspection & Reporting; vegetation maintenance and managing invasive species.</p>	\$3,600
<p>McKusick Road Water Quality Improvement Project Coordination of and including system vacuum cleaning of three underground tanks and eight sump manholes (Tanks -Biennial, last conducted 2022).</p>	\$24,700

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Applewood Golf Course Reuse (Water Quality – 2022) <i>Operation and Maintenance activities.</i>	\$22,500
TOTAL	\$145,900

Commented [KK3]: 948-0000 CIP Maintenance

Table 2. Projects that the District has an interest in providing maintenance/oversight assistance

Project	Anticipated Annual Cost
<p>Norell Avenue Pond Water Quality Retrofit (2016) <i>Per the cooperative agreement, BCWD was responsible for inspections the first year following the retrofit and the City of Oak Park Heights will do inspections thereafter. The City’s MS4 permit is to cover maintenance needs for this pond. The District may wish to assist the City with inspecting the sediment depth to see that the pond sediment removal efficiency is maintained.</i></p>	\$500
<p>Indian Hills Golf Course Fen Vegetation Maintenance <i>BCWD is not responsible for the fen but has conducted this annually in the interest of maintaining the vegetation quality of this unique natural resource.</i></p>	\$4,000
<p>Oak Glen Golf Course Reuse Water Quality Project (2022) <i>The golf course is responsible for ongoing operation and maintenance (O&M). The District may consider keeping budget to see that O&M activities are being conducted. These can involve system startup and winterization guidance and coordination, monthly volume accounting end of year pump monitored volume summary (runoff reuse vs. well pumped) and update the O&M Manual.</i></p>	\$6,300
<p>Tributary Floodplain Restoration Project (2022) <i>Three years of site inspections and maintenance are currently under contract with Minnesota Native Landscapes through September 2024. However, the District may have an interest in conducting long-term operation and maintenance work such as vegetation maintenance and occasional prescribed burns. Native species seeded for the project are beginning to establish but regrowth of invasive species is likely without long-term management (i.e., spot treatments, prescribed burning, etc.).</i></p> <p><i>The District could also pursue the following types of management/restoration work along the tributary floodplain including:</i></p> <ul style="list-style-type: none"> - <i>Evaluate the banks that have more severe erosion issues to see if they self-heal as anticipated. If in the next couple of years, they aren’t improving this BCWD may want to go in and do something more active utilizing materials on-site (e.g., using harvested woody invasive species to create brush bundles for bank stabilization).</i> - <i>Pursue additional opportunities for invasive species management along the corridor. The project managed within 20-50 feet of the tributary but there is a lot of buckthorn beyond that buffer width. BCWD could use any additional budget to perform buckthorn removal outside of the buffer (e.g., similar to work completed for Millbrook buffer).</i> - <i>Could revisit the tributary repair work proposed downstream of the Jackson WMA. There is more work that could be done in this area.</i> 	\$1,000

<p><i>The headcut was a small component of the needs so additional work on this tributary would be beneficial.</i></p> <ul style="list-style-type: none"> - <i>Wetland downstream of Boutwell (between Boutwell and the rock checks installed by the BCWD previously) is also severely downcut and could benefit from an improvement which would bring the wetland elevation up. If there was landowner willingness, this would be a good spot for additional restoration activity.</i> 	
<p>Kittentail / Bluff Prairie Restoration Work Following initial invasive shrub & tree cutting within the approved MNDOT Highway Sponsorship Program project area in February 2022, EOR will continue to work with MNDOT, BCWD, and WCD as needed to conduct spot treatments of invasives and monitor re-sprouting of buckthorn within the bluff prairie.</p>	\$2,100
Brown's Creek Trail Vegetation Maintenance	\$2,400
Long Lake Shoreline Vegetation Maintenance	\$3,500
TOTAL	\$19,800

Commented [KK4]: 948-0000 CIP Maintenance...did not split out in budget in smaller categories

- **BCWD Cost-Share Program** - Expand participation in the BCWD's Cost-Share Program by targeting neighborhoods like Rutherford, Marylane Meadows, Gateway, BC Preserve to participate in a rain barrel program or a turf conversion which would offset the impact of additional (incidental) impervious coverage due to patios, decks, sheds, etc.
Estimated Cost: \$10,000 (assumption is 50 rain barrels at \$200 each)

Commented [KK5]: 914-0000 \$20K technical assistance WCD, \$30K cost-share funds

- **Chloride Source Assessment** - This assessment should include discussing road salt application with Washington County and local governments and performing a review of homeowners in the watershed that may use water softeners. As the Trend Analysis suggests, this assessment should be conducted watershed wide to address chloride loads to Long Lake and Brown's Creek. Water softener salt and road salt are the two largest sources of chloride in the Twin Cities Metropolitan Area.
Estimated Cost: \$2,500

Commented [KK6]: 964-0000...funds available in 2023 or carry forward

- **E. coli Source Reduction** - The BCWD has evaluated the sources of *E. coli* to Brown's Creek in the past. While evidence points to historic/naturally occurring sources of bacteria, the recommended action has been to continue private education to private landowners to reduce sources to Brown's Creek and coordination with Washington County. As the BCWD works towards its goal of improving stream health and increasing the number of access points along the creek, it may want to better understand the potential impacts of this water quality concern to public health and safety in this setting.
Estimated Cost: NA

Commented [KK7]: 947-0017... funds available in 2023 or carry forward

EROSION, PREVENTION AND SEDIMENT CONTROL

- **Brown's Creek Bluff Stability** - Both bluffs were surveyed in April 2021. Data analysis indicated further bluff erosion had occurred since 2016, particularly along the eastern bluff. EOR, BCWD, and DNR staff conducted a site visit in June 2021 to review site conditions and

discuss potential options for bluff stabilization. DNR staff are currently pursuing funding & developing draft design plans with a goal to implement a stabilization project in the fall of 2021 or spring 2022. The budget recommendation for 2024 includes time for EOR to assist with project design and construction plan reviews if requested by the MNDNR.

Estimated cost: \$2,500 (*This is already authorized in the 2023 budget – carry forward*)

STREAM MANAGEMENT

- Biological Assessment – The goals of BCWD’s routine fish and macroinvertebrate assessments are to develop a more robust understanding of the variability of species composition over time and to develop a long-term trend analysis of changes to the biological community in Brown’s Creek in response to on-going water quality projects implemented in the watershed.

At the May 2023 Board Meeting, Mike Majeski (EOR) and Joel Chirhart from MPCA reported on the improvements in stream health. During this presentation, the Board discussed the need to conduct macroinvertebrate sampling twice a year. The Board also discussed the changes to fish sampling given that a number of the local universities are no longer providing these services. The Board decided to reduce macroinvertebrate sampling to the collection of fall samples only.

Macroinvertebrate sampling will occur in September of 2024, and specimens will be sent to RMB Labs for taxonomic identification. The results of the assessments will be summarized in a brief technical memo that will include a comparison of 2024 data to previously collected data.

Estimated cost: \$4,000 (includes lab analysis of samples estimated at \$2,100)

Commented [KK8]: 947-0018

- Brown’s Creek Stream Restoration Project In January 2023, the Brown’s Creek Watershed District secured funding through a MPCA 319 grant to develop a 30% project design for the proposed Brown’s Creek Park Restoration Project. As part of the 30% design, EOR held a design charrette with MNDNR to discuss a preferred approach to address the degraded stream conditions within the project reach. It was agreed the design should prioritize reconnection of cutoff meanders, pattern adjustments to increase stream sinuosity, and grade control to reconnect the floodplain. Following the design charrette, EOR advanced the conceptual design and developed a 30% construction plan and cost estimate. A scope of services was prepared in July 2023 to advance the project through final design and implementation.

Estimated cost: \$90,400 (engineering fees)

Commented [KK9]: 947-0022
See memo from EOR 7-12-2023
Tasks 1-3 in 2023
Task 4 \$33,211 in 2024
Construction 2024 estimate \$430K

- Potential new project upstream of McKusick / HOA Reach - Geomorphic survey, data analysis, conceptual design and drafting, high-level construction cost estimate, and landowner outreach for project feasibility. Watershed to determine if they are interested in a project along this reach & how to fund it (watershed \$’s only, or grants like Brown’s Creek Park project). This area was second priority for restoration based on the SVAP / geomorphic assessments completed in 2022 that was recently presented to the Board in May 2023.

Option to reduce 2024 budget:
Determine amount not needed until 2025 and reduce accordingly



- **Estimated cost: \$20,000**
- **Routine drone flights of Brown's Creek** - A drone will be used to fly Brown's Creek from the headwaters wetland to Highway 95 / St. Croix to assess the corridor and to locate channel obstructions or areas of bank erosion. The flight will occur during base flow conditions and before leaf-out to maximize visibility of the creek banks. A continuous video will be developed for this reach with a summary of findings provided in the memo.
Estimated cost: \$4,700

Commented [KK10]: 947-0026 Brown's Creek Cove
Will receive additional \$320K grant in 2025, this will begin preparation for grant funds

Commented [KK11]: 959-0001

From BCWD Watershed Management Plan – Lower Priority Implementation Plan

- **Explore feasibility of using property adjacent to OGGC for location of large-scale rock crib** - During the McKusick Road water quality improvement project, the District explored the feasibility of constructing a rock crib on the downstream end of the system along Brown's Creek. While the District decided not to move forward with this component of the project, it did stub out a connection so that if the rock crib were constructed, stormwater collected along McKusick Road would be routed to the rock crib before discharging to Brown's Creek.
Before including the estimated cost of vetting this project further, District staff is interested in know if the Board is interested in proceeding with this project.
Estimated cost: TBD

Commented [KK12]: Did not include in budget
If interested, another potential option for MPCA 319 grant funds 2025

LAKE MANAGEMENT

- South School Section/ Lynch/Goggins Lakes - The Northern Chain of Lake WRAPS identified potential BMPs in the North - South School Section, and Lynch Lake watersheds through use of the PTMApp tool. The WPAPS prioritized BMPs in each lake watershed based on their cost effectiveness in terms of pounds of Phosphorus removed.

Lake Watershed	BMP Type	Cost Estimate Range	Effectiveness Estimate
North- South School Section	Six Sediment Basins	\$9K-\$30K	2 – 73 lbs P removal
Lynch Lake	Wetland Restoration, Sediment Basin, Grassed Waterway	\$2K - \$246K	2 – 125 lbs P removal
Goggins Lake			

These practices were prioritized and carried into the watershed management plan as being appropriate for the District’s cost share program. Individual projects were not carried into the WMP. No effort has been made to date to pursue these individual projects. An approach to actively pursue these projects would be to develop further schematic designs, update cost estimates and meet with interested landowners to determine interest and willingness to construct project. The existing BMP cost share program has a \$2,500 cap which would require landowners to potentially pick up a large portion of the project expense. Reviewing the cost share element of these practices may be necessary.

EOR will further investigate the feasibility & likelihood of landowner willingness of these potential projects prior to making any further recommendation.

Estimated Timeline: To be discussed at the August Board meeting

- Monitor for aquatic invasive species and implement controls as needed – BCWD has established a protocol for monitoring aquatic invasive species on School Section, Lynch, Goggins and Benz Lakes on 3 year interval. No sampling is scheduled for 2024.

Estimated cost: NA

- Regional Treatment Options in Long Lake Drainage Area

- Marketplace Re-Use Next Steps (landowner coordination and concept design) – The analysis for stormwater harvesting and reuse in the Marketplace drainage area has been completed. EOR has drafted the report and presented the findings to the City of Stillwater for review and comment. Brett Emmons, EOR will present the findings at the July Board meeting. District staff would like the Board to provide direction on next steps at the July Board meeting before developing a cost estimate. District staff will plan to revisit this budget item at the August Board meeting.

Commented [KK13]: Community meeting scheduled for later in 2023
Did not include funding in 2024 budget

Estimated Cost: To be discussed at the August Board meeting.

- 62nd Street Pond Flood Risk Reduction Cost Share - The Long Lake flood evaluation conducted in 2020 identified a lack of freeboard from the 100-year event at the nearby Long Lake Villa buildings. The city worked with BCWD to determine flood risk reduction options in 2023 and anticipate contracting the work in 2024. This budget amount is for cost-sharing of the project and any on-going coordination that is needed.

Estimated Cost: \$15,000

- Local Long Lake Improvements - The 2017-2026 Watershed Management Plan identifies a number of potential water quality improvement projects in the Long Lake drainage area. Since Long Lake is so close to being delisted, it is recommended that the BCWD continue to monitor the lake water quality data and revisit the need for a water quality improvement project if there is a change in the trend analysis.

Estimated Cost: No additional cost at this time.

- Brewers Pond Drainage Area BMP Assessment - Water quality has been declining in Brewers Pond and erosion issues have been identified along the storm sewer outfall from Northland Avenue. Northland Avenue and Court both drain to Brewers Pond without any stormwater treatment. This feasibility study will involve reviewing treatment options along the street as well as within the drainage and utility easement for the storm sewer corridor to Brewers Pond. Initial steps will involve utility investigation, topographic survey of select areas, and soil exploration, as needed. The City of Stillwater will be engaged to gather background information and discuss potential partnerships.

- **Estimated Cost: \$15,000**

WETLAND MANAGEMENT

- Mendel Wetland - Given the 2021 drought, and lack of data, groundwater monitoring was carried through 2022. Provision for further restoration concept refinement and associated cost-benefit analysis and/or landowner engagement is recommended for 2023 (\$31,500 estimated for 2023 budget).

Estimated Cost: To be discussed at the August Board meeting.

FLOODPLAIN MANAGEMENT

- Hydrologic and Hydraulic Model Update - Since the BCWD will be starting its next Plan update in 2024, it is recommended that the District complete the following model improvements District-wide to inform the plan development process:

- Update Climatology and Precipitation Data (34 hrs/\$6,180):
The current model was last updated in 2015 and has climatology data e.g., temperature, wind speed, and other observations needed to estimate

Commented [KK14]: 929-0012
\$42K Chloride Monitoring
\$183K Feasibility

Options to reduce budget:
-reduce monitoring to fewer ponds (save \$30K)
-complete only some of feasibility tasks in 2024, spread out to 2025

Commented [KK15]: 962-0000 District-wide Ponds
Planning/Implementation

Commented [KK16]: 961-0000
Assumed \$12K spent 2023
Assumed \$35K cost for 2024

Limited data was available by 8/3/2023 - more information will be available by the board meeting workshop

evapotranspiration, and rainfall data from 2005 through 2014. In the 2024 update, we propose to update the climatology and rainfall data to include the most recent complete year available at the time of the update. In addition, we propose to use distributed rainfall data from bias-corrected rainfall. The benefits of this improvement include:

- Longer time series available to simulate a wider range of conditions when conducting feasibility studies and designing BMPs
- Improved model accuracy from distributed rainfall as precipitation can vary greatly throughout the Brown's Creek watershed.
- Update Model due to Permitted Activity (190 hrs/\$24,520):

Since the last model update, 166 permits were approved by the District. EOR has identified 30 permitted activities with changes that should be included in the District's model to maintain the model's usefulness. In the 2024 update we propose reviewing the as-built plans for these and incorporate the land use changes, BMPs, and pipe or other conveyance changes. The benefits of this improvement include:

 - Maintaining model accuracy as the watershed continues to develop and change and,
 - Improved understanding how future proposed projects impact recently developed areas in future planning, feasibility, and design projects.
- Refine and Update Storage and Depressions (44 hrs/\$5,590):

The current model includes DNR public waters and BMPs up to 2015 using the 2-foot contour data that was available at the time (smoothed lines based on 3-meter square resolution). EOR proposes using the new LiDAR data (expected available in 2024) to refine storage throughout the model. The new higher resolution data will better define flood storage for closed depressions and BMPs in the watershed. The benefits of this improvement include:

 - An improved understanding of areas in the watershed that do not discharge runoff,
 - More refined flood footprints and mapping near infrastructure, also
 - Many small closed depressional areas are important to maintain flows and water quality in the watershed.
- Update Subcatchment Boundaries and Hydrologic Parameters (44 hrs/\$5,590):

The current model was built before high-resolution land cover data was available. Therefore, hydrologic parameters such as the percent impervious were approximated using less accurate aerial imagery. In addition, many subcatchments in the model will need to be adjusted to account for new developments which the new LiDAR data can help in automating as well. In the 2024 update, EOR proposes using new high-resolution land cover data, also planned to be available in 2024, to adjust model subcatchments and parameterize the hydrologic parameters in the model to more accurate and updated values. The benefits of this improvement include:

 - Maintaining model accuracy as the watershed develops and,
 - A more accurate impervious percentage estimate throughout the watershed which is a significant driver of runoff volume and peak flows.
- Model Calibration and Validation (88 hours/\$14,040):

Model calibration and validation is a process where model results are compared to observed data within the watershed and model parameters are adjusted to ensure the model predicts flows similar to observed conditions. Calibration is required with any major model update to correct for uncertainties inherent in the input data and in the model calculation methods. In the 2024 model update, EOR proposes to calibrate and validate the model using two recent warm season periods.

- o Report (100 hrs/\$15,810):
The project deliverable is expected to be the updated model and a model update report summarizing the improvements to the model.
 - o Project Meetings, Project Management, Quality Control (90 hrs/\$15,820)
- Model Update Total Cost (590 hrs/\$87,550)**

Additional Optional Model Enhancements

- o Groundwater Modeling (104 hrs/\$17,100):
In the 2015 model update, no groundwater modeling was included except for adding a monthly baseflow timeseries into the model at select locations. The model report suggested that including the PCSWMM groundwater module in the model would improve the model accuracy as the model struggled to simulate the receding limb of a large storm event used for calibration and underestimated flow volume in the stream. An optional task included in the 2024 model update is to add groundwater modeling which includes parameterizing aquifer parameters. The groundwater module more accurately accounts for the storage and release of the infiltrated water and how this flow interacts with lakes and streams. The benefit of adding groundwater modeling component to the model include:
 - e
- o Snowmelt and Multi-year simulation (94 hrs/\$15,080)
The current standard for using the BCWD model is looking at one warm season period. An optional task EOR proposes for the 2024 model update in addition to adding groundwater above is to add snow accumulation and snow melt into the model. Unlike most Watershed Districts, the BCWD has the WOMP monitoring station which monitors flow throughout the year and provides the data needed to calibrate a model through the winter. The benefits of including snow melt and snow accumulation and a multi-year simulation includes:
 - Expanded model ability to look at snow melt driven flooding events and evaluate early spring flooding driven by rainfall with lingering effects of snowmelt and,
 - Expanded model capability to evaluate questions in the watershed requiring a long term view such as projects that may change runoff volume in the stream or water levels in closed basins or lakes.
- o Future Extreme Precipitation (85 hrs/\$13,390)
Evaluate Impacts Related to Climate Change driven extreme precipitation - There are a number of methods for simulating the impacts of climate change as it relates to precipitation and extreme rainfall events. For example, the University of Minnesota has developed down-scaled precipitation data which can be used to estimate the

Commented [KK17]: 923-0000 H& H model update

Included all "additional option model enhancements" below.

\$87,550
 \$17,100
 \$15,080
 \$13,390
 \$18,160

Total = \$151K

Combined with flood risk assessment budget 923-0002 as several of these tasks accomplish that goal

Options to reduce budget:
 Spread out over 2025 (but would be best to complete early 2024 to inform management planning)
 Reduce optional enhancements

impacts of climate change mid- and end-of century. It has also become a common practice to use NOAA's precipitation frequency estimates with 90% confidence interval to represent more extreme (future) design events. It will be important to evaluate these scenarios as part of the watershed management planning process to better identify at-risk portions of the watershed in order to evaluate climate adaptation and resilience strategies. EOR will simulate three future design storm scenarios based on the current state of the science.

o Storm Transposition (106 hrs/\$18,160)

A relatively new approach to evaluate flooding within a community in conjunction with design storm analysis is storm transposition. Storm transposition is the process of moving a major storm event that caused significant damage in a nearby community to a different community to evaluate the impact. In the 2024 model update an optional task is to transpose a major storm included in the DNR's website Historic mega-rain events in Minnesota to the BCWD. The benefit of storm transposition include:

- Simulates real-world rainfall distribution that may show different flooding vulnerabilities than the typical design storm distribution,
- Being an actual event that occurred may resonate with stakeholders such that they are more likely to believe it can happen to them since it's not hypothetical,
- It doesn't rely on future climate projections. The climate we currently have is capable of producing the storm.

- o 2D Evaluation in Market Place - Review of the Atlas 14 100-year rainfall event in the Long Lake drainage area revealed flooding concerns around stormwater ponds within this urban area of the subwatershed. The modeled flood footprints will result in road overtopping along County Road 5, Washington Avenue, the Trunk Highway 36 Frontage Road, and Curve Crest Boulevard. The pond flooding footprints have impacted re-development decisions near the Lakeview Medical ponds and Washington Avenue Pond, e.g., Curio Dance Permit 23-10, future Lakeview EMS service center garage. Model refinements are required to better characterize the flood extent, the timing of this potential flooding, and overflow routes. It is recommended that a 2-dimensional hydraulic model be created for discrete portions of the Marketplace Area. This will allow the District to conduct a more thorough analysis of the flood risk and create visualization tools which will help the City, local businesses and residents better understand potential for flooding in this portion of the subwatershed. The Stillwater storm sewer GIS data does not contain comprehensive information for model construction. Surveying and updating the GIS with as-built information is assumed to be accomplished by the City of Stillwater or assumptions can be made within the model for invert and pipe slope. The accuracy of these parameters is less important when the objective is flooding review since storm sewer systems are often designed for the 10-year event and larger events result in overland and street flow. In addition to model construction, visualizations such as inundation mapping, reporting, and presentations to District staff, Board, and city are

assumed. Next steps will be identified, though iterations of proposed improvements would be part of a future phase.

Sub-Total Estimated cost: \$33,500

- Flood Risk Assessment – By intersecting the flood extents with other spatial datasets the BCWD can evaluate the consequences of flooding in order to prioritize the issues and opportunities. For instance, a dataset representing low-income areas and another dataset showing the areas with high infrastructure costs can be superimposed to show the areas in which flooding would have the highest social and economic impact.

Estimated cost: To be discussed at the August Board Meeting.

Commented [KK18]: See H&H Model update

GROUNDWATER MANAGEMENT

Groundwater Level Measurements

- Annual Groundwater Level Measurements - EOR recommends that BCWD continue to collect groundwater levels from its network of residential and golf course wells once every year. By sponsoring this data collection effort over several years, BCWD has started to accumulate a significant database of changing groundwater elevations over time in different aquifers and in different parts of the district. This data has been helpful in documenting and understanding the very low baseflow observed in Brown's Creek in 2013 and the extraordinarily high water levels experienced in Kimbro Basin in 2020. The data has also been useful in calibrating the regional groundwater model produced by consultants for 3M. The key value to this data has been the consistency in data collection and the duration of the data set.

Estimated cost: \$4,000

Commented [KK19]: 942-0004

Groundwater Coordination

- Continue to participate in the North and East Metro Groundwater Management Area Plan project advisory team.
- Provide government agencies with new information so that the North and East Metro Groundwater Model can be updated. DNR and Met Council continue to revise and improve the model. Working with their consultants to add BCWD data to the DNR model will help in the future when BCWD is ready to create a groundwater model that focuses on Brown's Creek.
- Continue to participate in meetings held by the Metropolitan Council to discuss the groundwater model being used to investigate the impacts of climate change on TCMA groundwater levels.
- Continue to investigate the effect of high volume pumping wells on Brown's Creek. This could include reviewing pumping records from Oak Glen golf course wells (and the new stormwater reuse system) and the City of Stillwater wells. Pumping records would be compared to changes in groundwater levels recorded in DNR observation wells and in stream piezometers (if installed in 2023).

- Continue discussing the possibility of installing other observation wells as part of MNDNR's Observation Well Program.

Total Estimated Cost: \$8,000

Commented [KK20]: 942-0011
Reduced these activities to \$4K

Assumes \$20K for Oak Glen GW Management Plan – scope still forthcoming in September

EOLOGICAL HEALTH

Items addressing ecological health are located elsewhere in the 2023 Budget Recommendations memorandum.

MONITORING AND DATA COLLECTION

- Weather Station - Continue collecting climatology data in 2023. This information is being collected to support a variety of District programs such as hydrologic and hydraulic model upgrades and calibration (which require 15-minute precipitation data), thermal modeling efforts, and other projects including the Settlers Glen iron-enhanced sand filter, THPP, and the Biological Monitoring Program. Recommend calibrating precipitation logger and making any replacements to sensors if needed.

Estimated cost: \$3,700

Commented [KK21]: 957-0000

- THPP Monitoring - The BCWD has committed to monitoring the THPP on a 3-year cycle and the last monitoring effort was completed in 2021. As a result, it is recommended that the District budget for the installation of 3 level loggers to monitor infiltration rates at the Basin 1-3 complex, as well as a temperature logger at the THPP outlet to record temperatures during discharge events. This budget include the cost to prepare a memorandum summarizing the data.

Estimated cost: \$6,500

Commented [KK22]: 903-0001

- Comprehensive Stormwater Structure Inventory - The Management Plan includes an estimated cost of \$20,000 to develop a comprehensive stormwater structure inventory database, combining and categorizing all surveyed structures with available structure data from the communities within the District. Washington County is in the process of inventorying the stormwater structures, though a completion date remains unknown. Oak Park Heights recently became an MS4 community in which the Stormwater Pollution Prevention Program requires storm sewer mapping and waterbody inventorying. It is recommended that the District's Stormwater Structure Inventory follow the completion of the community datasets. However, this may be a more valuable initiative if it were to expand county-wide which is perhaps more appropriately led by Washington County with input from all communities, watershed districts and organizations. District staff will plan to meet with Washington County to explore the need to create a clearinghouse for establishing and maintaining a centralized stormwater structure atlas.

Estimated cost: TBD (pending conversations with Washington County and Water Consortium)

Commented [KK23]: Did not include in budget

REGULATIONS

Rule Review

- Rule Revisions – As the District continues to implement its rules, it evaluates the how well the rules are understood and applied via the permitting program. The following topics have been flagged for further discussion and potential modifications to the rule language:
 - Consider changes to the rule language to allow mitigation without exacerbating onsite flood risk.
 - Evaluate simplifications to permitting and permitting thresholds to ensure we are balanced in our effort and treatment of properties (e.g., Single Family Residential) and make revisions as identified.
 - Application of pretreatment standards (currently only applies to infiltration practices).
 - Evaluating chloride management plan requirements.
 - Consider formalizing a treatment-in-lieu of requirement (e.g., something similar to Nine Mile Creek WD).
 - Evaluate how to address soil decompaction/soil amendment implementation concerns.
 - Address smaller rule language clean-up issues.

Estimated cost: \$30,000

Commented [KK24]: 909-0000

CLIMATE CHANGE ADAPTATION

See the activities identified as part of the H/H model update.

EDUCATION, OUTREACH AND STEWARDSHIP

EMWREP Activities

- Groundwater Education - Develop and implement an expanded education program for citizens and public officials on the interaction between groundwater and surface water, why water levels are so high, the value of and need to protect groundwater recharge areas and wetlands, and implementation of BMPs and LID and redevelopment strategies to protect groundwater resources.

Estimated cost: NA

- Diversity, Equity, and Inclusion (DEI) Visioning –The Brown’s Creek Watershed District (BCWD) is situated in a prime location for recreation, land stewardship, and economic development. To enhance the capacity and value of BCWD’s services and to unify the community as new changes arise, EOR recommends the BCWD develop an equity framework in advance or in tandem with the Flood Risk Assessment and the WMP Update. An equity framework will equip the BCWD with tools and knowledge to achieve the following:

- meet people where they are at,

Emmons & Olivier Resources, Inc.

1919 University Avenue West, Suite 300 St. Paul, MN 55104 T/ 651.770.8448 F/ 651.770.2552 www.eorinc.com

- remove barriers that are unique to those in and around BCWD's borders,
- develop flexible policies and programs based on need, and
- implement more equitable and targeted programming strategies

Development and application of an equity framework requires taking the following actionable paths (a number of which the Board has discussed and budgeted for in previous years):

- Diversity, Equity, and Inclusion (DEI) Training (included in the 2023 budget)
- Characterizing Diverse Needs in the BCWD (included in the 2023 budget)
- Creating an Equity Framework (recommendation for the 2024 budget)
- Expanding the District's Network / Partnership Development (recommendation for 2025 budget)

Estimated cost: \$15,000

Commented [KK25]: Included in 927-0000 Management Plan

- HOA Maintenance Support – EOR to provide engineering support to address the questions people have regarding maintenance of stormwater BMPs and how to create the materials needed to provide education and outreach re: maintenance. This may include support for an annual HOA conference.

Estimated cost: \$15,000

Commented [KK26]: 910-0000 Education and Outreach

EMWREP received grant 2023 for HOA maint needs survey and an intern to assist in developing materials. This budget would supplement those efforts.

- Flood Management Program – While the discussion of Flood Management will be important to revisit as part of the watershed management plan update, the District may want to budget for those items identified during the BCWD Plan Amendment discussions which took place in 2022:

- Develop outreach and guidance materials (or make existing materials available) related to flood-risk management. (Assume \$2,500)
- Develop a request for proposals template for homeowners seeking engineering design and construction services. (Assume \$4,000)
- Provide technical assistance to homeowners experiencing or at risk of flooding. (Assume \$2,500 each instance)

Estimated Cost - \$15,750

Commented [KK27]: 923-0002 Flood Risk Assessment

LAND CONSERVATION

- Evaluate Resource Protection Needs - Review and revise land protection corridors and priorities to reflect current resource protection needs.

Estimated cost: \$20,000

Commented [KK28]: 935-0003

- Acquisition of Easements – The BCWD has been setting aside funds for the potential acquisition of property as the opportunity arises (e.g., acquisition of the property at 110th street in partnership with Washington County). The District currently has \$100K in its budget for a future acquisition and should plan to grow this by \$50K annually.

Estimated cost: \$50,000

Commented [KK29]: 935-0000

- Easement Restoration – The BCWD has an easement over the property at 110th Street which is called the Brown’s Creek Conservation Easement. In 2017 the District developed the Brown’s Creek Conservation Area Management plan which identifies restoration activities for this easement. The following budget amount builds the funds available for larger restoration efforts slated for the future.

Estimated cost: \$25,000

Commented [KK30]: 935-0002

DRAFT

2024 WMP UPDATE – COST ESTIMATE FOR BUDGET PURPOSES

Date	07/29/2023
To / Contact info	BCWD Board of Managers and Karen Kill, District Administrator
From / Contact info	Camilla Correll and BCWD Team
Regarding	Cost Estimate to Update the BCWD WMP

Introduction

EOR has developed a preliminary cost estimate to update the BCWD’s 2017-2026 Watershed Management Plan. This update would begin in 2024 with the goal of completing the draft plan in 2025. While updating a comprehensive and well-developed watershed management plan may seem like a straightforward (low-cost) exercise, it takes time to revisit the content to make sure that it reflects our understanding of the system 10 years later and that it reflects to Board’s goals for watershed management. The 2026-2035 BCWD Watershed Management Plan is the guiding document that the Board of Managers will be using for future program and project implementation. It should reflect the vision and goals of the Board of Managers as well as the members of the community and local stakeholders. In addition, it should reflect the impacts we anticipate needing to respond to in the future.

This document is not a scope of work for approval but rather an estimate of what we think the effort will take for budgeting. As such, we have broken this cost estimate into (1) the required components of a Plan Update and (2) additional components for the Board’s consideration. These additional components include updating information which is currently being used to make management decisions, enhancing stakeholder engagement to bring new voices to the table, and taking a closer look at programmatic changes that has been a topic of concern for the Board as well as the development community.

The objective of this memorandum is to facilitate a decision by the Board of Managers for 2024 budget purposes. It should be noted that this cost estimate does not include time for District Staff and Legal Counsel.

Plan Component	Tasks	Estimated Cost
Stakeholder Engagement – Required Components	Kick Off Meeting	\$1,818
	Citizen Advisory Committee Meetings* (6)	\$10,908
	Technical Advisory Committee Meetings* (6) – Includes additional time to meet w/ member communities to discuss rules, permitting, flood mgmt., etc.	\$10,908
	Board Workshops	\$3,546
	Sub-Total	\$27,180
Enhanced Stakeholder Engagement – Additional Components	Public Consultation Plan	\$9,072
	Semi-Structured Survey**	\$10,664
	Project Website	\$12,006
	Story Map	\$10,416
	Video (e.g., YouTube, TikTok)	\$6,614**
	Intercept Activities (meeting people where they are)	\$7,872
	Sub-Total	\$56,644

	PM + QA/QC	\$2,592
	Stakeholder Engagement Total	\$86,416
Introduction and Plan Requirements – Required Components	Develop checklist for evaluating DEI, Climate Change + Co-Benefits to <i>use throughout the planning process</i>	\$3,000
	Update history to include cultural history	\$4,624
	Updates to Accomplishments, Purpose, Vision/Mission, District Boundaries, Board of Managers, Committees, Summary of Issues, Goals and Policies	\$1,875
	Sub-Total	\$9,499
	Introduction and Plan Requirements Total	\$9,499
Member Authorities and Responsibilities – Required Components	Updates to Regulatory Controls and Enforcement, LWMP requirements, Plans and Water Related Agreements, Funding Opportunities, and Financial Impact of Plan on Members	\$3,342
	Define BCWD’s Role in Flood Management	\$432
	Revisions re: Local Rule Adoption	\$432
	Member Authorities and Responsibilities Total	\$4,206
Land and Water Resource Inventory – Required Components	Update the LWRI to reflect new work completed by the BCWD (e.g., boundary revisions, new projects) and new information (e.g., climate trends, land cover, impairments, Brown’s Creek and Long Lake trend analysis, 2020 Census)	\$21,287
	Sub-Total	\$21,287
Land and Water Resource Inventory – Additional Components	Update Wetland Function and Value Inventory	\$24,000
	Rules Audit	\$11,120
	Sub-Total	\$35,120
	PM + QA/QC	\$2,592
	Land and Water Resources Inventory Total	\$55,815
Issues, Goals and Strategies – Required Components	Updates to the existing issues, goals and strategies	\$9,189
	Draft new issues, goals and strategies	\$3,063
	Metrics and Evaluation	\$2,364
	Sub-Total	\$14,616
Issues, Goals and Strategies – New Components	BMP Maintenance Issues	\$5,480
	Sub-Total	\$5,480
	PM + QA/QC	\$2,592
	Issues, Goals, and Strategies Total	\$22,688
Implementation Plan – Required Components	Review prioritization of programs and projects w/ Board	\$864
	Updates to CIP, O&M, Data Collection, Education Programs	\$2,886
	Updates to Implementation Plan	\$5,136
	Sub-Total	\$8,886
Implementation Plan – New Components	DEI best practices	\$864
	Sub-Total	\$864
	PM + QA/QC	\$2,592
	Implementation Plan Total	\$12,342

BCWD Administration – Required Components	Updates to Funding of District Activities, Plan Administration and Coordination, Assessment and Evaluation, Impacts to LGUs, Plan Amendments***	\$1,602
	Sub-Total	\$1,602
	BCWD Administration Total	\$1,602
DRAFT Plan + Review Process – Required Components	Develop DRAFT Plan	\$9,768
	Formal review process including response to comments and plan revisions	\$7,350
	Sub-Total	\$17,118
	PM + QA/QC	\$2,808
	DRAFT Plan Total	\$19,926
	TOTAL COST ESTIMATE	\$212,494
TOTALS	Required Components for Update	\$114,386
	New Components for Board’s Consideration	\$98,108

* The minimum amount of meetings could be three (one per planning phase). We are recommending two per planning phase to account for enhanced engagement (allowing for meeting people where they are) and topic-specific meetings with more technical audiences (i.e., member communities, the development community, etc.).

** This task subject to change depending upon the Board’s goals for the survey. EOR will look into partnering with UMN to conduct a more formal public survey.

*** Task assumes that District Administrator and Legal Counsel are taking the lead on this section of the Plan update.



MEMORANDUM

TO: BCWD Board of Managers

FROM: Rebecca Oldenburg, Senior Water Resource Specialist

DATE: July 25th, 2023

RE: **Marketplace District Reuse Monitoring Proposal 2024**

In order to better understand the water quality of the ponds surrounding the Marketplace District for possible water reuse targeted investigatory monitoring is warranted. The water reuse would allow for a reduction in groundwater pumping for irrigation and help support creek baseflow, but this water must be viable for irrigation purposes. Chloride is a pollutant of concern when it comes to water reuse as terrestrial vegetation has a tolerance threshold before the water is too saline and can limit or inhibit growth and cause mortality. Turf grass has a variable tolerance threshold for chloride depending on the species; but can generally handle ranges between 70 and 355 mg/L, before it may begin to show signs of stress (EOR Technical Memo 7/5/2019). Additionally, grass cut with a low mowing height (shorter grass) like what is required for the Oak Glen Golf Course, is less saline tolerant (Liu, Todd, and Lo 2023).

The Washington Conservation District (WCD) currently performs water quality sampling on 18 basins in the Brown's Creek Watershed District on behalf of BCWD. The WCD has been collecting chloride samples on these basins and two additional wetlands for two years now. Chloride is an accumulating pollutant that ends up in waterways and waterbodies often from road salting and home water softeners. The WCD would implement a similar monitoring regimen to the baseline water quality samples being collected on other BCWD waterbodies, sampling biweekly after ice-out from roughly April-October. A chloride sample would be collected from the surface and a secondary sample would be collected from the bottom water of each pond. Sampling for the entire season allows for a fuller picture of how chloride concentration may vary during an irrigation season. If ponds have high salinity during the spring due to snowmelt and road runoff but tail off as the summer starts irrigation may still be possible, or a delayed schedule could be considered. This would still result in a reduction in groundwater use. Before the initial collection a bathymetry survey would be conducted to understand the depth and contours of each pond in order to accurately sample from the deepest location. This is an important consideration as many ponds' depth and volume vary with precipitation and can dry up in drought years, leaving the potential to effectively concentrate chloride in the water.

The total cost for the Marketplace District reuse monitoring for 2024 is **\$42,120**.

Marketplace District Reuse Monitoring	Type	Labor Cost	Lab Cost	Total Cost/Site	Notes
Marketplace Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
62nd St Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Wildwood Pines Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Washington Ave Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Autumn Woods Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Cottages Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Clinic Pond 1	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Clinic Pond 2	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Tower Dr Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Rec Center Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Parkwood Lane Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
MnDOT Pond 1	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
MnDOT Pond 2	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
MnDOT Pond 3	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
MnDOT Pond 4	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Bathymetry - all ponds	BMA1	\$4,620	\$0	\$4,620	Rough bathymetry survey utilizing EOR's collector application
Total Lake WQ Monitoring		\$35,505	\$6,615	\$42,120	
Monitoring Summary					
		Labor Cost	Lab Cost	Total Cost	Notes
Total Lake WQ Monitoring 2024		\$35,505	\$6,615	\$42,120	

An alternative option is to monitor the four most prioritized ponds: Marketplace Pond, 62nd St Pond, Wildwood Pines Pond, and Washington Ave Pond.

The total cost for the same monitoring regimen as previously discussed for the four ponds is **\$11,232**.

Marketplace District Reuse Monitoring	Type	Labor Cost	Lab Cost	Total Cost/Site	Notes
Marketplace Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
62nd St Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Wildwood Pines Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Washington Ave Pond	LWQF1a	\$2,059	\$441	\$2,500	14x/yr surface chloride samples + hypo chloride samples
Bathymetry - 4 ponds	BMA1	\$1,232	\$0	\$1,232	Rough bathymetry survey utilizing EOR's collector application
Total Lake WQ Monitoring		\$9,468	\$1,764	\$11,232	
Monitoring Summary					
		Labor Cost	Lab Cost	Total Cost	Notes
Total Lake WQ Monitoring 2024		\$9,468	\$1,764	\$11,232	



1
2 DRAFT Minutes of the special and regular meetings of the Brown’s Creek Watershed District
3 Board of Managers, Wednesday July 12, 2023
4

5 ROLL CALL

Managers Present:	Others Present:
Klay Eckles, President	Karen Kill, BCWD administrator
Celia Wirth, Vice President	Camilla Correll, EOR, BCWD engineer
Charles LeRoux, Secretary	Michael Welch, Smith Partners, BCWD counsel
Gerald Johnson, Treasurer	Cameron Blake, BCWD staff
	John Sarafolean, EOR, BCWD engineer*
	Mike Majeski, EOR, BCWD engineer*
	Brett Emmons, EOR, BCWD engineer*
	Corey Boyer, PMA Financial Network, LLC*
	Karen and Paul Richtman, BCWD residents*
	Craig Reid, Heifort Hills Homeowners Association*
	Larry Kelly, Heifort Hills Homeowners Association*

6 * *regular meeting only*
7

8 **1) Call special meeting to order @ 5:00PM**

9 President Klay Eckles called the special meeting to order at 5:03 p.m.
10

11 **2) 2023 Budget Discussion**

12 Karen Kill presented an overview of a draft 2024 budget. The managers discussed
13 funding development of the next 10-year watershed management plan, work identifying
14 emerging issues of concern and public engagement. Ms. Kill will a menu budget options
15 for the August budget discussion, presenting:

- 16 • Chloride is an emerging topic and the board discussed its role. The managers
17 suggested they would like remain engaged and educated, but allow other
18 agencies to fill their roles as appropriate.
- 19 • Enhanced outreach and inclusive conversation during the planning process
20 will be important to ensure district policies, programs, and projects are
21 equitably protecting and improving water resources amongst our diverse
22 community.
- 23 • Dozens of developments have been completed in the past 20 years that have
24 installed stormwater management facilities that are nearing the need for

1 maintenance. Ms. Kill suggested that maintenance of stormwater practices
2 when homeowners' associations that often own the property on which such
3 facilities are located but who are not adequately prepared for this
4 responsibility should be considered in the next management plan.
5 The managers expressed in developing a strategy for evaluating the
6 effectiveness of the stormwater practices and buffers the district has required
7 to be installed, along with the effectiveness of the district's capital
8 improvement projects.

- 9 • The managers were supportive of the creation of a project website for the
10 public to engage in the management-plan process. The managers discussed
11 online public engagement and how to look at analytics to gauge the level of
12 engagement occurring.
- 13 • The managers inquired as to the models the district uses to inform
14 management decisions and suggested meeting with local partners on models
15 they may have. Staff will bring back options for the board to choose between
16 what kind of inventory and analysis is desired for the planning process.
- 17 • The managers discussed the importance of determining and stating the
18 district's role in supporting climate resiliency in the new plan.

19
20 The budget workshop adjourned at 6:32 p.m.

21
22 **3) Call regular meeting to order**

23 President Klay Eckles called the regular meeting to order at 6:37 p.m.

24
25 **4) Approve agenda**

26 **Manager Wirth moved, seconded by Manager Johnson, to approve the agenda as**
27 **presented. Motion carried, vote 4/0.**

28
29 **5) Public Comments**

30 Karen and Paul Richtman were present to talk about Brewer's Pond. They expressed
31 concern about water quality and shared observations of vegetation clearing on private and
32 public parcels on the pond. Mr. Richtman requested that the district determine
33 opportunities to retrofit the existing stormwater infrastructure to benefit Brewer's Pond.
34 The Richtmans expressed interest in assisting with public engagement to improve land-
35 use behaviors, such as native shoreline plantings.

36
37 **4) Consent Agenda**

38 **Manager Wirth moved, seconded by Manager Johnson to approve the consent**
39 **agenda:**

40 **a) Approve board meeting minutes of the June 14, 2023 regular meeting**

41 **b) Accept permit fee statement**

42 **c) Approve registration and expenses for administrator for Minnesota**
43 **Association of Watershed Administrators meeting in Baxter.**

44 **Motion carried 4/0.**

45
46 **5) Treasurer's Report**

1 a) **Review Authorized Funds Spreadsheet**
2 **Manager Johnson moved, seconded by Manager LeRoux, to accept the authorized**
3 **funds spreadsheet as presented. Motion carried, vote 4/0.**

4
5 b) **Current Items Payable**
6 **Manager Johnson moved, seconded by Manager Wirth, to approve the payment of**
7 **bills as presented in the amount of \$73,550.96**

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<u>Manager Eckles</u>	<u>X</u>			
<u>Manager Johnson</u>	<u>X</u>			
<u>Manager LeRoux</u>	<u>X</u>			
<u>Manager Wirth</u>	<u>X</u>			

8
9
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12
13 **Motion carried 4/0.**

14
15 c) **4M Fund Membership**

16 Corey Boyer from the PMA Financial Network, which administers the Minnesota
17 Municipal Money Market Fund or 4M Fund for the League of Minnesota Cities,
18 presented an overview of the program. Ms. Kill explained that other watershed districts
19 have had positive experiences with the program, receiving good returns without needing
20 to expend significant resources managing trades. The fund is run through US Bank,
21 which is currently a BCWD designated depository bank. The treasurer can work with the
22 administrator to look at investment options for the district. The current low interest rates
23 on deposited funds and on certificate of deposits yield about \$1,000 interest income
24 annually and a quick estimate for the 4M fund was \$23,000 annually. Michael Welch
25 explained that the fund meets state statutory restrictions and requirements on public
26 investment, and presents low risk to the district because the participants are governmental
27 entities similar to the district.

28
29 **Manager Eckles moved, seconded by Manager Wirth, to adopt Resolution 23-03,**
30 **authorizing the district to become a 4M participant, authorizing the board**
31 **president, secretary, and administrator to make actions, and for all board managers**
32 **and the administrator to be authorized officials.**

	<u>Yea</u>	<u>Nay</u>	<u>Abstain</u>	<u>Absent</u>
<u>Manager Eckles</u>	<u>X</u>			
<u>Manager Johnson</u>	<u>X</u>			
<u>Manager LeRoux</u>	<u>X</u>			
<u>Manager Wirth</u>	<u>X</u>			

33
34
35
36
37
38 **Motion carried 4/0.**

39
40 6) **Projects**

41 a) **Brown's Creek Restoration Project - Next Steps Scope (Task #1)**

42 Mike Majeski said the district engineer has developed a concept for stream
43 restoration, which would restore hydrologic connection to the floodplain and allow for
44 the restoration of a native vegetative understory. State and local agencies have weighed in
45 throughout the feasibility-assessment process. The next steps will be to complete an

1 Environmental Assessment Worksheet, provide notice to public agencies, and hold a
2 public hearing to consider ordering the project.

3 President Eckles expressed hesitation at the proposed expenditure of public funds
4 on an EAW process for a project that is wholly designed to improve resources and has
5 been developed in concert with Department of Natural Resources goals. Mr. Welch stated
6 the project appears to trigger a mandatory EAW, and failing to prepare an EAW may
7 preclude DNR for issuing a permit for the project. There is also a risk of delaying the
8 timeline for the project, jeopardizing completion within the grant-funding timeline. The
9 board directed staff to contact DNR staff to discuss whether they find that an EAW is
10 required for the project.

11 **Manager Wirth moved, seconded by Manager LeRoux, to approve Task 1 to**
12 **complete an environmental assessment worksheet not to exceed \$14,961 from**
13 **account 947-0022, contingent on inquiry with DNR. Motion carried 4/0.**
14

15 **b) Marketplace Reuse Study Presentation**

16 Brett Emmons presented the results of the Marketplace Reuse Study, explaining
17 the options for green space available for irrigation and storage in the Marketplace
18 subwatershed. Strategies to cover the cost can be further investigated, including grants
19 and a regional approach in which developers pay into the system to meet stormwater
20 rules. The managers discussed reuse systems, chloride pollution in the subwatershed and
21 Long Lake, current reuse treatment requirements from the state, and the impact a reuse
22 system could have on the Long Lake water levels to reduce future flooding. The
23 managers noted the complexities of implementing reuse into an already developed
24 system.

25
26 The managers asked if additional chloride monitoring could be done in the area in
27 the spring to provide more information. Staff will provide the board with next steps
28 options for consideration at the August meeting.
29

30 **8) Discussion Agenda**

31 **a) Updates**

32 **(1) Administrator**

33 **(a) Budget meeting – August 16, 2023 prior to regular meeting 5-6:30**
34 **p.m.**

35 **(b) Minnesota Watersheds Request for Resolutions**

36 No resolution ideas were suggested.

37 **(c) Groundwater Wellhead Protection Plan meeting Stillwater/Oak**
38 **Park Heights**

39 The meeting regarding overlapping wellhead protection plans occurred so
40 all parties are aware and the inconsistency between the two cities’
41 drinking-water vulnerability zones can be addressed during the next plan
42 update.

43 **(d) Minnesota Watersheds Summer Tour**

44 Ms. Kill shared her experience on the summer tour in southern Minnesota,
45 including her observations on the role diversity, equity, and inclusion
46 plays in the communities and their relation to water resources.

1 **(e) Minnesota Watersheds Survey**

2 Ms. Kill solicited the managers’ input to complete a survey on Minnesota
3 Watersheds’ educational and training opportunities.
4

5 **(2) Legal**

6 Mr. Welch updated the managers on a new law that state and county
7 officials must report fish kills to the state duty officer if they are notified
8 of one.
9

10 The state approved the BCWD boundary change, but has not yet filed
11 official notice with the secretary of state.
12

13 **(3) Engineer**

14 **North & East Metro Groundwater Management Area quarterly meeting**
15 **update**

16 Stu Grubb attended the North & East Metro Groundwater Management
17 Area quarterly meeting and reported there was no discussion of
18 groundwater issues that might affect the district. The main focus of
19 conversation was water conservation efforts, an update on groundwater
20 contamination clean-up efforts, the switch for St. Paul suburbs from
21 groundwater to surface water for drinking, and issues with municipal wells
22 in Blaine.
23

24 **(4) Managers**

25 No updates.
26

27 **b) August 16, 2023 Regular Meeting BCWD Board Agenda**

28 Mr. Welch will not be able to attend the meeting due to the date change and will
29 work with the administrator to determine if a replacement will be necessary based on the
30 August agenda.
31

32 **9) Adjournment**

33 **Manager Wirth moved, seconded by Manager Johnson, to adjourn the regular meeting at**
34 **9:00 p.m. Motion carried 4/0.**
35

36 Respectfully submitted by
37 Cameron Blake, BCWD staff and Charles LeRoux, Secretary

BROWN'S CREEK WATERSHED DISTRICT														
8/11/2023		RULES							TYPE				FEES OWED	
APPLICANT/PERMIT NO.	2	3	4	5	6	7	Decompaction	GOV	SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Bergmann Development/Sanctuary Permit No. 05-12	X	X	X				X				X		\$ -	
Cannon Parking - Trellis Weddings & Events Permit 11-14	X	X									X		(\$2,480.25)	
Brown's Creek Preserve Permit 13-10	X	X	X				X				X		\$12,328.20	
Stillwater Medical Center Parking Permit 13-26	X	X					X				X		\$3,039.10	
Brown's Creek Cove Permit 15-07	X	X	X				X				X		\$2,515.91	
Heifort Hills Permit 16-03	X	X	X	X			X				X		\$778.49	
Farms of Grant/White Oaks Savannah Permit 17-01	X	X	X				X				X		\$17,649.99	
The Lakes of Stillwater Permit 17-04	X	X	X				X				X		(\$154.75)	
West Ridge Permit 17-17	X	X	X				X	X			X		(\$461.36)	
Heifort Hills Estates Permit 18-02	X	X	X				X	X			X		\$40,706.96	
Boutwell Farms Permit 18-04A	X	X	X				X	X			X		(\$1,068.94)	
Hazel Place/Heritage Ridge Permit 18-05 (Was 17-09)	X	X	X				X	X			X		(\$2,503.38)	
Nottingham Village Permit 18-06	X	X	X				X				X		\$650.03	
Ridgecrest Permit 18-11	X	X					X	X			X		\$16.68	
St Croix Valley Recreation Center Expansion Permit 18-14		X					X	X	X				\$6,970.28	
Rogness Residence Permit 18-15		X									X		\$73.69	
Central Commons Permit 19-05	X	X	X				X	X			X		(\$5,000.00)	
TC Orthopedics Permit 20-03											X		\$10,100.00	

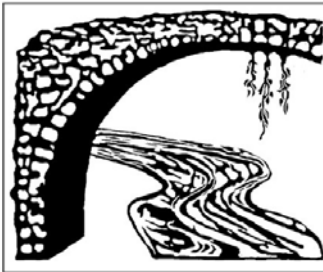
APPLICANT/PERMIT NO.	RULES							Decomp action	TYPE				FEES OWED	
	2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Neal Ave Road Reconstruction Permit 20-05	X	X							X				\$19,088.31	
CSAH 15-36 Interchange Permit 20-08		X			X	X			X				\$19,233.85	
Wahlquist Permit 20-10		X								X			(\$1,025.66)	
White Pine Ridge Permit 20-12		X					X			X			(\$631.32)	
Boutwell Farms Lot 2 Permit 21-05		X					x		x				(\$436.54)	
Boutwell Farms Lot 4 Permit 21-06		X					x		x				(\$788.82)	
Brown's Creek Cove Lot 11 Permit 21-07		X							x				\$287.27	
Brown's Creek Cove Lot 14- 1855 White Pine Ct Permit 21-08		X							x				\$289.89	
Westridge Block 1 Lot 1 Permit 21-09 - NOPV, no permit received		X					x		x				\$2,792.29	
White Oak Savannah Lot 107 Permit 21-11 -Sharkey		X							x				(\$95.36)	
Maryland Gateway Addition Permit 21-13	x	x				x				x			(\$928.11)	
Divine Custom - Heritage Ridge Lot 3- Permit 21-14		x					x		x				(\$406.60)	
Schwartz Residence Permit 21-15	x	x							x				(\$319.38)	
Ignagni Residence WOS B1L2 Permit 21-16		x							x				(\$2.79)	
Boutwell Farm (Lot 8)- Sharkey Permit 21-18		x					x		x				(\$479.25)	
Meron Residence-7950 Minar Ave Permit 21-19		x							x			\$322.23		
Westridge (Block 2, Lot 2) - Sharkey Permit 21-20		x					x		x				(\$491.82)	
Millbrook Park- City of Stillwater Permit 21-21	x	x	x						x				\$5,638.37	
Bond Residence		X	X						x				(\$20.78)	

APPLICANT/PERMIT NO.	RULES							Decompaction	TYPE				FEES OWED	
	2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Permit 21-22														
White Oak Savannah Lot 105- 7120 Lone Oak Trail Permit 21-24		x							x				(\$260.56)	
Juliene/Guerinno Permit 21-28		x							x				\$469.62	
Lakeview EMS Permit 21-32		x									x	\$15.50		
Fahey Permit 21-34		x							x				(\$743.78)	
White Oak Savannah B2L2 Permit 21-35		x					?		x				(\$616.23)	
White Oak Savannah B2L5 Permit 21-36		x					?		x				(\$904.27)	
White Pine Ridge 152 Northland Terrace Permit 21-38		x					x		x				(\$509.46)	
White Pine Ridge 454 Northland Terrace Permit 21-39		x					x		x				(\$904.46)	
White Pine Ridge 507 Northland Terrace Permit 21-40		x					x		x				(\$906.19)	
White Pine Ridge 256 Northland Terrace Permit 21-41		x					x		x				(\$906.19)	
White Pine Ridge 559 Northland Terrace Permit 21-42		x					x		x				(\$906.19)	
MNDOT TH-36 Permit 21-43		x						x				\$2,123.00		
Norell Ave N Improvements Permit 21-45	x	x					x	x				\$10,458.63		
Wash Co. CSAH 15 Permit 22-01		x						x				\$971.22		
Gonyea (8 lots) Permit 22-02		x								x			(\$1,426.58)	
Wetridge (12 lots) - Sharkey/GreenHalo Permit 22-03 (Transferred 21-30 and 21-31)		x								x			(\$591.44)	
Boutwell Farm Lot 9 - Sharkey/GreenHalo Permit 22-04		x								x			(\$263.26)	

APPLICANT/PERMIT NO.	RULES							Decompaction	TYPE				FEES OWED	
	2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
13290 Boutwell Road N - Sharkey/GreenHalo Permit 22-05		x								x				(\$619.76)
Heritage Ridge Lot 2 (605 Heritage Place) - Sharkey/GreenHalo Permit 22-06		x								x				(\$545.73)
Liberty Classical Academy Permit 22-07		x	x											(\$2,224.00)
Boutwell Farm- Sharkey remaining lots- Transferred to 23-03 Permit 22-08		x								x				\$818.72
Helmer Residence (Thomas Building Co.) Permit 22-09		x								x				(\$1,459.81)
Caribou (Herberger's Redevelopment) Permit 22-10		x	x								x			(\$3,721.26)
7125 Lone Oak Trail (WOS L106) Permit 22-11		x								x				\$6,536.94
7171 Mid Oaks Ave N Permit 22-12		x								x				(\$799.74)
Cahill Residence Permit 22-14		x								x				\$395.95
13199 Dellwood Rd Permit 22-15		x								x				\$198.62
Stillwater Streets Improvement- paving 72nd st Permit 22-16		x							x			\$0.00		
Read Residence Permit 22-17		x	x							x				\$1,022.57
Stillwater Oaks Permit 22-18		x	x							x				\$39,553.88
Miller Flood Protection Permit 22-19							x			x		\$2,816.00		
Popeyes OPH Permit 22-20		x									x			(\$604.50)
3837 Tending Green Permi 22-21		x	x							x				(\$5,197.29)
Fanberg Residence - Manning Estates L4B3 Permi 22-22		x								x				(\$831.78)
Carl Lee Builder - Heritage Ridge L4B1 Permi 22-23		x								x				(\$473.30)
7138 Lone Oak Trl N (WOS L109)		x								x				(\$328.71)

APPLICANT/PERMIT NO.	RULES							Decompaction	TYPE				FEES OWED	
	2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Permit 22-24														
7164 Lone Oak Trl (WOS L113) Permit 22-25		x							x				(\$361.59)	
Gagne Tending Green Permit 22-26		x							x				(\$788.61)	
WOS L102 Permit 22-27 transfer to 2023 permit #?		x							x				\$0.00	
WOS L118 Permit 22-29 transfer to 2023 permit #23-07		x							x				\$662.27	
Wash Co. CSAH 5 Phase II Permit 22-30		x						x				\$662.27		
Wash Co. CSAH 57 culverts Permit 22-31		x						x				\$0.00		
Cty Rd 61 Re-alignment Permit 23-01	x	x						x				\$7,520.97		
WOS L114 - Cates (7211 Lone Oak Trail Tweden) Permit 23-02		x	x			x			x				\$1,441.78	
Boutwell Farm Lot 1 (2545 Boutwell Farm Rd) Permit 23-03		x											\$6,218.98	
Westridge B1L4 (986 Creekside) Permit 23-04		x											(\$755.25)	
Rocket Carwash Permit 23-05	x	x											\$4,824.00	
Stillwater Street Improvements 2023 Permit 23-06		x						x				\$1,313.14		
7239 Lone Oak Trail (WOS L118) Permit 23-07		x											\$286.90	
72nd St Road and Trail Improvements Permit 23-08												\$3,087.17		
Kirn Residence (McLafferty 8000 Neal Ave) Permit 23-09		x							x				(\$734.75)	
Curio Dance Studio Permit 23-10	x	x									x		\$6,419.50	
7273 Lone Oak Trail- WOS Lot 122 - Freiroy Residence		x							x				\$66.84	

APPLICANT/PERMIT NO.	RULES							Dec omp actio n	TYPE				FEES OWED	
	2	3	4	5	6	7	GOV		SF RES	RES DEV	COM	EXEMPT	AMT DUE	
Permit 23-11														
CSAH 9 -Keystone Ave - Culvert Replacement Permit 23-12							x		x				\$1,484.50	
The Lakes - Phase III/Sandhill Shores Permit 23-13		x								x				(\$640.76)
Wiskow Berm Permit 23-14		x								x				(\$963.96)
7085 Lone Oak Trail- WOS L102- Mensah Residence Permit 23-15		x								x				(\$304.75)
TOTAL NON-EXEMPT DUE BCWD:	90	326	34	15	27	160			71	153	13	119	\$81,367.71	\$164,539.39
Total due back to applicants if closed:														(\$47,589.27)



**BROWN'S
CREEK
WATERSHED
DISTRICT**

455 HAYWARD AVE N
OAKDALE, MN
55128

651.330.8220 X26 [PHONE]
651.330.7747 [FAX]
WWW.BCWD.ORG

MEMORANDUM

TO: BCWD Board of Managers
FROM: Cameron Blake
RE: BCWD Board/CAC Tour August 30th
DATE: 2023 July 26, 2023

Background:

The BCWD Citizen Advisory Committee requested a tour of the watershed district at their April 10th meeting. The BCWD Board agreed to a joint tour at the April 12th Board meeting and August 30th was determined to be the date that worked for most.

The tour is proposed to consist of a historic tour of the northern part of the watershed district, the future project site of the stream restoration north of Brown's Creek Park, and a visit to an active construction site to discuss elements of the district inspection and permitting program.

Issue:

The estimated costs of the BCWD Board/CAC Tour are \$50 for refreshments and \$419 to rent a bus:

Requested Action:

Approve the BCWD Board/CAC Tour expenses not to exceed \$469 from 910-0000.

Managers:

Klay Eckles, President • Gerald Johnson, Treasurer • Chuck LeRoux, Secretary
• Celia Wirth

Project Name | Applewood Hills Golf Course Stormwater Reuse

Date | 8/03/2022

To / Contact info | BCWD Board of Managers

Cc / Contact info | Karen Kill, District Administrator

From / Contact info | Derek Lash

Regarding | Change Order No. 4

Purpose

The purpose of this memorandum is to summarize the Contractor's request to extend the dates for Substantial Completion and Final Completion.

Summary of Change Order No. 4

The Contractor (GM Contracting, Inc.) has requested the dates for Substantial Completion and Final Completion be extended to accommodate work following Xcel Energy's installation date of the project transformer that will provide power to the pump station. Xcel Energy completed the work on August 1st, well after their planned dates of June 26th and 27th.

The current completion dates are July 15, 2023 for Substantial Completion and July 31, 2023 for Final Completion. The Contractor has requested those dates be extended to October 15, 2023 and October 31, 2023 respectively.

Requested Action

EOR requests the Board of Managers to approve Change Order No. 4 to extend the dates for Substantial Completion and Final Completion.

SECTION 006363

CHANGE ORDER

NO. 4

Date of Issuance: 08/03/2023 Effective Date: _____

Project: Applewood Hills Golf Course Stormwater Reuse	Owner: Brown's Creek Watershed District	Owner's Contract No.: <u>N/A</u>
Contract: <u>N/A</u>	Date of Contract: <u>3/22/2022</u>	
Contractor: <u>GM CONTRACTING, INC.</u>		Engineer's Project No.: 00041-0373

The Contract Documents are modified as follows upon execution of this Change Order:

Description: CHANGE THE DATES FOR SUBSTANTIAL COMPLETION AND FINAL COMPLETION TO ACCOMODATE WORK FOLLOWING XCEL ENERGY'S INSTALLATION DATE OF THE PROJECT TRANSFORMER THAT WILL PROVIDE POWER TO THE PUMP STATION.

Attachments (list documents supporting change): N/A

CHANGE IN CONTRACT PRICE:

CHANGE IN CONTRACT TIMES:

Original Contract Price:
\$ _____

Original Contract Times: Working days Calendar days
Substantial completion (~~days or~~ date): 11/30/2022
Ready for final payment (~~days or~~ date): 2/28/2023

[Increase] [Decrease] from previously approved Change Orders No. _____ to No. _____
\$ _____

~~[Increase] [Decrease] from previously approved Change Orders No. N/A to No. N/A:
Substantial completion (days): N/A
Ready for final payment (days): N/A~~

Contract Price prior to this Change Order:
\$ _____

Contract Times prior to this Change Order:
Substantial completion (~~days or~~ date): 7/15/2023
Ready for final payment (~~days or~~ date): 7/31/2023

[Increase] [Decrease] of this Change Order:
\$ _____

[Increase] ~~[Decrease]~~ of this Change Order:
Substantial completion (~~days or~~ date): 10/15/2023
Ready for final payment (~~days or~~ date): 10/31/2023

Contract Price incorporating this Change
\$ _____

Contract Times with all approved Change Orders:
Substantial completion (days or date): 10/15/2023
Ready for final payment (days or date): 10/31/2023

RECOMMENDED:
By: *Jack J. Bush*
Engineer (Authorized Signature)

ACCEPTED:
By: _____
Owner (Authorized Signature)

ACCEPTED:
By: _____
Contractor (Authorized Signature)

Date: 08/03/2023

Date: _____

Date: _____

Approved by Funding Agency (if applicable):

Date: _____

EJCDC C-941 Change Order

Prepared by the Engineers Joint Contract Documents Committee and endorsed by the Construction Specifications Institute.

Brown's Creek Watershed District
2023 Budget
Revised 8-16-2023

		Revised 2022 Carry Forward for Approval	2023 Grants	2023 Levy	2023 Total Budget	Allocated	Available
100-2910	Designated Funds - Management Plan Projects	\$ 1,230,373.90			\$ 1,230,374		\$ 1,175,778
					\$ -		\$ -
Revenue					\$ -		\$ -
100-3700	Interest Income				\$ -		\$ -
100-3601	Metropolitan Council Outlet Monitoring Grant		\$ 5,000		\$ 5,000		\$ 5,000
100-3627	BWSR Clean Water Fund 2019 - Stormwater Reuse OG				\$ -		\$ 36,010
100-3628	BWSR Clean Water Fund 2020 - Stormwater Reuse SCC				\$ -		\$ -
100-3629	BWSR Clean Water Fund 2019 - Millbrook Riparian Restoration				\$ -		\$ 39,380
100-3630	Washington County Cost-share Applewood Reuse				\$ -		\$ 66,800
100-3631	MPCA Small Watershed Grant 2023-2026		\$ 320,706		\$ 320,706		\$ -
100-3400	Permits				\$ -		\$ -
100-3100	Tax Levy			\$ 1,150,415	\$ 1,150,415		\$ 1,122,277
TOTAL, ESTIMATED Sources of Funding		\$ 1,230,374	\$ 325,706	\$ 1,150,415	\$ 2,706,494	\$ -	\$ 2,445,245

ACCT. #	General Expenses	Revised 2022 Carry Forward for Approval	2023 Grants	2023 Levy	2023 Total Budget	Allocated	Available
200-4000	Manager Per Diem and Expense	\$ -		\$ 10,000	\$ 10,000	\$ 10,000	\$ -
200-4220	Secretarial Services	\$ -		\$ 4,000	\$ 4,000		\$ 4,000
200-4250	Dues & Subscriptions (MAWD 5000 and LMCIT 2000)	\$ -		\$ 7,000	\$ 7,000	\$ 7,000	\$ -
200-4270	Bonding & Insurance	\$ -		\$ 5,500	\$ 5,500	\$ 4,000	\$ 1,500
200-4280	Postage & Delivery	\$ -		\$ 1,000	\$ 1,000		\$ 1,000
200-4290	Printing & Notices	\$ -		\$ 1,000	\$ 1,000		\$ 1,000
200-4330	Accounting	\$ -		\$ 4,305	\$ 4,305	\$ 4,100	\$ 205
200-4331	Audit	\$ -		\$ 9,350	\$ 9,350	\$ 8,500	\$ 850
200-4949	Misc., Other Expense	\$ -		\$ 2,000	\$ 2,000	\$ 1,000	\$ 1,000
200-4320	Wash. Conservation District--Admin	\$ -		\$ 55,640	\$ 55,640	\$ 55,640	\$ -
200-4265	Admin Conference Registrations	\$ -		\$ 2,000	\$ 2,000	\$ 250	\$ 1,750
200-4410	Legal Fees - General	\$ (1,000.00)		\$ 25,480	\$ 24,480	\$ 24,480	\$ -
200-4500	Staff Engineer	\$ -		\$ 27,090	\$ 27,090	\$ 27,090	\$ -
	Diversity, Equity and Inclusion Training	\$ -		\$ 5,000	\$ 5,000		\$ 5,000
	Contingency Reserve	\$ 68,401.48		\$ -	\$ 68,401		\$ 68,401
TOTAL GENERAL FUND EXPENSES:		\$ 67,401.48	\$ -	\$ 159,365	\$ 226,766	\$ 142,060	\$ 84,706

ACCT. #	MANAGEMENT PLAN EXPENSES	Revised 2022 Carry Forward for Approval	2023 Grants	2023 Levy	2023 Total Budget	Allocated	Available
300-4320	Wash. Conservation District--Administrator	\$ 3,610.00		\$ 166,400	\$ 170,010	\$ 170,010	\$ -
300-4410	Legal Fees - Mgmt Plan	\$ -		\$ 52,000	\$ 52,000		\$ 52,000
300-4501	Staff Engineer	\$ 5,841.00		\$ 80,325	\$ 86,166	\$ 86,166	\$ -
300-4702	Permitting, Legal Review	\$ -		\$ 13,000	\$ 13,000		\$ 13,000
300-4703	Permitting, Engineering Review	\$ -		\$ 52,500	\$ 52,500		\$ 52,500
300-4704	Permitting, Inspection Database	\$ -		\$ 1,000	\$ 1,000		\$ 1,000
300-4710-1	Baseline Monitoring	\$ 13,215.00	\$ 5,000	\$ 125,000	\$ 143,215	\$ 143,215	\$ -
300-4640	Equip. Maint. and Upgrades	\$ -		\$ 27,500	\$ 27,500	\$ 4,580	\$ 22,920
300-4810	Shared Educator Position	\$ -		\$ 20,500	\$ 20,500	\$ 20,500	\$ -
300-4950	Management Plan Implementation -future projects	\$ 20,992.83		\$ -	\$ 20,993		\$ 20,993
903-0001	Trout Habitat Preservation Project: Monitoring,	\$ 2,231.00		\$ 6,300	\$ 8,531	\$ 8,531	\$ (0)
909-0000	Rules Review/Evaluation	\$ 17,123.00		\$ 10,000	\$ 27,123		\$ 27,123
909-0001	Groundwater Dep Nat Resource Inventory update	\$ 10,000.00		\$ -	\$ 10,000		\$ 10,000
909-0002	Permitting Program Internal Procedure updates	\$ -		\$ 25,000	\$ 25,000		\$ 25,000
910-0000	Education & Outreach	\$ 6,537.00		\$ 10,000	\$ 16,537	\$ 7,562	\$ 8,975
911-0000	Volunteer Stream Monitoring	\$ (203.50)		\$ 4,160	\$ 3,957	\$ 3,957	\$ -
912-0000	Grant Preparation	\$ -		\$ 5,000	\$ 5,000		\$ 5,000
914-0000	Homeowner BMP Program	\$ 8,000.00		\$ 60,000	\$ 68,000	\$ 22,692	\$ 45,308
922-0000	Plan Reviews - LGU/LWMP	\$ -		\$ -	\$ -		\$ -
923-0000	H & H Model Maintenance	\$ 5,000.00		\$ 5,250	\$ 10,250		\$ 10,250
923-0002	Flood Risk Assessment	\$ 108,000.00		\$ (8,000)	\$ 100,000	\$ 10,684	\$ 89,316
927-0000	Management Plan Update	\$ 57,000.00		\$ 90,000	\$ 147,000	\$ 10,000	\$ 137,000
929-0000	Long Lake Plan Implementation-shoreline management	\$ -		\$ 3,700	\$ 3,700		\$ 3,700
929-0010	Long Lake -Implementation - regional treatment	\$ 273,750.00		\$ (35,000)	\$ 238,750	\$ 228,234	\$ 10,516
929-0011	Long Lake - 62nd Street Pond Retrofit Feasibility	\$ 15,773.00		\$ 3,350	\$ 19,123		\$ 19,123
929-0012	Long Lake - Marketplace Reuse Feasibility	\$ 1,919.07		\$ 164,900	\$ 166,819	\$ 1,919	\$ 164,900
931-0001	Benz Lake Management Plan Implementation			\$ 15,500	\$ 15,500		\$ 15,500
932-0004	Iron Enhanced Sand Filter/Performance Monitoring	\$ (9,000.00)		\$ 9,000	\$ -		\$ -
935-0000	Land Conservation Program	\$ 50,000.00		\$ 50,000	\$ 100,000		\$ 100,000
935-0002	110th Street Property Implementation	\$ 23,456.71		\$ 25,000	\$ 48,457		\$ 48,457
935-0003	Develop Land Conservation Priorities	\$ 20,000.00		\$ -	\$ 20,000		\$ 20,000
940-0000	BMP Program - LGU/Community Demonstration Projects	\$ 10,000.00		\$ -	\$ 10,000		\$ 10,000
940-0001	Flood Prevention Grant Program	\$ 100,000.00		\$ (100,000)	\$ -		\$ -
942-0004	Measuring Trends in GW Elevations & Flow	\$ 1,662.00		\$ 12,600	\$ 14,262	\$ 8,686	\$ 5,576
942-0007	Groundwater - Browns Creek piezometers	\$ 11,200.00		\$ (2,240)	\$ 8,960		\$ 8,960
942-0011	Groundwater - Coordination with users	\$ 1,215.00		\$ 4,725	\$ 5,940	\$ 5,940	\$ -
942-0012	Groundwater - Install Monitoring Wells	\$ 33,901.00		\$ 31,900	\$ 65,801	\$ 7,440	\$ 58,361
942-0013	Groundwater - Pump Test	\$ 8,000.00		\$ 13,300	\$ 21,300	\$ 5,952	\$ 15,348
947-0011	Countryside Auto BMP-performance monitoring	\$ (2,080.00)		\$ 2,080	\$ -		\$ -
947-0016	Brown's Creek - BC Trails Park Parking Lot Perfm Mon	\$ (2,600.00)		\$ 2,600	\$ -		\$ -
947-0017	Brown's Creek Implementation - Ecoli site visits/cost-share	\$ 10,000.00		\$ -	\$ 10,000		\$ 10,000
947-0018	Brown's Creek - Biological Survey (Macroinvert & Fish)	\$ 810.31		\$ 8,000	\$ 8,810	\$ 4,607	\$ 4,203
947-0020	Brown's Creek - Stream Channel Survey	\$ -		\$ -	\$ -		\$ -
947-0022	Brown's Creek - Buffer and Stream Restoration	\$ 83,845.88	\$ 320,706	\$ -	\$ 404,551	\$ 45,675	\$ 358,876
947-0023	Brown's Creek - Golf Course Reuse - Oak Glen	\$ -		\$ 6,300	\$ 6,300		\$ 6,300
947-0025	Brown's Creek - Golf Course Reuse - SCC	\$ 44,000.00		\$ (44,000)	\$ -		\$ -
948-0000	CIP Maintenance	\$ 18,500.00		\$ 99,100	\$ 117,600	\$ 79,966	\$ 37,634
950-0001	South School Curly Leaf Treatment			\$ 8,000	\$ 8,000	\$ 6,890	\$ 1,110
950-0002	Lynch Lake Fish/Veg Management	\$ 466.00		\$ 4,500	\$ 4,966	\$ 4,966	\$ -
951-0001	Woodpile Lake Management Plan Implementation	\$ 10,000.00		\$ -	\$ 10,000		\$ 10,000
953-0000	Fen Management Plan Implementation	\$ (100.00)		\$ 4,100	\$ 4,000	\$ 4,000	\$ -
956-0000	Bass East & West Management Plan	\$ -		\$ -	\$ -		\$ -
957-0000	Weather Station	\$ -		\$ 3,700	\$ 3,700	\$ 3,622	\$ 78
959-0002	Resource Assessment - Diversion Tribs - Head cut Repairs	\$ 125,000.00		\$ (65,000)	\$ 60,000		\$ 60,000
959-0003	Resource Assessment - Brown's Creek Gorge Bluff	\$ 1,797.50		\$ -	\$ 1,798	\$ 1,798	\$ -
960-0000	St Croix Phosphorus Reduction	\$ 10,000.00		\$ -	\$ 10,000		\$ 10,000
961-0000	Mendel Wetland Restoration Feasibility	\$ 29,952.87		\$ 6,000	\$ 35,953	\$ 3,985	\$ 31,968
962-0000	District-Wide Pond Management Planning/Implementation	\$ 24,156.75		\$ 10,500	\$ 34,657	\$ 24,157	\$ 10,500
963-0000	District-Wide Vegetation Surveys	\$ 10,000.00		\$ -	\$ 10,000		\$ 10,000
964-0000	District-Wide Chloride Source Assessment			\$ 2,500	\$ 2,500		\$ 2,500
TOTAL MANAGEMENT PLAN PROJECT EXPENSES:		\$ 1,162,972.42	\$ 325,706	\$ 991,050	\$ 2,479,728	\$ 925,733	\$ 1,553,995
TOTAL, OPERATING EXP. & MGMT. PLAN PROJECTS:		\$ 1,230,373.90	\$ 325,706	\$ 1,150,415	\$ 2,706,494	\$ 1,067,793	\$ 1,638,701

BROWN'S CREEK WATERSHED DISTRICT
 8/16/2023
 CURRENT ITEMS PAYABLE-PAGE 1 of 2

	YES	NO	ABSTAIN	ABSENT
ECKLES	_____	_____	_____	_____
JOHNSON	_____	_____	_____	_____
LEROUX	_____	_____	_____	_____
WIRTH	_____	_____	_____	_____

VENDOR

Emmons & Olivier Resources, Inc Invoices July 2023

	ACCOUNT #	ITEMS	TOTAL	CK NO
Inv. 41-0000-212 Retainer	300-4500	\$ 7,078.50		
Inv. 41-0000-212 Retainer	200-4500	\$ 2,359.50		
Inv. 41-0001-215 Permits 2000-2007	300-4703	\$ 3,980.25		
Inv. 41-0215-101 Permits 2013				
Permitting #13-10 Brown's Creek Preserve	300-4703	\$ 594.00		
Inv. 41-0255-61 Permits 2015				
Permitting #15-07 Brown's Creek Cove	300-4703	\$ 1,518.00		
Inv. 41-0307-77 Permits 2017				
Permitting #17-01 Grant Holdings Subd	300-4703	\$ 1,492.81		
Permitting #17-17 West Ridge	300-4703	\$ 693.72		
Inv. 41-0330-66 Permits 2018				
Permitting #18-02 Heifort Hills Estate	300-4703	\$ 52.79		
Permitting #18-04 Boutwell Farm	300-4703	\$ 109.26		
Permitting #18-05 Hazel Place	300-4703	\$ 55.03		
Inv. 41-0365-40 Permits 2020				
Permitting #20-05 Neal Ave Road Reconstruction	300-4703	\$ 58.50		
Permitting #20-12 White Pine Ridge	300-4703	\$ 468.00		
Inv. 41-0384-28 Permits 2021				
Permitting #21-07 Brown's Creek Cove (Lot 11)	300-4703	\$ 29.25		
Permitting #21-08 Brown's Creek Cove (Lot 14)	300-4703	\$ 29.25		
Permitting #21-09 Westridge	300-4703	\$ 92.51		
Permitting #21-13 Maryland Gateway	300-4703	\$ 71.78		
Permitting #21-21 Millbrook West Park	300-4703	\$ 49.50		
Permitting #21-22 Bond Residence	300-4703	\$ 71.78		
Permitting #21-35 WOS Lot 104	300-4703	\$ 52.79		
Inv. 41-0402-18 Permits 2022				
Permitting #22-03 Sharkey/Westridge (4 lots)	300-4703	\$ 167.76		
Permitting #22-07 Liberty Academy	300-4703	\$ 254.25		
Permitting #22-11 WOS Lot 106	300-4703	\$ 754.42		
Permitting #22-14 Cahill Heritage Ridge L5	300-4703	\$ 55.03		
Permitting #22-15 13199 Dellwood Road	300-4703	\$ 29.25		
Permitting #22-18 Stillwater Oaks	300-4703	\$ 5,366.25		
Permitting #22-21 Tending Green	300-4703	\$ 55.03		
Permitting #22-23 Ferguson, Heritage Ridge L4	300-4703	\$ 105.28		
Permitting #22-24 WOS Lot 109	300-4703	\$ 106.81		

EOR (Cont.)	Permitting #22-25 WOS Lot 113	300-4703	\$	106.81	
	Permitting #22-26 3823 Tending Green	300-4703	\$	55.03	
	Permitting #22-30 CSAH 5 Ph2	300-4703	\$	55.03	
	Inv. 41-0420-7 Permits 2023				
	Permitting #23-01 CR 61	300-4703	\$	109.26	
	Permitting #23-02 WOS Lot 114	300-4703	\$	134.32	
	Permitting #23-03 Boutwell Farm Lot 1	300-4703	\$	109.26	
	Permitting #23-06 2023 Street Improvements	300-4703	\$	71.78	
	Permitting #23-07 WOS Lot 118	300-4703	\$	54.02	
	Permitting #23-08 72nd Street	300-4703	\$	106.81	
	Permitting #23-09 Kirn Residence, 8000 Neal	300-4703	\$	55.03	
	Permitting #23-10 Curio Dance Studio	300-4703	\$	714.75	
	Permitting #23-11 WOS Lot 122	300-4703	\$	851.34	
	Permitting #23-13 Sandhill Shores	300-4703	\$	106.81	
	Permitting #23-14 Wiskow Berm	300-4703	\$	36.04	
	Permitting #23-15 WOS Lot 102	300-4703	\$	695.25	
	Inv. 41-0421-7 IESF OM 2023	948-4500	\$	1,362.00	
	Inv. 41-0418-8 Brown's Ck Pk Restoration	947-0022	\$	5,804.50	
	Inv. 41-0414-8 OGGC Reuse Maintenance and Monitoring	947-0023	\$	99.00	
	Inv. 41-0430-1 Benz/School Section Outreach	962-0000	\$	2,686.50	
	Inv. 41-0297-16 BCWD Boundary Review	923-0000	\$	364.50	
	Inv. 41-0389-14 Mendel Rd Wetland Groundwater	961-0000	\$	1,732.50	
	Inv. 41-0400-13 District-wide Pond Management	962-0000	\$	1,084.00	
	Inv. 41-0426-2 Rare Plant Survey- Lynch Lake	950-0002	\$	3,457.05	\$ 45,602.89
Washington Conservation District	Inv. 6102 June 2023- Water Monitoring				
	Baseline Water Monitoring- labor	300-4710	\$	10,133.33	
	Baseline Water Monitoring- equipment	300-4640	\$	61.44	
	Inv. 6147 June 2023- BMP Program	914-0000	\$	2,627.50	
	Inv. 6111 2nd Quarter 2023 Educator - EMWREP	300-4810	\$	5,120.33	
	Inv. 6157 Volunteer Stream Monitoring	911-0000	\$	1,716.22	
	Inv. 6156 Administration Q2 2023				
	Administration (1/3)	200-4320	\$	18,877.25	
	Administration (2/3)	300-4320	\$	37,754.51	
	Workshop Expenses	200-4949	\$	112.26	
	Rainbow Trout Prints	910-0000	\$	107.00	\$ 76,509.84
Smith Partners	July Invoices				
	Inv. 44179 Retainer - Meetings, Preparation	200-4410	\$	2,071.12	
	Inv. 44180 General Legal Services	300-4410	\$	323.07	
	Inv. 44181 Planning	300-4410	\$	378.94	
	Inv. 44182 Boundary Changes	300-4410	\$	107.60	
	Inv. 44183 Contracts	300-4410	\$	398.70	

	Inv. 44184 Budget/Levy/Audit	300-4410	\$	995.30	
	Inv. 44190 Capital Project Development	300-4410	\$	57.49	
	Inv. 44188 Rice	300-4410	\$	40.45	
	Inv. 44187 Sureities	300-4410	\$	349.88	
	Inv. 44185 Permits	300-4703	\$	2,099.19	
	Inv. 44186 Policy Issues	300-4410	\$	188.30	
	Inv. 44189 Oak Glen Golf Club Project	300-4410	\$	26.90	
	Inv. 44191 Brown's Creek Restoration	300-4410	\$	1,971.70	\$ 9,008.64
Xcel Energy	Inv. 837683802- Iron Enhanced Sand Filter pump operation	948-4500	\$	40.10	\$ 40.10
Dave McCord	Inv. 4101 June 2023 Accounting Services	200-4330	\$	380.00	\$ 380.00
Sustainable Stillwater MN	Raptor Center Contribution for BCWD Community Event	910-0000	\$	232.50	\$ 232.50
TCO Real Estate Fund 2, LLC	Permit #20-03 TC_Orthopedics Close Out	300-4703	\$	18,763.01	\$ 18,763.01
Total Amount Disbursed					\$ 150,536.98

BROWN'S CREEK WATERSHED DISTRICT

8/16/2023

MONTHLY ITEMS DEPOSITED - Page 1 of 1

VENDOR	INVOICE/DESCRIPTION	ACCOUNT #	CK NO	DEPOSIT DATE	TOTAL
Cates Fine Homes, LLC	Permit Fee #23-11 7273 Lone Oak Trail	300-4703	33463	7/17/2023	\$ 3,000.00
Cates Fine Homes, LLC	Permit Fee #23-15 7085 Lone Oak Trail	300-4703	33462	7/13/2023	\$ 1,000.00
Royal Credit Union	CD interest				
		2217 100-3700	--	6/30/2023	\$ 362.27
		2225 100-3700	--	6/30/2023	\$ 177.30
		2233 100-3700	--	6/30/2023	\$ 177.30
TOTAL AMOUNT DEPOSITED:					\$ 4,716.87

Brown's Creek Watershed District		
Treasurer's Report		
16-Aug-23		
	Checking balance (9903)	\$880,462.23
	Money Market balance (6671) :	\$2,447.89
	Permit balance (6614) :	\$400,853.23
	Certificate of Deposit balance:	\$204,879.62
	Total :	\$1,488,642.97
	Accounts payable:	\$150,536.98
	Unrecorded deposits:	
	Total balance :	\$1,338,105.99



July 26, 2023

VIA CERTIFIED U.S. MAIL & EMAIL

John Sharkey
Paul Przybylowski
GreenHalo Builds
610 Main Street North, Suite 111
Stillwater, MN 55082

Re: Brown's Creek Watershed District Board of Managers permit 23-03 - fees due

Mr. Sharkey and Mr. Przybylowski,

As you know, on May 12, 2023, the Brown's Creek Watershed District Board of Managers issued the attached order pertaining to property you own at 2545 Boutwell Farm Road North, Stillwater, and the associated BCWD permit, 23-03. While you have completed the substantive site-repair tasks and submitted the plans required by the order (items 1-4, p. 5), item 5 remains outstanding:

5. Pay the required BCWD fee deposit for permit 23-03 of \$5,000 by May 24, 2023.

As of July 6, 2023, the permit-fee amount outstanding was \$6,109.72, meaning that since the May 24, 2023, order, you have incurred another \$1,109.72 in costs, which are also now due.

Payment of the outstanding amount due by August 4, 2023, is necessary. Absent receipt of payment or at least a good-faith effort toward payment, I will seek authorization from the BCWD Board of Managers to seek judicial enforcement of the order in Washington County District Court and to initiate proceedings to place a lien for the outstanding amount plus costs on the property 2545 Boutwell Farm Road North.

Sincerely,

Karen Kill
Administrator, BCWD

Encl May 12, 2023, order - 2545 Boutwell Farm Road North, BCWD permit 23-03

Cc (via email)/ BCWD Board of Managers; Camilla Correll and Paul Nation, EOR; Michael Welch, Smith Partners PLLP; Dillon McClung, Reabar Abdullah, City of Stillwater

Managers:

Klay Eckles, President • Celia Wirth, Vice-President • Chuck LeRoux, Secretary • Jerry Johnson, Treasurer
BCWD Board Packet 8-16-2023
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ENHANCED STAKEHOLDER ENGAGEMENT RECOMMENDATIONS

Date	08/2/2023
To / Contact info	BCWD Board of Managers
From / Contact info	Camilla Correll, PE; Evan Murdock; Will Martin
Regarding	Enhanced Stakeholder Engagement Recommendations

Background

Key to managing a natural resource is understanding the relationship between that resource and the people and communities that engage with it. Every human on earth resides within a watershed, breathes air, and consumes natural resources from places both local and remote. Similarly, these resources are impacted by the ways in which people live with and within them. A watershed can be a home, a food source, or a pollution disposal facility. How and where these activities take place will impact the health of the watershed and its inhabitants both present and future. Stewardship is the act of balancing the environmental and resource needs of the present communities with the needs of future generations. This is a shared responsibility that falls to all the stakeholders that interact with a given resource, yet often there is a lack of awareness from stakeholders about their relationship with the resource, and a lack of understanding by resource managers about the stakeholders who are present in the watershed.

The Browns Creek Watershed District (BCWD) develops and implements programs that support the health of our waters and the communities that depend upon them. This work demands a careful balance between serving the District's constituents, protecting the environment, and funding projects that maximize public benefit. Like many other public entities, the BCWD has been experiencing many challenges reaching the intended beneficiaries of their programs. Education and outreach efforts have been poorly attended, the Citizen Advisory Group numbers are declining, grant programs and assistance programs are not reaching the people who are most likely to benefit from them, and public comment periods receive limited participation, to list just a few examples. This lack of engagement has also resulted in a lack of participation from some groups and communities that have not historically been engaged with watershed and natural resources planning and programming initiatives within the watershed.

EOR has developed a strategy for identifying and engaging these communities in order to increase engagement within the watershed. This strategy aims to achieve the following goals:

- Identify communities and organizations that have not historically been engaged with and by the District.
- Increase awareness of the watershed, the Watershed District, and efforts by the District and its partners to protect and improve the resource.
- Foster a sense of place and pride within the District. How many people know what watershed they reside in? How many people are aware of the activities of the District?
- Increase the effectiveness of projects and interventions by better understanding the needs of communities within the watershed.

Recommendations for Next Steps

The proposed framework employs a four-phased approach to develop relationships and build trust and connection within the watershed:

- Phase 1: Identifying partners and initial contact
- Phase 2: Characterizing the watershed stakeholders
- Phase 3: Outreach and marketing
- Phase 4: impacts assessment

Phase 1 Tasks

Identifying community partners

EOR proposes an initial strategy of identifying and contacting communities within the watershed through boots-on-the-ground canvassing. We propose contacts by District board members or designated volunteer liaisons who can effectively communicate the mission of the District, initially to leaders and organizations with whom they have an existing relationship, and later to other identified organizations with an interest in the health of the watershed and its community. EOR staff will develop an approach strategy and standardized narrative to be used to ensure all contacts disseminate and gather the desired information.

Initial points of contact could include houses of worship, schools, community and fraternal organizations, and similar institutions and organizations that represent distinct communities. Using the EOR-developed interview tool, canvassers can identify the demographics of the group; leverage those connections to discover new points of contact with other communities (a so-called "snowball sample"); and build relationships between the District that the community it serves.

EOR staff can help identify these groups as well as organizing and analyzing the data obtained; however, it is critical that the board of managers, Citizen Advisory Board members, and District staff also be present to build relationships and trust with the interviewees. The goal of this effort is to understand what various groups know about the District and the activities the District performs to enhance the watershed for their benefit and enjoyment. To that end, interviewers will ask the following questions:

- What do different stakeholders know about BCWD and their role in the region?
- How are different stakeholders benefiting from the BCWD's programs?
- How are different stakeholders contributing to the goals of the BCWD?
- What barriers exist for different stakeholders to benefit from BCWDs programs?
- How would different stakeholders like to partner or benefit from BCWDs programs in the future?
- How would different stakeholders like to be involved in developing an equity framework for the BCWD?

The responses from these interviews will be summarized and used to expand upon the stakeholder map and to provide recommendations for next steps. This process will produce qualitative results that will inform further quantitative survey efforts described in Phase 2.

Stakeholder mapping

Performed concurrently with the above effort, the stakeholder mapping will include a meeting with the District to identify the stakeholders they would like to reach and a list of organizations, committees, and non-profits working with these stakeholder groups. EOR staff will organize this data into a stakeholder map showing key characteristics of the various stakeholders.. This map will include BCWDs programs, the intended beneficiaries of those programs, and key partners of those programs.

Developing relationships

Once community partners have been identified and initial contacts have been made, District managers (in consultation with EOR) will select a subset of people who express an interest in developing further cooperation with District activities, as well as a subset of communities that are likely to benefit disproportionately from targeted conservation projects within the watershed. These groups will be invited to participate further in developing strategies moving forward.

District staff will develop ongoing contacts with these organizations and – in consultation with EOR staff – will develop strategies for maintaining and building relationships. This could include broad outreach efforts such as newsletters, community building activities such as volunteer days or informational tours, and targeted individual contacts and check-ins to maintain connections. The end product will be a 24-month plan that will be implemented by District representatives. The intent of this plan is to engage and build, and maintain relationships with the previously identified community partners.

Initial Survey planning

Key to understanding the success of outreach efforts is having measurable before-and-after data on the conditions you hope to affect. Prior to increased engagement efforts, the identified stakeholders will be surveyed as to their knowledge of the watershed, the Watershed District, conservation issues within the watershed, and similar desired metrics of change.

The Social Indicators Data Management and Analysis Tool (SIDMA - <https://iwr.msu.edu/sidma/Info/About.aspx>) may provide a useful framework for gathering and interpreting these data and will greatly reduce the administrative burden of developing and disseminating a survey that meets professional standards from scratch.

EOR will leverage existing relationships with the developers of the SIDMA tool to assess its usefulness for this task. We will develop a rigorous survey protocol (sampling methodology, target sample sizes, etc) to inform the development of a survey tool in Phase 2.

Phase 2 Tasks:

Measure baseline awareness

We will develop a survey tool designed to assess the current understanding of and attitudes towards the watershed and the District -- perhaps additional questions as time and funding allow. EOR will either disseminate the survey in-house or contract with a professional survey firm to contact the target audience within the watershed.

EOR staff will summarize the findings of the survey in a summary report. These data will also be used to establish a baseline against which to measure the effectiveness of engagement efforts.

Phase 3 Tasks:

Outreach projects

Depending on budget and timeline, a range of outreach and marketing efforts are possible to raise awareness of the District and its efforts – especially among those communities who have not been engaged with the District and its mission. These include – but are not limited – to:

- Development of a Story Map detailing projects, natural and cultural resources, and people with compelling stories within the watershed.

- Professionally produced video shorts showcasing residents, cultural and natural resources within the watershed as well as District projects and activities (see for instance <https://climatewisconsin.org/>); develop a YouTube Channel showcasing District activities and resources.
- Development of a comprehensive summary of the economic benefits of the watershed’s resources.
- A history of the District’s efforts in the region and the impacts of those activities.
- A natural and cultural history of the region – provide information on place names, historical residents, and the indigenous peoples of the region.
- Development of a “Speakers Bureau” of local experts and “watershed ambassadors” who can provide presentations to interested groups (Scouting groups, schools, 4-H, churches, cycling groups, etc) within the watershed.
- Educational signage initiative, identifying project sites and key locations (watershed boundaries, highest/most upstream location, etc) within the watershed. These will include a QR code linking to the information in a range of accessible formats and languages, as well as other interpretive materials (story maps, histories, audio/video tour, etc).

Engagement best practices training

EOR will develop and deliver a training on stakeholder engagement best practices to the District board and staff to help guide decisions on engagement plans moving forward. This will include information on how to identify target audiences, how to ensure key stakeholders are being engaged, and how to track and document successes. This training could be carried out in person and can also be recorded for future use as the District continues to refine their efforts.

Phase 4 Tasks

Post project assessment

After implementation of the above outreach strategy, EOR staff will again implement the previously developed survey tool to track changes in stakeholder knowledge and support for District efforts. We will provide a project report documenting the entire project and measured impacts.

PHASE 1 DELIVERABLES

EOR will provide the following deliverables for the first phase of the project. Later phases level of effort will be determined in part by the outcomes of Phase 1.

Phase 1 – Assessment of current condition

- Develop, disseminate and analyze baseline awareness survey data

Deliverable	Description	Staff	Estimated Cost
Targeted initial contacts list	Research and compile list of roughly 25 proposed initial contacts for community leaders, in consultation with District board members		\$1,500
Initial contact tool	Develop an engagement tool that will allow District representatives to present themselves to the targeted organizations and collect meaningful data in a consistent and repeatable manner.		\$2,500

Deliverable	Description	Staff	Estimated Cost
Relationship development strategy	Develop a 24-month relationship building strategy to guide continued engagement with leaders, with a menu of suggested activities across a range of approaches.		\$1,000
Engage with SIPES developers	Leverage existing contacts with the developers of the Social Indicator Planning & Evaluation System to determine how best to adapt their system to characterizing and understanding the population of the watershed.		\$1,000
Survey protocol development	Design a survey protocol (sample strategy, target sample sizes, dissemination strategy, etc) aimed at understanding stakeholder's current knowledge of the watershed. Does not include survey development or dissemination.		\$2,500
Preliminary project report	Summary of phase one efforts and analysis.		\$1,500
TOTAL			\$10,000



MEMORANDUM

TO: BCWD Board of Managers

FROM: Aaron DeRusha, WCD

DATE: 8/16/2023

RE: BCWD Water Monitoring Equipment Repair Request

Recently, two stage and velocity sensors were damaged in the field by wildlife or determined to be malfunctioning at the McKusick Road and Iron Enhanced Sand Filter monitoring stations. The sensors are integral to the function of the stations, pollutant load calculation methods, and determination of best management practice performance. I am requesting that the BCWD board approve the replacement cost, including extended warranty, of the two sensors at approximately \$1,915.00 each, to be invoiced by the WCD. I have attached a recent estimate, which includes the unit price for a replacement sensor and warranty, for review and approval.

Requested board action: Approve equipment repair and replacement expenditures as described above, not to exceed \$4,500.00 plus applicable shipping from account 300-4640 Equipment Repairs.

QUOTATION

Quotation From:

TECH SALES CO.
311 W. 44TH STREET
MINNEAPOLIS MN 55409
Ph: (612) 823-8238 Fx: (612) 823-4272

Page: 1

Quotation For:

Washington Conservation District
455 Hayward Ave N
Oakdale MN 55128
Ph: (612) 816-7995 Fx: (651) 330-7747

Quotation#: 2230305
Revision#:
Date: 02/28/23

Attn: Aaron DeRusha E-Mail: aderusha@mnwcd.org
Ref: Isco 750 AV Sensors

Please Address Order To:

TECH SALES CO.
311 W. 44TH STREET
MINNEAPOLIS MN 55409

FOB: Factory
Shipment: 4-8 Weeks ARO
Salesman: Travis DeGroot
Validity: 30 Days
Terms: NET 30 DAYS

Item	Qty	Part#/Description	Unit Price	Total Price
1	3	603254021 Low Profile Area Velocity Sensor with 10' range and 25' cable.	1,723.50	5,170.50
***This is to replace SN# 214C01063, 219D01327, & 219D01333 on Service order Estimate 0078441.				
2	1	Warranty Additional 1 year Warranty	191.50	191.50
			Quote Total:	5,362.00

Prices shown do not include freight or sales tax. MasterCard/Visa payments are accepted but may be subject to a 4% surcharge. Please review this quotation and let us know if you have any questions.

By: _____
Travis DeGroot

Karen Kill

From: Minnesota Watersheds <mnwatershed@gmail.com>
Sent: Monday, July 31, 2023 2:08 PM
To: Minnesota Watersheds
Subject: MW - Now Accepting Abstracts

Good afternoon,

The MW Events Committee is now accepting abstract submissions for the 2023 Annual Conference.

The 2023 Annual MW Conference covers all topics related to watershed management. Speakers are invited to share their knowledge and findings that strengthen the management, protection, and restoration of the water resources in Minnesota, particularly those under the management of local watershed jurisdictions. Time slots for presentations are 30 minutes and should include time for questions.

Please note how the schedule will be structured this year:

Wednesday, Nov 29

8am-3pm Workshops (Staff, Drainage, Managers)

4pm-8pm Trade Show

6pm-8pm Night at the Movies

Thursday, Nov 30

8am-4pm Concurrent Sessions - Presentations

8am-5pm Trade Show

5pm-8pm Banquet + Awards

All programming will take place at the Arrowwood Conference Center in Alexandria, MN.

The deadline for the submittal is **Monday, August 28**. [Please follow this link to submit your abstract.](#)

Thank you in advance, and let me know if you have any questions. We are excited to have your work reviewed.

--



Maddy Bohn
Program Coordinator

651.900.3285



Project Name	BCWD Permit Program	Date	8/9/2023
To / Contact info	BCWD Board of Managers		
Cc / Contact info	Karen Kill, District Administrator		
From / Contact info	John Sarafolean; Paul Nation, PE / EOR		
Regarding	July Permit Inspection Update		

Background

BCWD has an on-going permit review process in support of the District Rules. Developments within the District Jurisdictional Boundary are reviewed for compliance with the Rules and conditions of the permit. This memo documents inspections from 7/6/2023 through 8/9/2023.

Inspection of Existing Permits

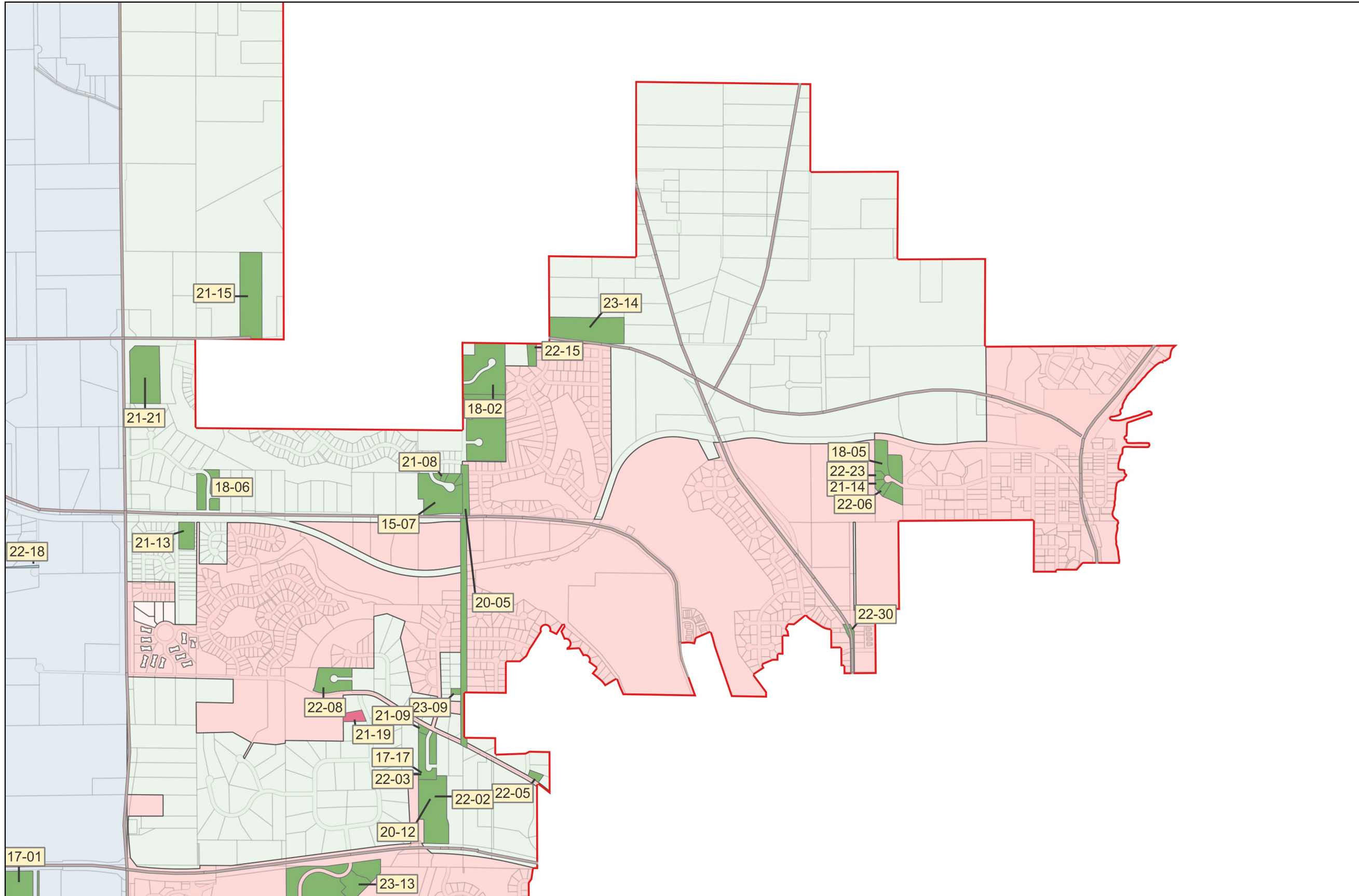
Project Name	Permit ID	Date	Grade
White Oaks Savanna	17-01	7/24/2023	A
West Ridge General Development	17-17	7/21/2023	B
Heifort Estate	18-02	7/21/2023	A
Boutwell Farm	18-04	7/21/2023	B
Heritage Ridge	18-05	7/25/2023	B
Westridge Block 1 Lot 1	21-09	7/21/2023	B
Marylane Gateway	21-13	7/25/2023	B
Bond Residence	21-22	7/25/2023	B
White Oaks Savanna Lot 104	21-35	7/21/2023	B
GreenHalo Builds at Westridge	22-03	7/21/2023	C
Wiechmann Residence (WOS Lot 106)	22-11	7/20/2023	D
		7/21/2023	C
		7/25/2023	B
Cahill Residence (Heritage Ridge Lot 5)	22-14	7/25/2023	A
3837 Tending Green	22-21	7/25/2023	B
Ferguson Residence (Heritage Ridge Lot 4)	22-23	7/25/2023	A
Benjamin-Mohammed Residence (WOS Lot 109)	22-24	7/21/2023	B
Miller-Duis Residence (WOS lot 113)	22-25	7/21/2023	A
3823 Tending Green	22-26	7/25/2023	B
CSAH 5 Phase 2	22-30	7/25/2023	B
CR 61 Improvements	23-01	7/21/2023	B
Tweden Residence (WOS Lot 114)	23-02	7/21/2023	B

Boutwell Farm Lot 1	23-03	7/21/2023	C
2023 Street Improvements	23-06	7/25/2023	B
72 nd Street Improvements	23-08	7/21/2023	B
Kirn Residence	23-09	7/25/2023	A
Freiroy Residence (WOS Lot 122)	23-11	7/24/2023	B
Sandhill Shores (Lakes of Stillwater Phase 3)	23-13	7/21/2023	B
Wiskow Berm	23-14	7/21/2023	A

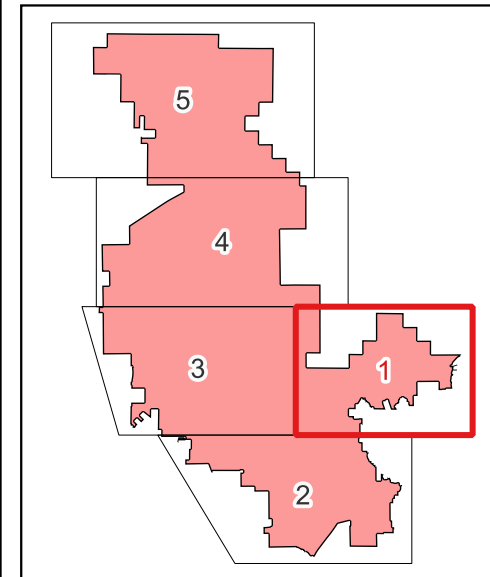
Explanation of Grades:

Permit 22-11, Wiechmann Residence (WOS Lot 106): Inspection grades for this site are due to a grading operation on 7/20/23 that knocked down about 150' of silt fence perimeter control upgradient of established prairie and a wetland buffer. On 7/21/2023, silt fence perimeter control was installed mid-way up the hill of the disturbed soils that were graded out on this hillside. After communication with the builder, sediment log perimeter controls were installed at the base of the disturbed soils on 7/25/2023.

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 Mark
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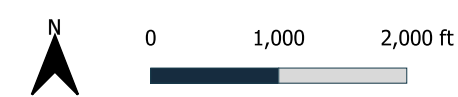
Permit No.	Applicant/Permit Name	Status
15-07	Brown's Creek Cove	Active
16-03	The Ponds at Heifort Hills	Active
17-01	White Oaks Savanna	Active
17-04	The Lakes of Stillwater	Active
17-17	Westridge	Active
18-02	Heifort Hills Estates	Active
18-04	Boutwell Farm	Active
18-05	Heritage Ridge	Active
18-06	Nottingham Village	Active
20-05	Neal Avenue Reconstruction	Active
20-12	White Pine Ridge	Active
21-07	Brown's Creek Cove Lot 11	Active
21-08	Brown's Creek Cove Lot 14	Active
21-09	Westridge B1L1	Active
21-13	Marylane Gateway	Active
21-14	Heritage Ridge (lot 3)	Active
21-15	Schwartz Residence	Active
21-21	Millbrook West Park	Active
22-02	White Pine Ridge, remaining lots	Active
22-03	Westridge, remaining lots	Active
22-05	13290 Boutwell Rd N	Active
22-06	Heritage Ridge Lot 2	Active
22-08	Boutwell Farm, remaining lots	Active
22-14	Cahill Residence (Heritage Ridge Lots 5/6)	Active
22-15	13199 Dellwood Rd	Active
22-18	Stillwater Oaks	Review
22-23	Ferguson Residence (Heritage Ridge Lot 4)	Active
22-30	CSAH 5 Phase 2	Active
23-09	Kirn Residence	Active
23-13	Sandhill Shores (Phase III of Lakes at Stillwater)	Active
23-14	Wiskow Berm	Active



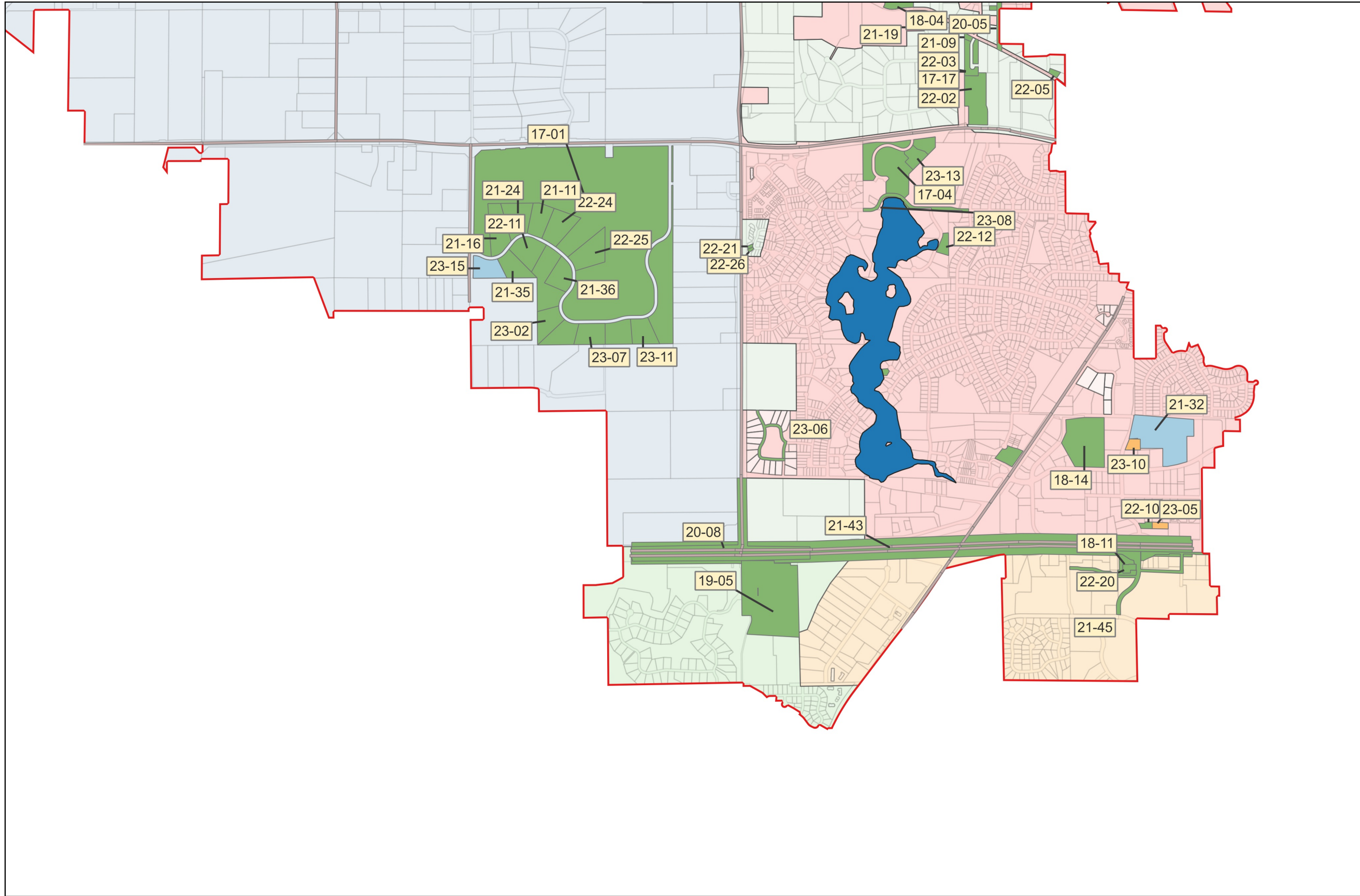
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■ Conditional Approval
■ Under Review
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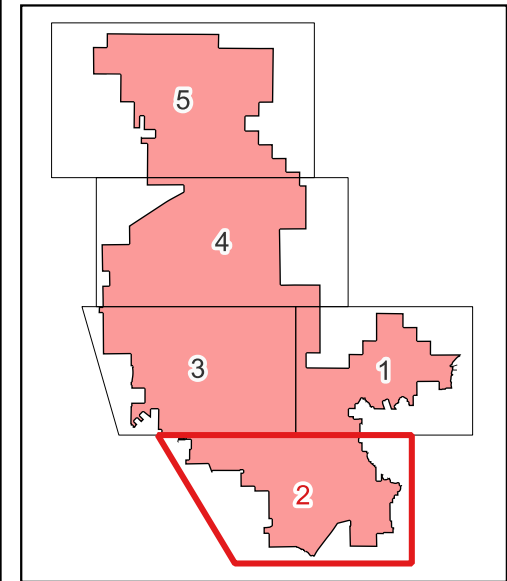
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Permit No.	Applicant/Permit Name	Status
17-01	White Oaks Savanna	Active
17-04	The Lakes of Stillwater	Active
17-14	Parkwood Townhomes	Active
17-17	Westridge	Active
18-04	Boutwell Farm	Active
18-11	Ridgecrest	Active
18-14	St. Croix Valley Recreation Center Expansion	Active
19-05	Central Commons	Active
20-05	Neal Avenue Reconstruction	Active
20-08	TH36 CSAH 15 Interchange	Active
20-12	White Pine Ridge	Active
21-09	Westridge B1L1	Active
21-11	Hegarty Residence (WOS Lot 107)	Active
21-16	Ignagni Residence - WOS B1L2	Active
21-24	Nepal Residence - WOS B1L3	Active
21-32	Lakeview EMS	Review
21-35	WOS Lot 104	Active
21-36	Valdres Residence (WOS Lot 110)	Active
21-43	MnDOT TH-36	Active
21-45	Norell Avenue Improvements	Active
22-02	White Pine Ridge, remaining lots	Active
22-03	Westridge, remaining lots	Active
22-05	13290 Boutwell Rd N	Active
22-08	Boutwell Farm, remaining lots	Active
22-10	Caribou	Active
22-11	Wiechmann Residence	Active
22-12	7171 Mid Oaks Ave Pool	Active
22-19	Miller Flood Protection	Active
22-20	Popeyes OPH	Active
22-21	Kreller Residence	Active
22-24	Benjamin-Mohammed Residence (WOS Lot 109)	Active
22-25	Miller-Duis Residence (WOS Lot 113)	Active
22-26	3823 Tending Green	Active
23-02	Tweden Residence	Active
23-05	Rocket Carwash	Pending
23-06	Stillwater 2023 Street Improvements	Active
23-07	Villa Rococo Residence	Review
23-08	72nd St Improvement	Active
23-09	Kim Residence	Active
23-10	Curio Dance Studio	Pending
23-11	Freiroy Residence	Active
23-13	Sandhill Shores (Phase III of Lakes at Stillwater)	Active
23-15	Mensah Residence	Review



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■ Conditional Approval
■ Under Review
 BCWD Political Boundary

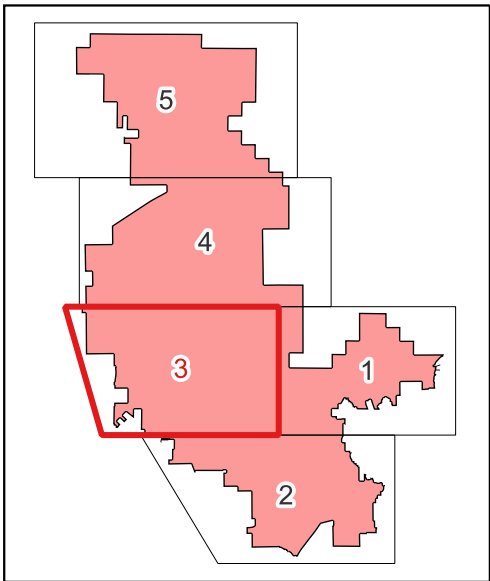
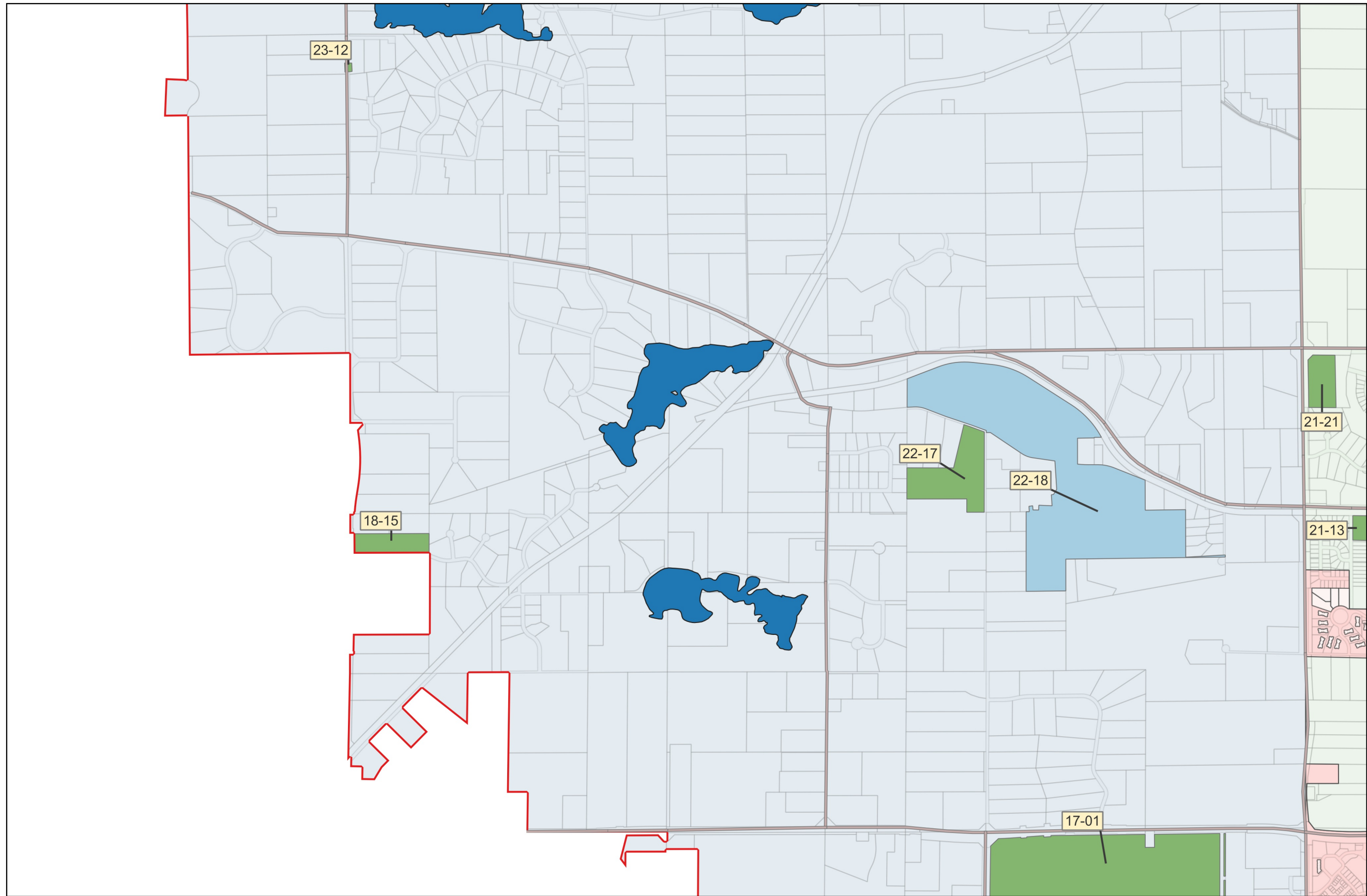
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August 9, 2023

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0 1,000 2,000 ft

Permit No.	Applicant/Permit Name	Status
17-01	White Oaks Savanna	Active
18-15	Rogness Residence	Active
21-13	Marylane Gateway	Active
21-21	Millbrook West Park	Active
22-17	Read Residence	Active
22-18	Stillwater Oaks	Review
23-12	CSAH 9 Culvert Replacement	Active

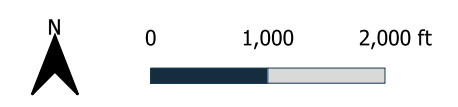


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- BCWD Political Boundary

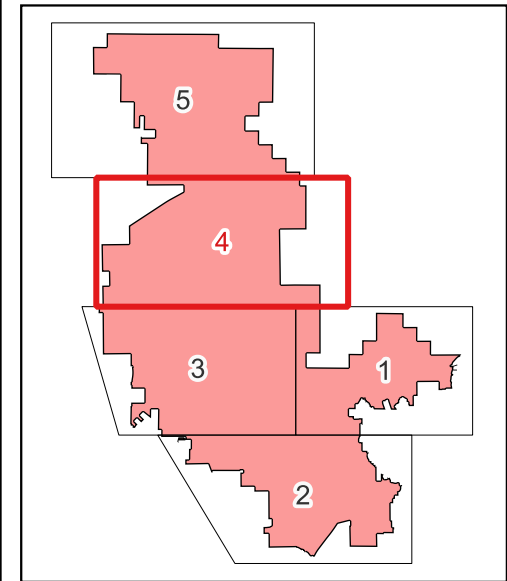
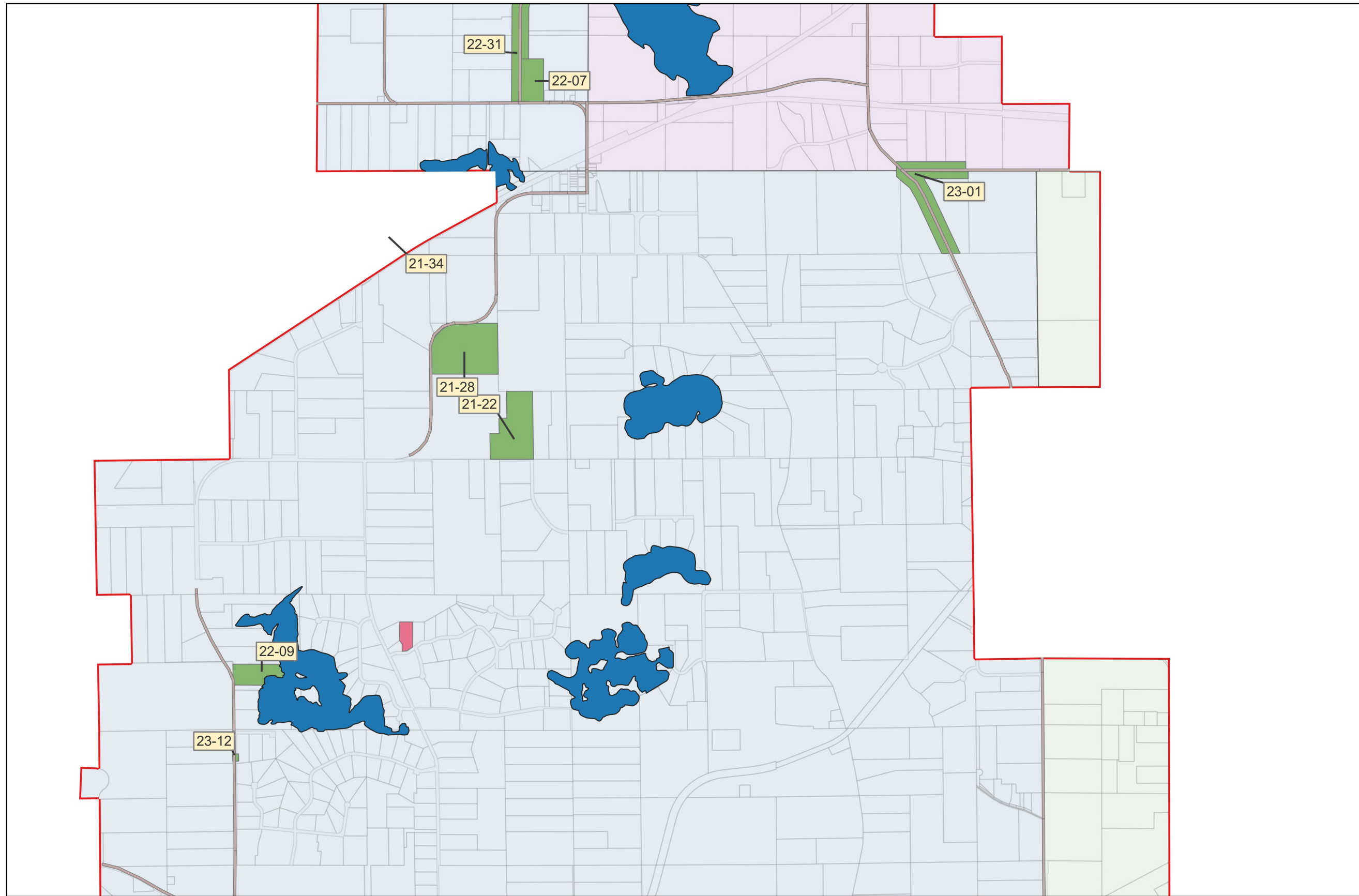
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 Author: Allison
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Permit No.	Applicant/Permit Name	Status
21-22	Bond Residence	Active
21-28	Guerrino Residence	Active
21-34	Fahey Residence	Active
22-07	Liberty Classical Academy	Active
22-09	Helmer Residence	Active
22-31	County Road 57 Culverts	Active
23-01	County Road 61 Improvements	Active
23-12	CSAH 9 Culvert Replacement	Active

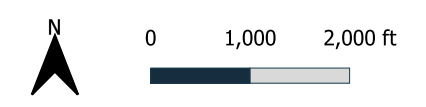


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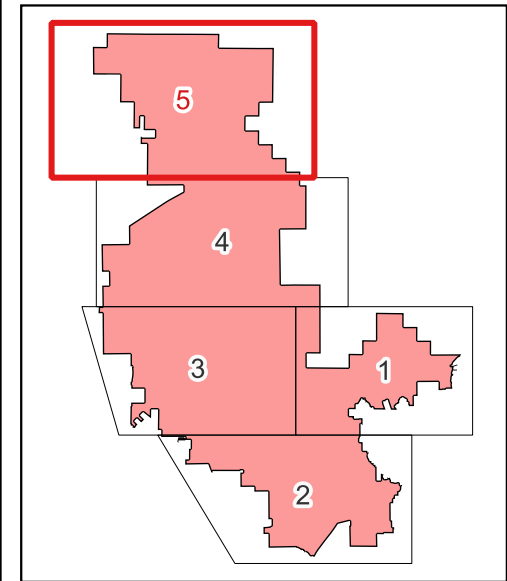
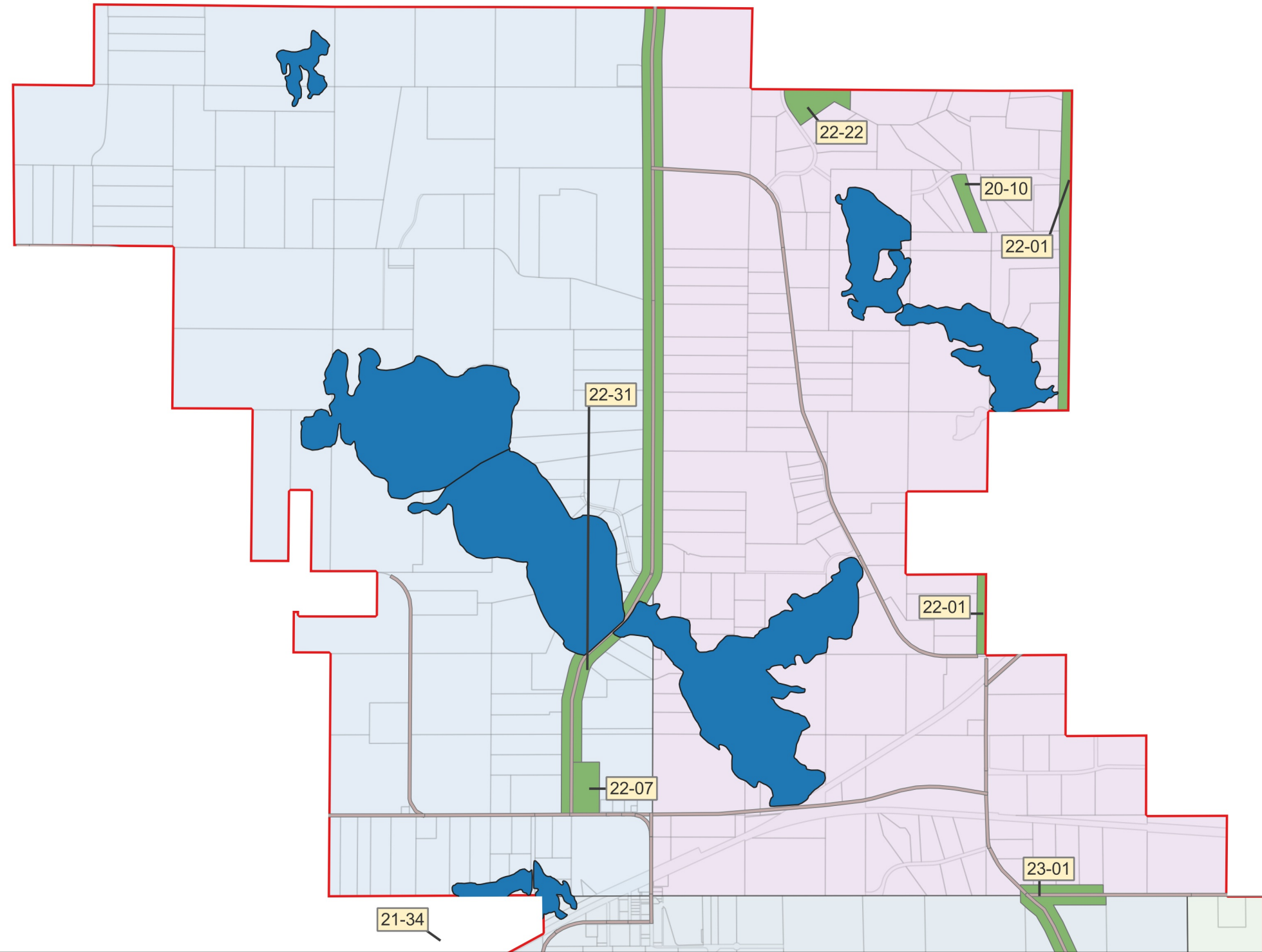
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Permit No.	Applicant/Permit Name	Status
20-10	Wahlquist Residence	Active
21-34	Fahey Residence	Active
22-01	CSAH 15 Culverts	Active
22-07	Liberty Classical Academy	Active
22-22	Fanberg Residence	Active
22-31	County Road 57 Culverts	Active
23-01	County Road 61 Improvements	Active

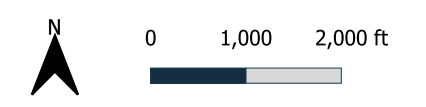


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From: MN Department of Natural Resources <dnr.updates@updates.mndnr.gov>
Sent: Friday, July 28, 2023 7:31 PM
To: Karen Kill
Subject: North and East GWMA Update

Having trouble viewing this email? [View it as a Web page.](#)



North and East Metro Groundwater Management Area Update

July 28, 2023

The advisory group for the [North and East Metro Groundwater Management Area](#) (GWMA) met Tuesday, June 27 at the Boatworks Commons Community Room in White Bear Lake.

The public meeting included a number of updates, including:

- Lake and groundwater levels.
- Water conservation and efficiency efforts by water appropriation permit holders.
- A proposed plan for a White Bear Lake Area Water Supply workgroup.
- North Oaks Company planning to connect some City of North Oaks residents to St. Paul Regional Water Services water supplies.
- 3M settlement PFAS remediation planning.
- Minnesota Statute changes for DNR water regulations by the 2023 legislature.
- A brief update on the contested case hearings related to the Ramsey County District Court Order.
- Well interferences in the Blaine and Ham Lake area.

DNR Inventory, Monitoring and Analysis Section Manager Jason Moeckel opened the meeting with a review of groundwater and lake levels in the North and East Metro GWMA. Moeckel shared how the hydrographs of water levels are relatively similar over the last 30 years, with highs and lows occurring around the same dates.

Following Moeckel's brief presentation, GWMA Project Manager Dan Miller shared water use data and water conservation and efficiency efforts by water appropriation permit holders in the GWMA. Miller noted that many public water suppliers have made water conservation and efficiency a key part of their operations. Miller highlighted a project by Bailey Nurseries to reuse water at a farm in Cottage Grove. Once complete, it may save up to 20 million gallons of groundwater a year.

Metropolitan Council Water Resources Engineer, Greg Johnson, presented a plan based on legislation passed during the 2023 session. Johnson explained the legislation, which directs the Met Council to ensure communities in the White Bear Lake area have access to sufficient drinking water to allow for municipal growth while also ensuring the sustainability of surface and groundwater resources for future generations. Johnson described the steps to develop the plan, including likely opportunities for participation.

Don Pereira, Director of Conservation Programs with the North Oaks Company, shared that the city of North Oaks is evaluating the possibility of extending St. Paul Regional Water Service's distribution network to reach the city. Pereira explained that the city and community members feel it is important to have an alternative supply to private domestic wells, based on the groundwater sustainability concerns in the area.

Before the midpoint break in the meeting, Rebecca Higgins, Professional Geologist with the Minnesota Pollution Control Agency, presented about the 3M settlement work to remediate groundwater contamination in the East Metro. Specifically, Higgins described the plan to install a well array to help reduce polluted groundwater in the area for residents.

To start the second half of the meeting, DNR Conservation Assistance and Regulations Section Manager Randall Doneen provided an update on legislative changes to water regulations in Minnesota Statute 103G. Changes included language about compliance and enforcement tools, groundwater and surface water interactions, permit fees, and engagement and coordination with tribal nations. Doneen added that the contested case hearings are continuing based on minor changes to the Ramsey County District Court Order in 2022.

DNR Groundwater Technical Analysis Supervisor Ellen Considine wrapped up the meeting by discussing the well interference investigation and analysis the DNR recently completed in the Blaine and Ham Lake area. The DNR received a number of out-of-water complaints from domestic well owners in the summer of 2022 and learned the city of Blaine was pumping from three new wells that were not authorized on their active water appropriation permit. The city complied with the notice from the DNR to stop pumping from the three new wells, and the DNR began investigating why residents were going out of water. The DNR determined that 47 of 50 complaints were valid, with the City of Blaine's high capacity pumping as the primary reason. Two golf courses in the area were also minor contributors for two domestic well owner complaints. At the end of the initial negotiation period (July 27, 2023), the city of Blaine had decided to manage the negotiations on its own and had settled with 45 of

the 47 complainants for the cost to restore each of their water supplies. The remaining cases will be settled through a formal process involving the DNR.

There were a number of questions asked and lively discussions before and during the meeting, during the break and following the meeting.

Presentations provided during the meeting can be reviewed on the [DNR North and East Metro GWMA webpage](#).

Project web page: <https://www.dnr.state.mn.us/gwmp/area-ne.html>

Dan Miller, Project Manager, Division of Ecological and Water Resources, DNR

Phone: 651-259-5731

Email: dan.w.miller@state.mn.us

The North & East Metro Groundwater Management Area advisory team was established to provide ongoing insights to the DNR as it implements a five-year plan approved in November 2015. The plan will continue to guide the DNR's approach to groundwater management in the north and east metro and provide a framework within which the DNR will work with water users to ensure that groundwater supplies remain adequate to meet human needs, while protecting lakes, streams and wetlands. The plan covers all of Ramsey and Washington Counties, along with portions of Anoka and Hennepin.



Minnesota Department of Natural Resources | mndnr.gov

Email us: info.dnr@state.mn.us | Call 651-296-6157 or 888-646-6367



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