

Riley-Purgatory-Bluff Creek Watershed District

Board of Managers Regular Meeting

Wednesday, July 10, 2019

7:00pm Board Meeting

DISTRICT OFFICE

18681 Lake Drive East

Chanhasen

Agenda

Budget Workshop starts at 5:30pm - Information

Regular Meeting will begin at 7:00pm

1. **Call to Order** **Action**
2. **5:30pm Budget Workshop**
3. **7:00pm Approval of the Agenda** **Action**
4. **Matters of general public interest** **Information**

Welcome to the Board Meeting. Anyone may address the Board on any matter of interest in the watershed. Speakers will be acknowledged by the President; please come to the podium, state your name and address for the record. Please limit your comments to no more than three minutes. Additional comments may be submitted in writing. Generally, the Board of Managers will not take official action on items discussed at this time, but may refer the matter to staff for a future report or direct that the matter be scheduled on a future agenda.

5. **Reading and approval of minutes** **Action**
 - a. *Board of Manager Meeting, June 5, 2019*
6. **Citizen Advisory Committee** **Action**
 - a. *Report*
 - b. *Motion*

7. Consent Agenda

(The consent agenda is considered as one item of business. It consists of routine administrative items or items not requiring discussion. Any manager may remove an item from the consent agenda for action.)

- a. Accept May Staff Report
- b. Accept June Engineer's Report (with attached Inspection Report)
- c. Award Lower Riley Streambank Stabilization Project as presented in engineer's recommendation memo
- d. Release St Hubert Plan Amendment
- e. Approve Pay App #5 - Scenic Heights School of Forest Restoration

- f. Permit 2019-022 Woodcrest Place – Approve permit as presented in the proposed Board action of the permit report
- g. Permit 2019-023 Minnetonka Library – Approve permit as presented in the proposed Board action of the permit report
- h. Approve to Amend and Extend Website and Technical Agreement with HDR

8. Action Items

Action

- a. Pulled consent items
- b. Accept May Treasurer’s Report
- c. Approve Paying of the Bills
- d. Adoption of Per Diem Resolution
- e. Consider variance requests associated with permit application 2019-001 The Park South
- f. Consider approval of permit application 2019-001 for the Park South development in Chanhassen as presented in the proposed Board action of the permit report
- g. Select District Auditor for 2019

9. Discussion Items

Information

- a. Manager Report
 - i. MAWD Summer Tour
 - ii. other
- b. Report of Personnel Committee
- c. Lake Service Provider Survey
- d. Anniversary Event August 28
- e. BWSR Annual Report
- f. MAWD 2019 Resolution Request
- g. MAWD Governance Workshop September 12-13
- h. Lakeshore Field Survey Update

10. Upcoming Board Topics

- a. August Public Hearing: Silver Lake Water Quality Improvement Project
- b. Rule Revisions

11. Upcoming Events

Information

- Sustainable Lawns: Flowers and Fescues workshop, June 5th, 6:30-8pm, Bloomington Public Works
- Citizen Advisory Committee Meeting, July 15, 2019, 6:00pm, 18681 Lake Drive East, Chanhassen
- Walk with the Watershed, July 12th, 12-1pm, Bluff Creek Trail
- Personnel Committee Meeting, July 15, 18681 Lake Drive East, 9am
- Personnel Committee Meeting, July 22, 2019, 3:00pm, 18681 Lake Drive East, Chanhassen

- Master Water Steward Informational Session, July 23rd, 6-7pm, Smith Coffee House, Eden PrairieSmart Salting for Property Managers, July 24th, 9am-1:30pm, 18681 Lake Drive East
- Wetland Walk, July 31st, 6-8pm, 18681 Lake Drive East, Chanhassen 🍷
- Project WET, August 6, 9am-3pm, Nine Mile Creek Watershed District
- Board of Managers Board Meeting, August 7, 7pm, 18681 Lake Drive East, Chanhassen
- Smart Salting for Property Managers, August 21st, 9am-1:30pm, 18681 Lake Drive East
- Celebrating the Community, August 28, Riley Jacques Barn, Eden Prairie

Minutes: Monday, June 17, 2019
RPBCWD Citizen's Advisory Committee Monthly Meeting
Location: RPBCWD offices: 18681 Lake Street, Chanhassen

CAC Members

Jim Boettcher	P	Peter Iverson	P	Sharon McCotter	P	Marilynn Torkelson	P
Scott Bryan	A	Daryl Kirt	A	Jan Neville	E	Lori Tritz	P
Anne Deuring	P	Denny Kopfmann	P	Joan Palmquist	P		
Barry Hofer	P	Matt Lindon	A	Samir Penkar	P		

Michelle Jordan	RPBCWD staff	P
Terry Jeffrey	RPBCWD Watershed Planning Manager	P

Key actions/motions for the Board of Managers:

1. Motion to support the direction of the watershed staff in the proposed revisions of the rules to make them less onerous but still protect water resources.

Key discussion items:

1. Excellent learning presentation on the proposed revisions to permitting regulations by Terry Jeffrey.
 Discussion/Suggestions/advice included the following:
 - A. **Problem:** Watershed district is engaged late in the permit/construction process, often due to a lack of applicant's awareness. Late engagement causes delays, extra costs and frustration:
Advice: Educate potential applicants about the process through:
 - Currently-held meetings of property, construction and city staff.
 - Identification of a key partner at the city level to create a process to direct all permit applicants to the Watershed district immediately. Have cities modify their permit applications but putting the watershed check earlier on the form. (Currently it is at the end of the process.) Present the ask as a win-win benefit to the city's own development initiatives, since improving the process benefits everyone. Materials, process guides and checkpoints can be created to aid this partnership.
 - Exploration of other avenues for education, e.g. Chamber of Commerce, etc
 - B. **Problem:** The WD wants to create regulatory relief for "ordinary maintenance" projects; however ordinary maintenance is difficult to define.
Advice: We recognize that "a hundred rules" cannot trump five minutes of common sense. Suggest creation of an enumerated list of "maintenance projects" and a reasonable definition. For projects not on the list but which are "maintenance" by a reasonable standard and common sense, have a provision for quick acknowledgement and exemption from triggering a permit. This review/exemption can come from a trusted source of expertise (eg Terry, or Terry +/- staff member +/- Board member.)
 - C. **Problem:** Permit applications are often incomplete or poorly executed, causing delays, additional information gathering, etc.
Advice: Provide a sample of a well-done application that can be used as a template/example of what is expected. Emphasize that the source study data are required, not just the summary report.

D. **Problem:** The watershed district can be viewed negatively because of the length of time taken in permitting process.

Advice: create a goal to process permit applications in a timeframe (eg 14 days). Use this metric as in communicating to the community and reporting in the annual report.

2. Clarification on the role of motions to the Board: These can be used not only for calls to action, but to embody opinions and CAC support for initiatives.
3. The CAC complimented the District on an excellent AIS survey mailer that communicated, educated and caused neighborhood discussions.
4. Four Stewardship Grants were reviewed, with three recommended for funding. The forth was not recommended because of concern that the proposed raingardens would not drain properly due to the high water table of the area. Will return to applicant to discuss alternative solutions.
5. Should Stewardship grants be used for bee lawns? CAC will follow up with education and discussion at next meeting.

I. Opening

- A. **Call CAC meeting to Order:** President Lori Tritz called the meeting to order at 6:00 pm.
- B. **Attendance:** As noted above.
- C. **Matters of general public interest:** Laurie Susla reiterated her previously voiced recommendations that the CAC divide into ADVISING and ACTION subgroups. She encouraged the CAC to increase the number of motions presented to the board.
- D. **Approval of Agenda:** Joan moved and Jim seconded to approve the agenda. Motion carried.
- E. **Approval of May 20, 2019 CAC Meeting Minutes:** Joan moved and Barry seconded to approve the minutes. Motion carried.

II. Learning Presentation: Watershed Permit Proposed Changes

- A. Terry Jeffrey, Watershed Planning Manager, walked us through an initiative to revise the regulatory program to address concerns raised by managers and stakeholders at a listening session on April 24, 2019, as well as results of a survey to all past permit applicants, as well as independent concerns heard by staff and engineer. The main concerns were even small improvements triggered a permit, too many requests for too detailed information, poor coordination requiring longer (more expensive) permitting timeframe.

The challenges faced are that many projects require a variance and the required information is onerous, our district's street improvement threshold is lower than other districts, the judgement required of "narrative standards" vs. number standards can be frustrating (e.g. routine maintenance, no adverse impact, to the greatest extent possible), and the need for native models rather than summaries.

Terry stated there is always something that could be better, but we don't want to sacrifice the mission (water) to ease all frustration with the regulatory process. The rulings have to be based on science and be defensible.

To address these concerns, staff is proposing some potential revisions:

- Specify the most common types of "routine maintenance" such as flared end section repair
- Remove 50 cubic yard excavation trigger
- Increase linear project thresholds to be similar to other watershed districts. 34% of impervious surface in the district is streets so we cannot ignore them.
- Incorporate offsite treatment but still in same sub watershed.
- Extended detention
- Eliminate or narrative standards where feasible
- Apply numerical standards to green infrastructure like tree planting

- Remove Rule I – Appropriation of Groundwater since DNR regulates wells and the rule was in place so that the District would get data on how much water is being appropriated, but we haven't been getting the information anyway, so no loss. We will still want voluntary groundwater protections in place.

Terry feels we can still protect our resources with these changes. He gave us some history on the regulation program including a five-year period when the rules were suspended. Currently we can turn around a permit application review in as little as 8 days if it is complete and well done. Terry would welcome our ideas and thoughts on this proposed rules revision.

Sharon said kudos for listening to the stakeholders and she would totally support the proposed changes. She suggested making public the turnaround times for permits from the various cities which will lead to better cooperation. Lori supports enumerating routine maintenance to alleviate the narrative standard and suggested considering a triumvirate of trusted sources to determine the projects not on the enumerated list, such as an engineer, the Board of Managers and a staff member. Lori thought the cities need to know that the process would be less expensive with better coordination. At the annual gathering of stakeholders occurs, maybe we should focus on the process rather than the rules. Also, finding the real point of power is critical.

Anne moved and Sharon seconded a motion to support the direction of the watershed staff in the proposed revisions of the rules to make them less onerous but still protect water resources. Motion carried.

III. Staff Report: Michelle reported

- An AIS survey went out last week to every shore owner in the District with the aim of looking at lake service providers, and how are they used. There have been 16 responses so far. We are going to nudge Lake Associations to encourage participation. Another survey will go out to Cities and Lake Associations requesting information on priorities, what are you willing to do, and how can we partner. There will be a follow up postcard.
- Cost Share review. The cost share committee reviewed four applications. Three were recommended: a rain garden; a swale restoration; and a buffer on a stormwater pond. The fourth, an application for a rain garden without adequate hydrology, was not recommended. We will be evaluating the stewardship grants at the end of the season to see if we want to set some standards or make other changes. One Action Grant request was received from Aeon for Ocean for an ocean clean up kit. They committee also discussed whether bee lawns qualified for water stewardship grants. The CAC will discuss this at our next meeting. The State has just passed a bill to fund bee lawns next year.
- Michelle apologized for printing the wrong minutes for the last board meeting. The correct minutes were sent to the Board later.
- Scenic Heights planting: Two planting events occurred at Scenic Heights School Forest. 475 kids planted 1500 flowers on June 7 and 25 adults planted 1000 flowers on June 8. It was fun. A tree planting will occur in the fall.
- Volunteer opportunities:
 - Shoreline restoration maintenance training – Wed June 26**
The Riley Purgatory Bluff Creek Watershed District is hosting a shoreline restoration maintenance training next Wednesday, June 26 6:00-8:00 pm, and there are still some spots available. We'll meet on site at the Timber Lakes Townhome Association ([Mitchell Lake, Eden Prairie](#)) for a hands-on training and work session. The next classes will be July 17 and Aug 14. Contact Maya Swope to rsvp and for more information: mswope@rpbcwd.org
 - Aquatic Invasive Species training – Tues July 9 [register here](#)**
This training will prepare you to look for AIS in lakes or streams you visit. This interactive training will consist of a presentation on AIS that are not widespread in the area but could be introduced, what

to do if you find an AIS, and hands-on identification. Following the presentation, participants may practice their identification skills using live, resin encased, and pressed samples of AIS plants and animals.

3. Youth program volunteering

We are looking for volunteers to help out with our school program for the 2019-2020 school year. As a youth program volunteer you will assist district staff in delivering hands-on presentations and activities to K-12 youth in formal and informal teaching sessions. If you are interested, let Michelle know. A background check is required to volunteer. Additionally, we encourage you to attend the upcoming Project WET training we are co-hosting with Nine Mile Creek Watershed District on August 6. [More details and RSVP](#)

4. We are looking for one volunteer to help with macroinvertebrates at the Minnetonka Pollinator Field Day on July 11.
5. We are considering July 31 as the rescheduled Wetland Walk. Terry is willing to offer a series of Wetland Delineation class to 3 people max during the day.
6. Wakeboarding. Claire is looking at staff time to examine the effects of wakeboarding. She will report back in July.

IV. Commission Discussion

- A. **Board Meeting** – Lori Tritz attended the meeting.

V. Subcommittee Reports:

- A. **Education and Outreach:** Barry reported that they have finalized 3+ speakers bureau presentations and have them in Mac, PC and pdf versions. Joan is working on blurbs and flyers. Next will be finding places to deliver these presentations. Let us know if you have ideas. Michelle recommended setting some goals and target audiences.
- B. **Lakes and Streams:** Denny reported they will try to meet in the next two weeks and will focus on pinpointing effective goals.
- C. **Stormwater:** Sharon reported that we are applying for an Action Grant to put together 2 trash clean up kits which we will try out with the CAC as a test group. We are thinking Round Lake. The following CAC members would like to be a part of the test case to pick up trash at Round Lake: Barry, Joan, Michelle, Denny, Lori, Anne, Sharon, Samir, Jim.
- D. **Landscaping for Water:** Lori reported the Elim Shores project is moving forward with the Watershed District to integrate natives plantings around walking paths, replacing the originally-designed “typical” non-native landscape. This is an expansion of the original “starter native garden” originally envisioned. The subcommittee will engage with Elim Shores to provide an educational component. The Raingarden Maintenance Guide is in the works. Intern Amy is working on illustrations.

VI. Next meeting:

- A. Claire Bleser: Update on budget and AIS
- B. Bee lawns

VII. Upcoming Events.

- A. RPBCWD Board of Managers meeting July 10, 7:00 pm, 18681 Lake Drive East
- B. RPBCWD CAC meeting July 15 at 6:00 pm, 18681 Lake Drive East

VIII. Adjourn CAC meeting: Lori moved and Barry seconded to adjourn. Meeting adjourned at 8:03.

MEETING MINUTES

Riley-Purgatory-Bluff Creek Watershed District

June 5, 2019, RPBCWD Board of Managers Monthly Meeting

PRESENT:

Managers: Jill Crafton, Treasurer

Larry Koch

Dorothy Pedersen, Vice President

Dick Ward, President

David Ziegler, Secretary

Staff: Claire Bleser, RPBCWD Administrator

Terry Jeffery, Watershed Planning Manager

Louis Smith, Attorney, Smith Partners

Scott Sobiech, Engineer, Barr Engineering Company

Other attendees: Greg Hawks, Chan. Env. Comm.

Joann Syverson, Chanhassen Resident; LLCA

Amy Herbert, Recorder

Lori Tritz, Chair, CAC

Laurie Susla, LLCA

1. Call to Order

- 1 President Ward called to order the Wednesday, June 5, 2019, Board of Managers Monthly Meeting at
2 7:00 p.m. at the District Office, 18681 Lake Drive East, Chanhassen, MN 55317.

2. Approval of the Agenda

- 3 Manager Ziegler moved to accept the agenda as presented. Manager Pedersen seconded the motion. Upon
4 a vote, the motion carried 4-0 [Manager Koch absent from vote]. Administrator Bleser clarified that the
5 Board will hold a budget workshop at 5:30 p.m. on July 10 at the District Office prior to the regular
6 Board's regular monthly meeting.

3. Matters of General Public Interest

- 7 There were no matters of general public interest raised.

4. Approval of Minutes

- 8 a. **March 19, 2019, RPBCWD Board of Managers Joint Workshop with City of Eden Prairie**
9 Manager Crafton noted Manager Pedersen's name should be removed from the workshop attendee
10 list as she was not present. Manager Crafton requested that on page 2, line 39, the word "fielding"
11 be corrected to "fielded." Manager Ziegler moved to accept the minutes as revised. Manager

12 Pedersen seconded the motion. Upon a vote, the motion carried 4-0 [Manager Koch absent from
13 vote].

14 **b. May 1, 2019, RPBCWD Board of Managers Monthly Meeting**

15 Manager Crafton requested an edit on page 2, line 114 to replace the word “it” with “that.” She
16 noted a correction on page 6, line 172 to replace the word “minutes” with “staff report.” Manager
17 Ziegler requested a change on page 4, line 96 to add the word “amended.”

18 Manager Pedersen moved to accept the minutes as revised. Manager Ziegler seconded the motion.
19 Upon a vote, the motion carried 4-0 [Manager Koch absent from vote].

20 **c. April 23, 2019, Board of Managers Governance Workshop**

21 Manager Ziegler moved to approve the minutes as presented. Manager Pedersen seconded the
22 motion. Upon a vote, the motion carried 4-0 [Manager Koch absent from vote].
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5. Citizen Advisory Committee (CAC)

24 Ms. Lori Tritz, CAC Chair, updated the Board about the CAC’s May meeting. President Ward noted that
25 the meeting packet did not include the CAC’s May meeting minutes. Ms. Tritz talked about the AIS
26 presentation given to the CAC at its May meeting and the CAC’s key take-aways, such as: AIS
27 prevention is the most cost-effective measure and AIS rapid response efforts aren’t very effective. She
28 shared that the CAC believes additional attention at high-risk times, such as when lake providers are
29 putting docks in and out of lakes, is an effective use of AIS funds. Ms. Tritz reported that the CAC feels
30 that grassroots and bottom-up ownership of local water resources and local monitoring should be
31 encouraged. She shared a CAC idea of the District developing a grant program to provide AIS grants to
32 associations that are actively working to monitor and prevent AIS. Regarding wake surfing, Ms. Tritz
33 stated the CAC encourages the Board to speak on behalf of the lake. There was discussion about the
34 CAC’s ideas as presented by Ms. Tritz. Ms. Tritz said the AIS grants idea is still under discussion by the
35 CAC. President Ward requested staff provide the CAC May meeting minutes to the Board.

36 *[Manager Koch arrived at 7:15 p.m.]*

6. Consent Agenda

37 Manager Pedersen moved to accept the Consent Agenda as presented. Manager Crafton seconded the
38 motion. Upon a vote, the motion carried 5-0. The items on the Consent Agenda included: 6a – Accept
39 May Staff Report; 6b – Accept May Engineer’s Report (with attached inspection report); 6c – Permit
40 2018-028: Oak Point Elementary Parking Lot; 6d – Permit 2018-043: Control Concepts – Approve Permit
41 Modification as Presented in the Proposed Board Action of the Permit Report; 6e – Permit 2018-062:
42 Lower Riley Creek Stabilization Project – Approve Exception and Permit as Presented in the Proposed
43 Action of the Permit Report; 6f – Permit 2019-019: Sheldon Place – Approve Permit as Presented in the
44 Proposed Board Action of the Permit Report; 6g – Award 2019 Duck Lake Watershed Tree Installation
45 Contract.

7. Action Items

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a. Pulled Consent Agenda items

There were no items pulled from the Consent Agenda.

b. Accept April Treasurer’s Report

Treasurer Crafton communicated that the report has been reviewed in accordance with the District’s internal controls and procedures. She moved to accept the Treasurer’s Report. Manager Pedersen seconded the motion. Manager Koch asked a series of questions about the report, including whether the District has invested funds through 4M. Administrator Bleser responded no, the District’s funds are currently invested only at Wells Fargo. She talked about steps staff is taking regarding investigating banking options. Manager Koch asked if the District’s checking accounts are interest bearing. Administrator Bleser responded no. Upon a vote, the motion carried 5-0.

c. Approve Paying of Bills

Manager Crafton moved to pay the bills. Manager Ziegler seconded the motion. Upon a vote, the motion carried 5-0.

d. Approve the DNR Flood Mitigation Grant for 750 Pioneer Trail: Resolution 2019-017

Mr. Jeffery reported that the Minnesota Department of Natural Resources (MNDNR) let the District know that the flood mitigation grant funds could be released for both 730 Pioneer Trail, which the Board took action on at a previous meeting, and 750 Pioneer Trail, if the Board passes this resolution for 750 Pioneer Trail. Mr. Jeffery explained the process is streamlined by submitting 730 and 750 together. Manager Ziegler moved to approve Resolution 2019-017 to approve the DNR Flood Mitigation Grant for 750 Pioneer Trail. Manager Crafton seconded the motion.

By call of roll, the motion carried 5-0.

<i>Manager</i>	<i>Aye</i>	<i>Nay</i>	<i>Absent</i>	<i>Abstain</i>
Crafton	X			
Koch	X			
Pedersen	X			
Ward	X			
Ziegler	X			

e. Approve MAWD Summer Tour Attendees

The Board discussed who would attend the MAWD (Minnesota Association of Watershed Districts) summer tour June 26-28. Manager Ziegler moved to approve Manger Crafton, Manager Koch, and Administrator Bleser attending the MAWD summer tour. Manager Crafton seconded

75 the motion. Upon a vote, the motion carried 5-0.

76 **f. Approve Professional Services for: District Engineer, Pool of Engineers, Legal, Accounting,**
77 **and Audit**

78 Administrator Bleser summarized the District's process to solicit proposals for professional
79 services. She directed the Board's attention to the June 5, 2019, memo from District staff
80 regarding staff's recommendation for engineering, legal, and accounting services based upon
81 submitted qualifications. She went through the memo in detail, talking about proposals received
82 and qualifications of submitting firms. Manager Ziegler moved to approve staff's
83 recommendation for Barr Engineering as District Engineer, the Project-Specific Engineering Pool
84 to include Barr Engineering, HDR, HTPO, Houston, ISG, Limno Tech, SRF, and Wenck &
85 Associates, Redpath and Company White Bear Lake for accounting services, Redpath and
86 Company St. Paul for auditing services, and Smith Partners LLP as the District's legal
87 representative. Manager Crafton seconded the motion.

88 Manager Pedersen stated she believes the District needs to have different providers for its
89 accounting and auditing services. Manager Koch remarked that the District probably didn't
90 receive additional submittals because the District didn't expand its distribution of the Request for
91 Proposals. He described other places the District could post its request for proposals for services.
92 Manager Koch went into detail about his concerns with the District's process and the limited
93 number of proposals received for accounting, auditing, and legal services.

94 Manager Koch moved to amend the motion on the table to table the appointments and reissue
95 request for proposals with respect to audit and legal. The motion failed due to lack of a second.
96 Manager Ziegler moved to amend his motion to remove Redpath and Company St. Paul for
97 auditing services from his original motion and recommend staff seek proposals from an auditor
98 other than Redpath. Manager Koch seconded the motion. The motion to amend the motion carried
99 5-0. President Ward called the question on the amended motion. Manager Koch moved to divide
100 the vote into legal, accounting, and engineering. The motion failed due to lack of second.
101 President Ward again called a vote on the amended motion. Upon a vote, the motion carried 4-1
102 [Manager Koch voted against the motion.]

8. Discussion Items

103 **a. Report from Personnel Committee**

104 Manager Pedersen shared information about a proposal the Committee received from Baker Tilly,
105 a human resources consulting firm, and the watershed-specific experience of Baker Tilly's
106 Director Sharon Klump. Manager Pedersen explained that regarding work on the District
107 Administrator's job description, the proposal for phase 1 includes talking with the Administrator
108 and staff, doing a complete position analysis, and using that information plus data from other
109 local watershed organizations to provide a draft Administrator job description for the
110 Administrator and managers to review. She reported the proposal estimates three to four hours of
111 work and a cost of \$650-\$1,200. Manager Pedersen said the Committee is looking for approval
112 from the Board to move forward with this proposal from Baker Tilly.

113 Manager Crafton moved to accept and approve implementing this proposal from Baker Tilly.
114 Manager Ziegler seconded the motion. Manager Koch asked how Baker Tilly was identified for

115 this proposal. Manager Pedersen responded that she talked with members of local governmental
116 units and the District's Legal Counsel. Manager Koch asked why the District wouldn't use the
117 same process for proposals for HR services that it uses for other professional services. Manager
118 Pedersen said she believes the average HR consultant doesn't have the same expertise with
119 watersheds as does an HR consultant that has worked with local watershed organizations. There
120 was further discussion about the process the Committee used to request proposals for this work.
121 Manager Koch said he would like to be able to review the proposal since it wasn't provided to the
122 Board prior to the meeting. Manager Koch moved to lay this item over. The motion failed due to
123 lack of a second. President Ward called the question on the motion on the table. The motion
124 carried 4-1 [Manager Koch voted against the motion.]

125 **b. Report from Governance Committee**

126 President Ward reported the Committee has finished its review of the existing District
127 Governance Manual as directed by the Board. He said the Committee is planning to have another
128 meeting in the next few weeks to take into consideration new items that could be incorporated
129 into the Manual. He said the Committee meeting should be public noticed soon. Manager Koch
130 requested the Board schedule a half-day workshop to work through the proposed changes to the
131 Governance Manual and to discuss the District's financial and operating provisions. He reiterated
132 his specific concerns about Redpath and Company as being the District's auditor, including
133 absence of policies Redpath has referenced. There was discussion about the way the Board could
134 move forward with the process of updating the Governance Manual, and Manager Koch asked if
135 the Committee is saying that it doesn't want any of his comments or suggestions. Administrator
136 Bleser noted that in the past, the Board would discuss the proposed changes at one meeting and
137 then have the adoption of changes on the following meeting's agenda, so that the Board members
138 have time to review and discuss. President Ward said that when the managers receive the draft,
139 the managers all have the same chance to comment on suggested additions, corrections, and so
140 on.

141 **c. Update on Flood Mitigation Grant at Pioneer Trail**

142 Mr. Jeffery reported the closing on 730 Pioneer Trail will be July 1 and the owner of 750 verbally
143 communicated that he would sell after the other two have sold. Mr. Jeffery said that once the
144 three properties have been purchased, the feasibility phase will begin. He responded to Manager
145 Koch's questions about the status of all three properties, 730, 750, and 770 Pioneer Trail.

146 **d. Rules Update**

147 Mr. Jeffery reminded the Board of the April 24th listening session the District held regarding its
148 rules and rules process. He summarized the feedback received from that meeting and the online
149 survey. Mr. Jeffery outlined staff's proposed changes to the District's rules based on the
150 feedback. He said staff will bring the proposed changes to the TAC at its June 17th meeting and
151 bring a draft for Board discussion at its July monthly meeting, then in front of the Board for
152 action at its August meeting and direction to send the rules revisions out for public comment. Mr.
153 Jeffery said staff hopes the rules revisions would be adopted in November.

154 President Ward asked staff to call a meeting of the people who attended the April 24th listening
155 session and provide them with the draft as it stands after the TAC and Board comment at their
156 next meetings. President Ward said the District should hear from that group about the proposed

157 changes. Manager Koch suggested ways the District could develop standards as a way for
158 constituents to know what the District will or won't accept. Mr. Jeffery said staff could probably
159 develop a flow chart similar to the chart for MIDs. Manager Pedersen said she would like to
160 know what makes the District's rules onerous compared to other watershed districts that the cities
161 are working with. Mr. Jeffery said staff can pull together a spreadsheet of watershed's rules.

162 **e. Wakeboarding Surfing Request**

163 Manager Koch said he asked this be added to this month's agenda as a follow up to the discussion
164 at last month's Board meeting. He asked if the District has a means in place by which to measure
165 shoreline erosion or if not, what it would take to put something in place. Administrator Bleser
166 followed up on a question last month about the potential effect of waves on an alum treatment.
167 She said there will be some resuspension of the alum in the shallow areas but since the District's
168 focus for the treatment is on deep areas and most of the wave energy would be dissipated by the
169 time it reaches the deep area.

170 Mr. Jeffery commented that the District has the capability in-house to measure deterioration of
171 shoreline and the force of waves, but the issue is correlating such exclusively to wakeboarding.
172 Administrator Bleser noted that the District does have a baseline measurement from the DNR,
173 which conducted a shoreline evaluation for Lotus Lake and Lake Riley in 2016. The Board asked
174 staff to collect information on plants in the water, shoreline, and land while out collecting data.

175 **f. MN Lakes and River Advocates**

176 Manager Koch said he is a member of MN Lakes and River Advocates, and it is having a 50th
177 anniversary celebrations on June 14th and he would like to attend. He asked if the Board had any
178 objections. Manager Crafton recommended he ask others about their experiences with wake
179 boarding. There was discussion about whether Manager Koch would represent the District while
180 at the event or represent himself and whether he was requesting District funds for the registration
181 and hotel. Manager Koch and the Board agreed that Manager Koch would represent himself at the
182 event and that he wouldn't request District funds for costs. Manager Koch said this type of cost is
183 an item the Board should discuss as part of its Governance discussion.

184 **g. Minnesota Association of Watershed Responsibility**

185 President Ward noted that this item is information only. Administrator Bleser brought to the
186 Board's attention the existence of the Minnesota Association of Watershed Responsibility and
187 information it is circulating, particularly about the RPBCWD being one of the most onerous
188 watersheds. President Ward said the District needs to touch base with its state representatives and
189 county commissioners about this information. Attorney Smith agreed that conversation is a great
190 way forward. He noted that the District's annual reports document that the most significant
191 environmental outcomes the District has been a part of achieving have been through its regulatory
192 program. Attorney Smith explained that appreciating the value of the regulatory program
193 fundamentally is an important part of the District's overall communication. He added that
194 developers are accustomed to reaching out to the watershed late in their development process.
195 Manager Crafton remarked that the District is a member of MAWD and as such should ask
196 MAWD what its communications and messages are about this issue.

9. Upcoming Board Topics

197 President Ward noted that the Board’s Budget Workshop is July 10th at 5:30 p.m. at the District
198 Office. He highlighted upcoming District events and noted that upcoming Board topics include
199 the selection of professional services.

10. Upcoming Events

- 200 • Smart Salting for Property Managers, June 5, 9 a.m.-1:30 p.m., District Office, 18681 Lake Drive
201 East, Chanhassen
- 202 • Sustainable Lawns, Flowers and Fescues Workshop, June 5, 6:30 p.m.-8 p.m., Bloomington Public
203 Works
- 204 • Walk with the Watershed, June 7, noon-1:00 p.m., Bluff Creek Trail
- 205 • Community Planting Event, June 8, 9 a.m.-1:00 p.m., Scenic Heights School Forest
- 206 • Wetland Walk, June 11, 6 p.m.-8:00 p.m., District Office, 18681 Lake Drive East, Chanhassen
- 207 • Turfgrass Maintenance Training and Certification, June 18, 8 a.m.-2:30 p.m., Bloomington Public
208 Works
- 209 • Boat Rides on Lake Riley, 50th Anniversary Event, June 22, 2 p.m.-5:00 p.m., Riley Lake Beach
- 210 • Personnel Committee Meeting, June 24, 2019, 4:00 p.m., District Office, 18681 Lake Drive East,
211 Chanhassen
- 212 • Minnesota Association of Watershed Districts (MAWD) Summer Tour, June 26-28, Moorehead, MN
- 213 • Citizen Advisory Committee Meeting, June 17, 6:00 p.m., District Office, 18681 Lake Drive East,
214 Chanhassen
- 215 • Governance Committee Meeting, TBD, District Office, 18681 Lake Drive East, Chanhassen
- 216 • RPBCWD Board of Managers Budget Workshop, Wednesday, July 10, 5:30 p.m., District Office,
217 18681 Lake Drive East, Chanhassen
- 218 • RPBCWD Board of Managers Regular Board Meeting, Wednesday, July 10, 7:00 p.m., District
219 Office, 18681 Lake Drive East, Chanhassen

11. Adjourn

220 Manager Pedersen moved to adjourn the meeting. Manager Ziegler seconded the motion. Upon a vote, the
221 motion carried 5-0. The meeting adjourned at 8:50 p.m.

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Respectfully submitted,

David Ziegler, Secretary

RPBCWD May staff report

Administration		Staff update	Partners
Accounting and Audit	Coordinate with Accountant for the development of financial reports. Coordinate with the Auditor. Continue to work with the Treasurer to maximize on fund investments.	The administrator requested proposals from three consultants who have performed audits for watershed organizations. Received proposals will be included in the board packet for discussion and next steps.	
Annual Report	Compile, finalize and submit annual report to agencies	The District received a letter from the Board of Water and Soil Resources acknowledging receipt and review of the District's Annual Report. The letter noted that all required information was received, and recognized the District for becoming a leader in the State for its watershed management with the Regulatory, Education & Outreach and Data Collection programs along with its project implementation.	
Internal Policies	Work with Governance Manual and Personnel Committees to review bylaws and manuals as necessary	<p>The personnel Committee met on June 22 - the committee will be reporting at the board meeting.</p> <p>The Governance Committee did not meet in June.</p>	
Advisory Committees	Engage with the Technical Advisory Committee on water conservation, chloride management and emerging topics	The CAC met for their regular monthly meeting on June 17th. Staff Jeffery presented on the proposed rule updates and solicited CAC comments, ideas, and	

	Engage with the Citizen Advisory Committee on water conservation, annual budget and emerging topics. Facilitate recruitment of CAC members for 2019.	feedback. Draft minutes are included in the board packet. Staff Jeffery, Engineer Sobiech, and Legal Counsel Welch held a TAC meeting to discuss proposed rule revisions. The discussion was generally positive and the TAC was receptive to the proposed changes. Additional information will be presented at the August board meeting.	
Membership			
District-Wide			
Regulatory Program	Review regulatory program to maximize efficiency. Engage Technical Advisory Committee and Citizen Advisory Committee on possible rule changes. Implement regulatory program.	4 permit applications received. 1 permit has been issued administratively. 8 Applications are currently under review. Staff Jeffery has met with potential applicants on 1 pending project. See table at end of document for more details. Duck Lake Permit Regulation. Engineer Sobiech is working on updating the district model to provide higher resolution for this area. This information will be used to work with the DNR and Eden Prairie to address existing conditions versus approved conditions. Staff held a TAC meeting to discuss proposed rule revisions. Further details will be provided at the August meeting along with proposed revisions.	
Aquatic Invasive Species	Review AIS monitoring program	The Lake Service Provider survey was released. Postcards were sent to all	City of Chanhassen City of Eden Prairie

	<p>Develop and implement Rapid Response Plan as appropriate</p> <p>Coordinate with LGUs and keep stakeholders aware of AIS management activities.</p> <p>Manage and maintain the aeration system on Rice Marsh Lake as per the Riley Chain of Lakes Carp Management Plan.</p> <p>Review AIS inspection program.</p> <p>Keep abreast in technology and research in AIS.</p>	<p>lakeshore residents. Summary of survey is included in the board packet. Staff will work with the City of Eden Prairie and Carver County to see about expending inspections into October based on the reporting.</p> <p>AIS partner survey is delayed to July.</p> <p>The District will hold an AIS early detection training for lakeshore residents, volunteers, or other interested citizens. Tuesday, July 9th, at 6:30pm at the District office.</p>	<p>University of Minnesota MN DNR Carver County</p>
Cost-Share	<p>Review program to determine efficiencies and needs.</p> <p>Recommend modification as necessary.</p> <p>Review applications and recommend implementation.</p>	<p>The cost-share grant review committee reviewed four residential applications at their Monthly meeting on June 17th: two rain gardens, a stormwater pond buffer, and vegetated swale/habitat restoration. Three of the applications were recommended to the District Administrator for funding, and approved by the Administrator. One of the rain garden applications was not recommended for funding due to concerns about drainage. Staff are working with the homeowner to explore other options.</p>	
Data Collection	<p>Continue Data Collection at permanent sites.</p> <p>Identify monitoring sites to assess future project sites.</p>	<p>Staff completed two creek monitoring and Two lake monitoring sampling events.</p> <p>Staff also conducted zebra mussel veliger sampling on lakes.</p> <p>Assisted Chanhassen with CAMP program on Lake Susan.</p> <p>Carp sampling on the PCRA has been hindered by high water. Staff were able</p>	<p>Metropolitan Council</p> <p>City of Eden Prairie</p> <p>University of MN</p> <p>City of Chanhassen</p>

		<p>to conduct two sampling events at the berm before high water conditions in May, and removed almost 400 carp. 63 carp were removed from the berm in June. Barrier was pulled out twice for extended periods of time.</p> <p>Auto sampling units on upper Riley Creek under Powers and upper Bluff Creek under Galpin sampled multiple times this month. Staff will assess the pollutant loads and evaluate if future creek restoration is needed.</p> <p>WOMP stations: Continued bi-weekly sampling of the station.</p> <p>Staff finished building and coding EnviroDIY stations for the pond project. They conducted multiple pond sampling events. Staff have started installing the stations.</p> <p>Staff sampled the Lake Susan Park Pond treatment system and will be periodically to evaluate the unit.</p>	
District Hydrology and Hydraulics Model	<p>Coordinate maintenance of Hydrology and Hydraulics Model.</p> <p>Coordinate model update with LGUs if additional information is collected.</p> <p>Partner and implement with the City of Bloomington on Flood Evaluation and Water Quality Feasibility.</p>	<p>Work is ongoing. Staff has met with engineer and the City of Bloomington staff to discuss modeling and gather information to further analysis.</p>	<p>City of Bloomington</p>
Education and Outreach	<p>Implement Education & Outreach Plan, review at year end.</p> <p>Manage partnership activities with other organizations.</p>	<p>The District hosted a Smart Salting for Property Managers pilot training with Fortin Consulting on June 5th. The District</p>	<p>Smart Salt Property Managers: MPCA (funding), Fortin Consulting</p>

	<p>Coordinate Public Engagement with District projects.</p>	<p>will also host similar trainings on July 24 and August 21st.</p> <p>Staff Swope and Jordan coordinated and led a planting event at the Scenic Heights School Forest on June 5th. More than 450 children from 17 classes participated in the event. They installed about 1,500 plants. Staff Dickhausen and 2 RPBCWD interns also helped to lead this large event.</p> <p>Staff Swope and Jordan coordinated and led a community planting event on June 8th at the Scenic Heights School Forest. 20 volunteers, including neighbors, school community members, and RPBCWD master water stewards participated.</p> <p>Staff Jeffery led a “First Friday Lunch Hike” at Chanhassen High School/ Bluff Creek on June 7th.</p> <p>The District hosted a Turfgrass Maintenance for Lawncare Professionals MPCA certification course for Bloomington Public Schools Staff and others on June 18th.</p> <p>Staff co-hosted a “Sustainable Lawns: Flowers and Fescues” workshops with Nine Mile Creek Watershed and Carver County WMO on June 5th (60 participants) and June 12 (50 participants).</p> <p>Staff Jordan and Swope held a shoreline maintenance restoration workshop on June 26 at the Timber Lakes Homeowner’s Association restoration</p>	<p>Planting Events: Scenic Heights Elementary, Three Rivers Park District, Minnetonka High School Senior Serve</p> <p>Turf Maintenance: Bloomington Public Works, Nine Mile Creek Watershed District, Richfield Bloomington WMO, Fortin Consulting, MPCA (funding).</p> <p>Sustainable Lawns: Nine Mile Creek Watershed District, Carver County Water Management Organization, City of Bloomington Shoreline Workshop: Timber Lakes Homeowners Association, Natural Shores Technologies</p>
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		<p>project. Participants learned about restoration and project maintenance, then worked in the restoration gaining hands-on experience in the project.</p> <p>Administrator Bleser presented on the District’s activities and the annual report to the Shorewood City Council (June 24th).</p> <p>Adopt-a-dock volunteers checked their plates in early June. No zebra mussels were reported on any lake.</p> <p>Master Water Stewards: the district has begun recruiting for stewards for the 2019-2020 cohort. The District will hold an info session Tuesday July 23rd, 6-7pm at Smith Coffee in Eden Prairie.</p> <p>The Wetland Walk originally scheduled for June 11th has been moved to July 31st, due to weather.</p> <p>Applications for Educator and Action grants continue to be received, reviewed, recommended, and processed.</p> <p>Community members continue to sign up to adopt storm drains and keep them clear of leaves, dirt, and other debris through the Adopt-a-drain.org partnership.</p>	<p>Master Water Stewards: Freshwater Society</p> <p>Adopt a Drain: Nine Mile Creek Watershed District, City of Eden Prairie, City of Bloomington, City of Minnetonka, Hamline University.</p>
<p>Groundwater Conservation</p>	<p>Work with other LGUs to monitor assess and identify gaps.</p> <p>Engage with the Technical Advisory Committee to identify potential projects.</p> <p>Develop a water conservation program (look at Woodbury model)</p>	<p>No new update.</p>	<p>TBD</p>

<p>Lake Vegetation Management</p>	<p>Work with the University of Minnesota or Aquatic Plant Biologist, Cities of Chanhassen and Eden Prairie, lake association, and residents as well as the Minnesota Department of Natural Resources on potential treatment. Implement herbicide treatment as needed.</p> <p>Secure DNR permits and contract with herbicide applicator.</p> <p>Lakes the District is monitoring for treatment include: Lake Susan, Lake Riley, Lotus Lake, Mitchell Lake, Red Rock Lake and Staring Lake.</p> <p>Work with Three Rivers Park District for Hyland Lake</p>	<p>The University of Minnesota has identified possible need of treating Staring Lake for EWM treatment. This will be confirmed after delineation survey.</p>	<p>City of Eden Prairie City of Chanhassen University of Minnesota MNDNR</p>
<p>Opportunity Projects</p>	<p>Assess potential projects as they are presented to the District</p>	<p>(St. Hubert Opp Project) District staff met with St. Hubert staff to discuss the memo created by SRF, and board feedback. School staff indicated that they have ongoing maintenance funds that could be dedicated to maintaining the project. Staff reached out to Carver County Soil and Water Conservation District, which indicated interest in being a financial partner on the project. Staff also identified two grant funding opportunities to further investigate and pursue. Staff are scheduled to present the project idea to School leadership in August.</p>	<p>St Hubert Catholic Community Carver County Soil and Water Conservation District</p>
<p>Total Maximum Daily Load</p>	<p>Continue working with Minnesota Pollution Control Agency on the</p>	<p>No Updates</p>	<p>MPCA</p>

	<p>Watershed Restoration And Protection Strategies (WRAPS). Engage the Technical Advisory Committee.</p>		
Repair and Maintenance Grant	Develop and formalize grant program.	No Updates	
University of Minnesota	<p>Review and monitor progress on University of Minnesota grant. Support Dr John Gulliver and Dr Ray Newman research and coordinate with local partners. Keep the manager abreast to progress in the research. Identify next management steps.</p>	<p>Field season has begun. May 2019 activities included getting gear ready and planning for sampling. Curly leaf pondweed assessments and delineations for possible herbicide treatment were conducted for Lakes Riley, Susan and Staring. It was recommended that treatments be held off for this year for curlyleaf pondweed due to finding low abundances in Staring and Susan and limited areas in Riley. Foregoing treatment may promote further native plant recovery. Very few Eurasian watermilfoil plants were seen in Lake Riley but assessment and delineation for treatment will be conducted in June. Watermilfoil was seen in Staring and will need to be monitored.</p>	<p>Stormwater ponds partners: Bloomington, Chanhassen, Eden Prairie, Minnetonka and Shorewood Plant Management: Chanhassen Eden Prairie</p>
Watershed 50 year Anniversary	<p>Come explore with us! Finalize anniversary program for 2019. Implement anniversary events.</p>	<p>The District held a “boat rides on Lake Riley” event June 22 in partnership with Let’s Go Fishing. More than 150 attendees were able to come ride on pontoon boats, learn about the District,</p>	<p>Boats on Lake Riley: Let’s Go Fishing Eden Prairie, artist Kari Jo Johnson</p>

		<p>and participate in a community art project.</p> <p>District intern Olivia has begun research on district history. She will continue research throughout the summer and will compile a display for the 50th Anniversary Celebration on August 28th.</p>	
Watershed Plan	Review and identify needs for amendments.	No changes were identified at this time.	
Wetland Conservation Act (WCA)	Administer WCA within the Cities of Shorewood and Deephaven. Represent the District on Technical Evaluation Panel throughout the District	<p>One application for a boundary and type determination was received in Deephaven. A notice of decision was mailed on 6/28/19 - approved.</p> <p>No WCA applications have been received in Shorewood.</p> <p>Staff Jeffery is drafting a letter to BWSR regarding BWSR's failure to support the MNRAM application.</p>	<p>City of Shorewood City of Deephaven City of Chanhasen MCWD BWSR DNR ACOE</p>
Wetland Management	Identify potential restoration/rehabilitate wetlands and wetland requiring protection.	<p>Staff has begun assessing wetlands in the western portion of the District.</p> <p>Staff Dickhuasen has been trained in MNRAM and will begin devoting time, with an intern to performing assessments.</p>	<p>City of Chanhasen MNDNR</p>
Hennepin County Chloride Initiative	Phase 1: Develop a plan to target commercial and association-based sources or chloride pollution - businesses, malls, HOAs, property management companies and the private applicators that they hire. We will hire a consultant to facilitate focus groups with private applicators, as	<p>Administrator Bleser has been working with Fortin Consulting and U of M Researched on the interview guide for parking lots and sidewalks applicator. At the same time, Administrator Bleser is part of committee to help develop ordinances for cities to adopt winter best practices. Administrator Bleser is part of a</p>	

	well as those that execute contracts with private applicators. These focus groups will help identify needs and barriers for our target audience. The consultant will compile information into a plan for implementation.	committee that is developing/reviewing smart salting for property managers.	
Lower Minnesota Chloride Cost-Share Program	The Lower Minnesota River Watersheds are coming together to offer cost-share grants.	Administrator has met with NMCWD, LMRWD and RBWMO to share progress on Hennepin County as well MPCA Property Manager Trainings, as well as time frame in the development of the cost-share program. RBWMO will be sending two staff members to the North American Snow Conference hosted by American Public Works Association and will be reporting back to the group.	
Bluff Creek One Water			
Chanhassen High School Re-use	Continue to work with all partners. Complete site restoration and start system. Finalize and implement E and O for project. Monitor Project.	The site is operational and site is stabilized.	ISD 212 City of Chanhassen Metropolitan Council
Bluff Creek Tributary Restoration	Implement and finalize restoration. Monitor Project.	USACOE was notified with the final report. We are waiting for a permit status update from USACOE	City of Chanhassen
Wetland Restoration at 101	Remove 3 properties from flood zone, restore a minimum 7 acres and as many as 16 acres of wetlands, connect public with resource, reduce volume, rate, pollution loads to Bluff Creek	Purchased property at 730 Pioneer Trail. We are contacting homeowner at 750 Pioneer. The City will be closing on third property in August.	City of Chanhassen MN DNR

Riley Creek One Water			
Lake Riley Alum	Continue to monitor the waters.	No updates	
Lake Susan Improvement Phase 2	Complete final site stabilization and spring start up. Finalize and implement E and O for project. Monitor Project.	The system is operational. Plugs need to be replaced as they are not thriving.	City of Chanhassen Clean Water Legacy Amendment
Lower Riley Creek Stabilization	Coordinate agreement and acquire easements if needed for the restoration of Lower Riley Creek reach D3 and E. Implement Project. Continue Public Engagement for project and develop signage of restoration.	LMRWD has executed final agreement. Staff is proposing awarding the project at the Board Meeting.	City of Eden Prairie Lower Minnesota Watershed District
Rice Marsh Lake Alum Treatment	Monitor Project.	No updates.	City of Eden Prairie City of Chanhassen
Rice Marsh Lake Watershed Load Project 1	Conduct feasibility. Develop cooperative agreement with City of Chanhassen	Staff contacted the City and is interested in pursuing water quality improvement project in identified spot. Staff will come back with feasibility TO in August.	City of Chanhassen
Upper Riley Creek	Work with City to develop scope of work (in addition to stabilizing the creek can we mitigate for climate change) Conduct feasibility Develop cooperative agreement with the City of Chanhassen Order Project Start design	Project on hold.	City of Chanhassen
Purgatory Creek One Water Berm		Staff Jeffery met with the city and there are still some questions that remain unanswered. The District will be getting a	

		surveyor to determine if the sheet pile is subsiding.	
Duck Lake Water Quality Project	Work with the City to implement neighborhood BMP. Identify neighborhood BMP to help improve water resources to Duck Lake. Implement neighborhood BMPs.	42 Trees have been installed. Survey and infiltration test are complete for the proposed raingardens.	City of Eden Prairie
Hyland Lake Internal Load control	Implement Hyland Lake Alum application.	Project is complete.	Three Rivers Park District City of Bloomington
Lotus Lake – Internal Load Control	Monitor treatment and plant populations.	No updates.	
Scenic Heights	Continue implementing restoration effort. Work with the City of Minnetonka and Minnetonka School District on Public Engagement for project as well as signage.	See Education and Outreach section for details on volunteer planting. Contractors will be returning throughout the growing season to manage invasive plants on site.	Minnetonka Public School District City of Minnetonka Hennepin County
Silver Lake Restoration	Order project Design Project Work with the City of Chanhassen for Design, cooperative agreement and implementation	Task Order will be presented at the August meeting. Draft cooperative agreement was submitted to the City for review.	City of Chanhassen
Professional Development			
MAWD Summer Tour	Administrator Bleser attended the MAWD summer tour in Moorehead.		
TC-WaMoDaG	Staff Maxwell attended the Metropolitan Council event that focused around biological sampling methods for plants, AIS, macroinvertebrates, fish.		

Regulatory Program

PERMIT #	APPLICANT	PROJECT	DATE SUBMITTED ON-LINE PAPER COMPLETE	STATUS	RULES
2018-044	United Properties	(r)Smith Village mixed use - Eden Prairie	6/8/18 6/29/18 June 5, 2019	Incomplete-comments provided 7/9/18 & 12/11/18 & 5/21/19 On 6/5/19 received complete submittal. Rates don't conform	C-EPSC J-Stormwater
2018-066	Presbyterian Homes	(r) Castle Ridge - Eden Prairie	10/18/18 10/23/18	Application was on-hold per email correspondence w/ engineer 11/9/18 & 11/28/18 due to Eden Prairie review comments. Additional materials provided 4/5/19. Currently under review.	C-EPSC D-Buffers J-Stormwater
2018-071	MNTKA Public Schools	LAX Field Construction	12/6/18	Approved - conditions met Construction begun	C - EPSC J-Stormwater
2018-072	Three Rivers Park District	Parking - Bloomington	12/20/18 12/28/18	Approved - conditions met Construction begun.	C-EPSC D- Buffers J-Stormwater
2018-073	Eden Prairie - Streets	Preserve Blvd Reconstruction	12/20/18	Approved - conditions met. Construction begun.	B-Floodplain C-EPSC D-Buffers J-Stormwater
2018-074	Eden Prairie - Utilities	Ground Storage Reservoir	12/21/18 12/26/18 1/28/19	Approved - conditions met	C-EPSC J-Stormwater
2019-001	Lennar	(r) Nelson Property	1/11/19 1/11/19	Noticed incomplete on	B-Floodplain C-EPSC D-Buffers G-Water X-ing J-Stormwater

		- Galpin Ave, Chanhassen "The Park"		2/5/19. Developer working with City on PUD. Revised submittal received on 5/21/19	
2019-002	Shelangoski	Single family	1/8/19	Administratively approved Construction begun	C-EPSC
PERMIT #	APPLICANT	PROJECT	DATE SUBMITTED ON-LINE PAPER COMPLETE	STATUS	RULES
2019-003	Wooddale Builders	(r) Stable Path	1/16/19 1/16/19	Conditionally Approved 4/3/19. Working with City and Developer to resolve maintenance agreement. Conditions met.	C-EPSC, J-Stormwater
Not Assigned	City of Chanhassen/ MNDOT	T.H. 101 Reconstruction	No application submitted.	In design and permit application phase. There have been 5 stakeholder meetings held.	B-Floodplain C-EPSC D-Buffers G-Water X-ing J-Stormwater
Not Assigned	Moments of Chanhassen, LLC	(r) Moments Senior Living	No application submitted.	Pre-application meeting with city and development team held on 12/20/18	C-EPSC D-Buffers J-Stormwater
2019-004	Eden Prairie - Engineering	Duck Lake Road	1/16/19 1/18/19	Tabled at the request of Eden Prairie until further notice.	B-Floodplain C-EPSC D-Buffers G-Water X-ing J-Stormwater K-Variances
2019-005	Eden Prairie - Engineering	Single Tree Ln Improvements	1/17/19 1/22/19	Administratively approved 2/5/19 Under construction.	C-EPSC
2019-006	Minnetonka - Engineering	2019 Mill & Overlay Project	1/14/19 1/14/19	Administratively approved on 1/15/19	C-EPSC

2019-007	Great Oaks 2nd, LLC	Beverly Hills	1/25/19 2/28/19 3/08/19	Conditionally approved at 4/3/19 meeting. Awaiting FA and MD. Will be provided with closing 7/12	C-EPSC, J-Stormwater
2019-008	Eden Prairie Parks	Staring Lake Pavilion	2/19/19 1/21/19	Conditionally approved 4/3/19 meeting. Conditions met	C-EPSC, J-Stormwater
PERMIT #	APPLICANT	PROJECT	DATE SUBMITTED ON-LINE PAPER COMPLETE	STATUS	RULES
2019-009	Marcus Reidel	Reidel Home Addition	2/18/19 2/6/19 2/19/19	Administratively approved 2/22/19	C-EPSC, J-Stormwater
2019-010	ISD #112	Chan HS Sanitary Service Repair	2/22/19 2/25/19	Administratively approved 3/1/19. Completed.	C-EPSC
2019-011	Bre Retail Residual Owner 6	Chase Bank	3/12/19 3/14/19	On the 5/1/19 board meeting	C-EPSC, J-Stormwater
2019-012	Andrew Costigan	Outbuilding	3/21/19 3/28/19 3/28/19	Administratively approved 4/8/19	C-EPSC, J-Stormwater
2019-013	Adam & Kelly Cozine	Pool	3/22/19 3/25/19	Administratively approved 4/26/19	C-EPSC, J-Stormwater
2019-014	Eden Prairie - Engineering	Hennepin Town Rd Turn Lane	3/7/19 3/7/19	Administratively approved on 3/22/19	C-EPSC
2019-015	Chanhassen - Engineering	Lake Dr. East M & O	3/26/19 3/28/19	Administratively approved 3/28/19	C-EPSC
2019-016	Center Point	Minnetonka Boulevard	4/3/19 4/10/19	Administratively approved on 4/10/19	C-EPSC

2019-017	ANE Group	6650 Pawnee Dr	NOPV Issued 4/12/19 4/17/19	On 5/1/19 meeting. Conditionally approved	C-EPSC, J-Stormwater
2019-018	ANE Group		NOPV Issued 4/12/19 4/17/19	On 5/1/19 meeting. Conditionally approved	C-EPSC, J-Stormwater
2019-019	Timothy Brown	Sheldon Place Townhomes	4/24/19 4/26/19	On 6/5/19 meeting	C-EPSC, J-Stormwater
PERMIT #	APPLICAN T	PROJECT	DATE SUBMITTED ON-LINE PAPER COMPLETE	STATUS	RULES
2019-020	Lecy Bros	3993 Hillcrest	5/3/19 5/4/19 5/4/19	Approved. Conditions Met	C-EPSC, J-Stormwater
2019-021	Minnetonka _ Sarah Schweiger	2019 Misc Improvements	4/23/19 4/23/19 4/24/19	Administratively approved Under construction	C-EPSC
2019-022	Timothy Brown	Woodcrest	5/23/19	Under review	
2019-023	Hennepin County Library	Minnetonka Library Improvements	5/29/19	Pre-submittal meeting w/ BKBM on 3/19/19. Under review.	C-EPSC, J-Stormwater
2019-024	Capital Development LLC	Conifer Heights	5/23/19	Pre-submittal meeting w/ Wenck on 3/22/19	C-EPSC, D-Buffers, J-Stormwater
2019-025	Eden Prairie	Homestead Circle Sump Pump Collection	5/22/19	Administratively approved 6/11/19	C-EPSC
2019-026	Stephen Oliver	Ridgewood Church	5/29/19	Under review - on July 10th meeting	

2019-027	Eden Prairie	EP Pavement Management	6/6/19 6/6/19 6/6/19	Administratively approved on 6/6/19	C-EPSC
2019-028	Lifetime - Justin Schmidt	LifeTime Parking Expansion	6/25/19 6/26/19	Under review	
2019-029	Eden Prairie	Sheldon Ave Imp	6/28/19	Under review	
2019-030	Matt Koeppen	Koeppen Shoreline	6/13/19	Under review	

Memorandum

To: Riley-Purgatory-Bluff Creek Watershed District Board of Managers and District Administrator
From: Barr Engineering Co.
Subject: Engineer's Report Summarizing June 2019 Activities for July 10, 2019, Board Meeting
Date: June 30, 2019

The purpose of this memorandum is to provide the Riley-Purgatory-Bluff Creek Watershed District (RPBCWD) Board of Managers and the District Administrator with a summary of the activities performed by Barr Engineering Co., serving in the role of District Engineer, during June 2019.

General Services

- a. Met with Administrator Bleser, Watershed Planning Manager Jeffery, and Project Manager Jordan on June 3rd to continue discussion of the capital improvement program. Discussion included the status of St Hubert's opportunity project, Bluff Creek Tributary restoration project, 101 Wetland restoration, Lake Susan Park Pond, Lower Riley Creek Restoration, Purgatory Creek Park berm repair, Silver Lake subwatershed project, Lake Riley outlet impacts Riley Creek on biotic impairment, potentially shifting Upper Riley Creek with Purgatory Creek restoration at Bent Creek Golf Course, and the Duck Lake subwatershed project.
- b. Met with Administrator Bleser, Project Manager Jordon, and city of Eden Prairie staff on June 4th to discuss the cities design preferred design features such as a structure inlet, rain garden setback from the back of curb, maintenance agreements, permits, and potential city financial partnership on the project.
- c. Participate in June 12th bid opening meeting for the Lower Riley Creek restoration project.
- d. Prepared for and participated in the June 18th technical advisory meeting (TAC) to discuss potential revisions the RPBCWD regulatory program in response to expressed concerns. Ideas discussed include high value rule revisions (e.g., adjust linear project threshold, eliminate 50 cubic yard threshold in stormwater, eliminate groundwater rule, incorporating extended detention for channel protection, providing clearer sequencing for restricted site, etc.) while maintaining the water resource protectiveness of the program.
- e. Met with Watershed Planning Manager Jeffery and Counsel Welsh after June 18th TAC meeting to discuss avenues to address TAC comments within the rules, development of a guidance document, drafting of TAC minutes
- f. Participated in the June 5th regular Board of Managers meeting.
- g. Participated in a June 27th site meeting with Watershed Planning Manager Jeffery and the city of Chanhassen staff to explain the Lake Susan spent lime system operation and discuss the observed high water level in the upstream wetland earlier this spring.
- h. Prepared Engineer's Report for engineering services performed during June 2019.

- i. Miscellaneous discussions and coordination with Administrator Bleser about 2020 budgeting, Duck Lake subwatershed, Bluff Creek restoration, and Lower Riley restoration projects as well as upcoming Board meeting agenda.

Permitting Program

- a. *Permit 2018-028 Oak Point Elementary Parking Lot:* This project involves construction of a new parking lot and walkway in the southwest portion of the Oak Point Elementary School parcel on Staring Lake Parkway in Eden Prairie. The permit was conditionally approved at the September 5, 2018 regular meeting. Notified applicant of June 5th Board of Managers conditional approval of the modification request and need to fulfill condition prior to permit release or starting construction.
- b. *Permit 2018-043 Control Concepts:* The modified project proposes the construction of an approximately 38,000 SF Office and Warehouse facility at 8077 Century Boulevard in Chanhassen. Board conditionally approved at the August 8, 2018 meeting. The project triggers the RPBCWD Erosion Control, Wetland and Creek Buffers, and Stormwater Management Rules. Notified applicant of June 5th Board of Managers conditional approval of the requested modification and need to fulfill condition prior to permit release or starting construction.
- c. *Permit 2018-066 Castle Ridge Redevelopment:* The project proposes to redevelopment the Castle Ridge, Broadmoor, and two adjacent owned properties at the southwest quadrant of Flying Cloud Drive and Prairie Center Drive into mixed-use senior housing, market rate apartments, hotel, and commercial/retail mixed-use project. This project will trigger RPBCWD Rules B, C, D, and J. Completed review of May 22nd submittal and notified applicant on June 3rd the submittal was incomplete because compensatory storage information was missing, information to support rainwater reuse was missing, and the permit fee for the floodplain rule was not provided. Provided review comments with the incomplete notice. Met applicant on June 20th to discuss restrict site analysis, the need to maximize the volume abstracted, and the rainwater reuse calculator.
- d. *Permit 2019-001: Park South Development (a.k.a. Galpin Site/Nelson Property):* The project proposes to construction of a 138 lot single family residential development on approximately 161 acres west of Lake Ann and Lake Lucy (formerly the Prince property). The site is located 0.5 miles north of Highway 5 on the east side of Galpin Blvd in Chanhassen, MN. There are 14 wetlands onsite, some of which the city of Chanhassen, the local governmental unit responsible for WCA, will allow to be filled and mitigated. The large, exceptional value wetland complex in the center of the site will be preserved and receives all stormwater runoff from the upland areas. This wetland is directly connected to Lake Ann and Lake Lucy. The stormwater management systems includes two infiltration basins, vegetated wetland buffers, two wet detention ponds with iron enhanced sand filters, and two filtration basin with iron enhanced sand to provide runoff volume abstraction, water quality treatment, and rate control. In addition, the applicant chose to undertake low impact develop and better site design methods by reducing typical lot sizes and clustering the development. This accomplishes the protection of lake shoreline by dedication of land to the City for park and the preservation of significant wooded areas (over 45 acres). No development is proposed

- along the Lake Lucy and Lake Ann shorelines. This project will trigger RPBCWD Rules B, C, D, and J. The materials submitted on May 21st were reviewed and an incomplete notice along with review comments was sent on June 8th. The applicant was incomplete because a landlocked basin analysis was not performed for wetland 11, the submittal information primarily reflect the full project build out rather than the portion of the project for which an permit was being requested (Park South). The applicant is also requesting four variances for the project (one from the floodplain compensatory storage criteria and three from the stormwater management rule). A complete application was received on June 21st, the materials reviewed and a permit review report was drafted for consideration at the July 10th board meeting.
- e. *Permit 2019-019: Sheldon Place:* The project proposes the redevelopment of a 1.01 acre parcel by removing existing structures and constructing a new 10-Unit Townhome development at 7960 Eden Prairie Rd Eden Prairie, MN 55347. Underground infiltration systems will provide stormwater runoff volume, rate, and water quality control. This project will trigger RPBCWD Rules C, and J. Notified applicant of June 5th Board of Managers conditional approval and need to fulfill condition prior to permit release or starting construction.
 - f. *Permit 2019-022: Woodcrest Place:* The applicant is clearing and demolishing an existing residential home and pavement along Beverly Drive in Eden Prairie. The proposed construction includes the continuation of Beverly Drive and the construction of 11 homes on 11 lots. The project includes two stormwater infiltration BMPs in the rear lots and discharging to an existing off-site wetland to the west of the site and buffers along the steep slopes adjacent to Riley Creek. The combination of these best management practices provides stormwater quantity, volume and quality control. The project triggers RPBCWD Rules C, D, and J. An incomplete notice along with review comments were sent on June 3rd. A complete submittal was received on June 17th, reviewed, and a permit report was drafted for consideration at the July 10th board meeting.
 - g. *Permit 2019-023: Minnetonka Library:* The project includes the full-depth replacement of the parking lot, removal and replacement of concrete sidewalks, and landscaping to improve the site aesthetics at the Minnetonka Library at 17524 Excelsior Blvd. Minnetonka. The project also includes an underground infiltration pipe system to provide water quality treatment and rate control for runoff prior to discharging offsite. The project triggers RPBCWD Rules C and J. A completed submittal was received on June 3rd, reviewed, and comments provided to the applicant on June 12th. The submittal items were revised and the re-submittal was received on June 19th and was reviewed on June 21st. A permit report was drafted for consideration at the July 10th Board of Managers meeting.
 - h. *Permit 2019-024: Conifer Heights:* The project includes a 6-lot single-family development located at 5615 Conifer Trail and 5616 Mahoney Ave Minnetonka. The proposed development will replat the two parcels to provide for a new public roadway extension, six new single-family lots, a public stormwater management basin, and new sanitary, water, and storm utilities. The project also includes an infiltration basin for abstraction of runoff, water quality treatment and rate control for runoff prior to discharging offsite. The project triggers RPBCWD Rules C, D, and J. The submittal materials received on June 7th were incomplete because there is work proposed offsite for which the applicant did not provide information demonstrating they are authorize by that property owner and the electronic water quality

model was not provided. An incomplete notice along with review comments was sent to the applicant on June 19th.

- i. *Permit 2019-026: Ridgewood Church Parking Lot:* The project includes the construction of a new building canopy and drop-off area, and the reconfiguration/reconstruction of a parking lot at Ridgewood Church at 4420 County Road 101, Minnetonka. A portion of the parking lot construction will include repaving only and the remaining portion will include full-depth removals with subgrade disturbances. The proposed infiltration basin is sized to capture 1.1 inches of runoff from the impervious portions of the construction that are new or include subgrade disturbances. Rate control is incorporated in the design of the proposed infiltration basin. For subwatersheds not tributary to the proposed infiltration basin, rate control is being established by enlarging an existing constructed wetland onsite. The project triggers RPBCWD Rules C, D, and J. An incomplete submittal was received on May 29th, reviewed, and comments provided to the applicant on June 11th. Revised submittal items have not been received as of June 24th.
- j. Performed erosion control inspections of active sites on June 15th and 16th (see attached inspection report).
- k. Miscellaneous conversations with Permit Manager Jeffery about technical questions on permit requirements for potential development and redevelopment projects.

Data Management/Sampling/Equipment Assistance

- a. Prepared, uploaded and verified 12 RMB laboratory (RMB) reports.
- b. Deployed upgrade to alert Barr staff when RPBCWD submits field data via the mobile application.

Task Order 6: WOMP Station Monitoring

Purgatory Creek Monitoring Station at Pioneer Trail

- a. Download and review data.
- b. File management – lab submission forms.
- c. Test backup water level sensor (From Scenic Hts station).
- d. Storm event sampling.

Purgatory Creek Monitoring Station at Valley View Rd

- a. Download and review data.
- b.
- c. Storm event sampling.
- d. File management – lab submission forms.

Task Order 13b: Lake Susan Watershed Treatment and Stormwater Reuse Enhancements Design and Construction Administration

- a. Peterson Companies installed prairie cord grass plugs around the iron-enhanced sand filter on May 6th. Barr's landscape architecture visited the site on June 28th to review the planting and confirmed poor plug establishment. There were more plugs dead than alive (~70 living grass plugs out of 354 installed). It appears the plugs were never fully installed into the ground and as a result, a majority of them dried out. We intend to coordinate with Peterson to replace 284 plugs when weather conditions permit
- b. Training of City of Chanhassen staff was completed on June 5th. Peterson representative Ryan Potvin and Adam Beers of the City of Chanhassen attended along with additional City staff (Barr did not participate).
- c. The revised punch list is as follows:
 1. (Peterson) Confirm availability of a pump elapsed time meter (for both pumps) within the program. The pump run durations and the set point for the VFD will allow for the computation of flow and total volume treated by the IESF.
 2. (Peterson) Provide a list of the information that the program is currently recording and the current set points (times, runtimes, flow rates, levels, all on/off levels, etc.).
 3. (Barr/Peterson) Evaluate viability of prairie cord grass plugs and reinstall as determined necessary.

Task Order 14b: Lower Riley Creek Final Design

- a. Continued communications with bidders: Issued a set of answers to questions and issued Addenda #2 and #3 to provide additional clarification on the plans and specifications.
- b. Conducted bidding opening at 10:00 AM on June 12th at RPBCWD office. Six bids were received and ranged in price between \$1,530,497.04 and \$3,078,502.50.
- c. Reviewed all bidding documents for conformance with submission requirements and developed bid abstract to check submissions for methodical errors. No errors or anomalies were discovered.
- d. Prepared award recommendation memo for review and consideration by the board of managers at the July 10th regular meeting.
- e. Coordinated with the city of Eden Prairie to determine if the city wanted to proceed with including the bridge alternate in the contract award at the city's cost. The city indicate the bridge price was higher than expected but they requested that it be included in the recommendation of award.

Task Order 21B: Bluff Creek Stabilization Project

- a. Finalized the Cultural/Historical investigation report, submitted to Administrator Bleser for review and approval before submitting to the US Army Corps of Engineers on June 11th. To

date, the USACE has provided no response to the submission so we intend to follow-up in July.

Task Order 23: Scenic Heights School Forest Restoration

- a. Several hundred students from Scenic Heights Elementary participated in a volunteer planting event in which over 2,200 native plants were installed. These native plants consisted of a variety of flowering perennials that were introduced into the recently seeded prairie areas and along the ephemeral wet areas on site.
- b. Site management and weeding will continue through the growing season with an emphasis on garlic mustard and buckthorn resprout control.



Figure 1 – Fourth graders install a native butterfly milkweed plant.



Figure 2 – A second grade class works with District staff and volunteers to carefully install their plants. Each class learned of the value of native plant communities and the District's role in water quality improvement.

Task Order 25: Duck Lake Water Quality Improvement Project

- a. Coordinated and attended a June 4 meeting with Administrator Bleser, Project Manager Jordan, and City of Eden Prairie staff to define design guidelines for rainwater gardens. Prepared graphic materials for the meeting, developed a list of action items from the meeting, and provided meeting notes for all participants.
- b. Prepared graphic materials for Project Manager Jordan to share with City of Eden Prairie staff to show how a rainwater garden might look when built according to the design guidelines defined during the meetings with city staff.
- c. Performed infiltration rate tests at six prospective rainwater garden sites to determine whether soils at the sites would infiltrate runoff quickly enough to meet design standards.
- d. Coordinated tree planting activities with the selected contractor, including responding to contractor questions about alternative tree sizes and coordinating changes to selected tree species in response to landowner requests.

Task Order 26: Stormwater Model Update and Flood-Risk Area Prioritization Identification for the Bloomington Portion of Purgatory Creek

- a. Met with Administrator Bleser, and city of Bloomington Staff to review preliminary model results on June 3rd. During the meeting staff presented 100-year inundation areas from the city's stormwater model, the District's stormwater model, and the updated District stormwater model that includes the additional detail within the city of Bloomington. For each inundation area, staff identified potentially flood-prone structures. City staff noted that the inundation areas from the updated model looked similar to the inundation areas identified by the City, and agreed to provide some additional information including as-built plans and locations of reported flooding.
- b. Reviewed the additional information provided by city of Bloomington staff. The stormwater model was updated to reflect information shown on as-built plans provide by the city, and simulation results were compared to locations of reported flooding also provided by the city.
- c. Simulations for the 1, 2, 10, 50, 100-year 24-hour rainfall events and the mid-21st century moderate estimate for the 10 and 100-year 24-hour rainfall events.
- d. Developed inundation areas for each of the design rainfall events and identified potentially flood-prone structures for each event.
- e. Staff are developing GIS figures of inundation areas and potentially flood-prone structures, that Administrator Bleser can share with the TAC. At a TAC meeting later this summer, Administrator Bleser will request comments from the TAC regarding how to prioritize mitigating flood-risk for potentially flood-prone areas.

Task Order 27: Duck Lake Outlet Hydrologic and Hydraulic Model

- a. Clipped the District model for Purgatory Creek so that the portion of the model tributary to Duck Lake could be used to evaluate historic water levels and assess the impact of the revised outlet has on the lake levels.

To: Riley-Purgatory-Bluff Creek Watershed District Board of Managers and District Administrator
From: Barr Engineering Co.
Subject: Engineer's Report Summarizing June 2019 Activities for July 10, 2019, Board Meeting
Date: June 30, 2019
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- b. Requested historic lake levels from RPBCWD staff and the city of Eden Prairie. Reviewed RPBCWD data and discovered the need to survey the Duck Lake outlet.
- c. Began developing parameters for a continuous simulation, setup model, and starting debugging continuous simulation.
- d. Over the next several weeks the model will be validated/calibrated for 2014-2018. Following calibration/validation, the clipped calibrated model will be used to simulate approximately 70-years of rainfall. The clipped model will be used to evaluate water levels assuming the DNR approved outlet for Duck Lake (1969 condition). The clipped model will be updated for the proposed outlet from Duck Lake, and the model will be used to simulate approximately 70-years of rainfall.

To: RPBCWD Board of Managers
From: Dave Melmer
Subject: June 15 and 16, 2019—Erosion Inspection
Date: July 2, 2019
Project: 23/27-0053.14 PRMT 9016

Barr staff has inspected construction sites in the Riley Purgatory Bluff Creek Watershed District for conformance to erosion and sediment control policies. Listed below are construction projects and the improvement needed for effective erosion control. The sites were inspected from June 15th and 16th, 2019.

Site Inspections

2015-010	Children's Learning Adventure - Private - Commercial/Industrial Northwest Corner of Highway 5 and Galpin Avenue Chanhassen, Minnesota 55317 No change since last monthly inspection. Site updates completed. Areas up to wetland signage was redone and infiltration basin redone. All bare areas covered and bio-rolls installed. No standing water in infiltration basin. Will monitor vegetation growing.	2019-06-15
2015-016	Blossom Hill - Private - Residential 10841 Blossom Rd Eden Prairie, Minnesota 55347 No change since May inspection:	2019-06-15
2015-036	Saville West Subdivision - Private - Residential 5325 County Road 101 Minnetonka, Minnesota 55345 No change since last inspection. CA still open for downed silt fence. .	2019-06-16
2015-050	Arbor Glen Chanhassen - Private - Residential 9170 GREAT PLAINS BLVD Chanhassen, Minnesota 55317 No change since last inspection.	2019-06-15
2015-055	Hampton Inn Eden Prairie - Private - Commercial/Industrial 11825 Technology Drive Eden Prairie, Minnesota 55344 No change since last monthly inspection. Site construction continues. BMP's in place.	2019-06-15
2016-017	SWLRT - Government - Other Varies Eden Prairie, Minnesota 55344 No change since last monthly inspection. Construction has begun along 95% of route. BMP's look good thru out entire site/route to date.	2019-06-15

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2016-019	Powers Ridge Lot 2 - Private - Commercial/Industrial 1361 Lake Dr. West Chanhassen, Minnesota 55317 No site activity observed to date.	2019-06-16
2016-020	Prairie View Enclave - Private - Commercial/Industrial 12701 Pioneer Trail Eden Prairie, Minnesota 55347 No activity observed to date.	2019-06-15
2016-026	Foxwood Development - Private - Residential 9150 and 9250 Great Plains Blvd Chanhassen, Minnesota 55317 No change since last inspection. Multiple house construction has continues-BMP's look good- silt fences and rock entrances installed/ good perimeter control. Catch basin protection re-installed. Silt fences have been installed on unsold lots. Soils spray-tac'd.	2019-06-15
2016-028	Summit Place Apartments Drainage Improvements - Private - Residential 8501 Flying Cloud Drive Eden Prairie, Minnesota 55344 No change since last monthly inspection. Site representative was notified- concerning bio log removal and erosion repairs.	2019-06-15
2016-032	CSAH 61 Improvements - Government - Linear N/A Eden Prairie, Minnesota 55347 No change since last monthly inspection.	2019-06-15
2016-033	Anderson Lakes-Purgatory Trail - Government - Other Anderson Lakes PKWY and Purgatory Creek Eden Prairie, Minnesota 55344 No construction observed to date.	2019-06-15
2016-041	Chanhassen West Water Treatment Plant - Government - Other 2070 Lake Harrison Road Chanhassen, Minnesota 55317 No change since last monthly inspection.	2019-06-15
2016-042	18663 St. Mellion Place--Eden Prairie (Bear Path) BMP's adequate. Silt fences removed-biorolls installed- adequate for now -- may need to be doubled when sediment buildup over tops log. Final landscaping to occur within two weeks.	2019-06-15
2017-001	Kopesky 2nd Addition - Private - Residential 18340 82nd St Eden Prairie, Minnesota 55347 No change since last monthly inspection.	2019-06-15

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2017-006	6687 Horseshoe Curve Chanhassen	2019-06-16
	No activity observed to date.	
2017-007	Cedarcrest Stables - Private - Residential 16870 CEDARCREST DR Eden Prairie, Minnesota 55347	2019-06-15
	No activity observed to date.	
2017-022	Chanhassen High School Stormwater Reuse - Government - Other 220 Lyman Blvd Chanhassen, Minnesota 55317	2019-06-15
	Construction complete. All temporary BMP's have been removed. Site is stable. This will be last field inspection for this permit.	
2017-023	Eden Prairie Assembly of God - Private - Commercial/Industrial 16591 Duck Lake Trail Eden Prairie, Minnesota 55346	2019-06-16
	Construction complete. Perimeter control silt fence still installed. BMP's in place. Vegetation is established. Site is stable.	
2017-024	Prairie Bluffs Senior Living - Private - Residential 10280 Hennepin Town Rd Eden Prairie, Minnesota 55347	2019-06-15
	Construction continues. CA remains opened for lack of bio-rolls at back of curb and street tracking --sediment build up at curb. Site representative was notified in May. CA will remain open. Site grading underway on south side of site.	
2017-026	6135 Ridge Road	2019-06-16
	No change since last monthly inspection. Rock driveway good. Silt fence maintenance has been completed--down in one section--slope is stable in this area. Bare soils on upper half of slope have been covered with straw matting-vegetation has sprouted. Will have to inspect for vegetation growth and establishment in months ahead. Southwest corner has rock retaining landscaping completed.	
2017-029	Tweet Pediatric Dentistry - Private - Commercial/Industrial 7845 Century Blvd. Chanhassen, Minnesota 55317	2019-06-15
	No change since last monthly inspection.	
2017-030	Elevate - Private - Commercial/Industrial 12900 Technology Drive Eden Prairie, Minnesota 55344	2019-06-15
	No change since last monthly inspection. BMP's look good. Site is well maintained.	

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2017-031	Lion's Tap - Private - Commercial/Industrial 16180 Flying Cloud Drive Eden Prairie, Minnesota 55347 No activity observed to date.	2019-06-15
2017-032	11193 Bluestem Lane - Government - Other 11193 Bluestem Lane Eden Prairie, Minnesota 55347 No change since last monthly inspection.	2019-06-15
2017-037	The Venue - Private - Commercial/Industrial 525 W 78th St Chanhassen, Minnesota 55317 No change since last inspection. Construction continues. BMP's installed are adequate.	2019-06-16
2017-038	West Park - Private - Residential 760& 781 Lake Susan Drive 8601 Great Plains Blvd Chanhassen, Minnesota 55317 No change since last monthly inspection. BMP's look good.	2019-06-15
2017-039	Mission Hill Senior Living - Private - Residential 8600 Grate Plains Boulevard Chanhasen, Minnesota 55317 No change since last monthly inspection. Construction continues. BMP's installed look good.	2019-06-15
2017-047	Fawn Hill - Private - Residential 7240 Galpin Road Chanhassen, Minnesota 55331 Construction continues at additional house sites. Perimeter silt fences installed and additional silt fences installed where needed. BMP's to date look good.	2019-06-15
2017-052	Old Excelsior Senior Living - Private - Residential 17705 Hutchins Drive Minnetonka , Minnesota 55345 CA corrected. 95% of site is landscaped. Catch basin protection still installed. North side landscaping underway-- bio rolls in place where needed.	2019-06-16
2017-063	Clear Springs Elementary 2018 Gymnasium Addition - Government - Other 5621 County Road #101 Minnetonka, Minnesota 55345 Construction complete. Site is well contained. Final site grading completed. Sod installed. All temporary BMP's have been removed. Final site landscaping underway.	2019-06-16
2017-064	Scenic Heights Elementary School Forest Restoration - Government - Other 5650 Scenic Heights Drive Minnetonka, Minnesota 55345 No change since last monthly inspection. Site representative stated that work will be completed soon.	2019-06-16

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2017-069	Scheels Redevelopment - Private - Commercial/Industrial 8301 Flying Cloud Dr. Eden Prairie, Minnesota 55344 No change since last monthly inspection. BMP's look good to date.	2019-06-15
2017-072	O'Reilly Auto Parts Eden Prairie - Private - Commercial/Industrial 8868 AZTEC DRIVE Eden Prairie, Minnesota 55347 Construction continues. Perimeter control installed. Site has been cleared. Site rock entrance installed. Inlet protection installed. BMP's good.	2019-06-15
2017-073	Preserve Village - Private - Residential 9625 Anderson Lakes Pkwy Eden Prairie, Minnesota 55344 Construction of building complete. BMP's installed. Catch basin protection is adequate. CA opened for uncovered soils. CA remains open.	2019-06-15
2018-001	Panera - Private - Commercial/Industrial 531 W. 79th Street Chanhassen, Minnesota 55317 Open CA(s): Pond slope stabilization needed. Site representative was notified. Deadline: 7/7/2019 Construction complete. BMP's installed in areas where landscaping is not complete. Filtration basin installed-- final landscaping needs to be completed. Slopes on pond need stabilization.	2019-06-16
2018-004	903 Lake Drive Chanhassen - Government - Other 903 Lake Drive Chanhassen, Minnesota 55317 No change since last monthly inspection. Construction completed. BMP's installed. Site is in good condition. All soils covered. Site is stable. Vegetation has sprouted--sparse in some areas.	2019-06-16
2018-011	Maloney Shoreline Stabilization - Existing Single-Family 108 Pioneer Trail Chanhassen, Minnesota 55327 Construction complete. Site is stable. Vegetation established. All temporary BMP's have been removed. This will be last field inspection for this permit.	2019-06-15
2018-015	Starbucks Coffee House - Private - Commercial/Industrial 19285 Highway 7 19245 Highway 7 Shorewood, Minnesota 55401 Construction complete. All temporary BMP's have been removed. Vegetation is established. Site is stable. This will be last field inspection for this permit.	2019-06-16

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2018-016	Avienda - Private - Commercial/Industrial SW corner of Powers and Lyman Boulevard Chanhassen, Minnesota 55317 No activity observed to date.	2019-06-15
2018-020	9770 Sky Lane - Existing Single-Family 9770 sky lane Eden prairie, Minnesota 55347 Construction complete. Site grading /boulder wall installation completed. Silt fences installed and maintenance needed. Bio-rolls at street side installed on part of front side of site-minor sediment runoff to street. Landscaping needs to be completed. Site representative notified-May.	2019-06-15
2018-021	9810 Sky Lane - Existing Single-Family 9810 sky lane Eden prairie, Minnesota 55347 Construction continues. BMP's onsite are installed. Boulder retaining wall installation on west side completed. BMP's adequate. Landscaping underway.	2019-06-15
2018-022	Sunrise Park Court Improvement - Government - Other 9401 Bloomington Ferry Road Bloomington, Minnesota 55438 Construction complete. Temporary BMP's still in place. Tennis court fencing installed. All soils covered and some vegetation growth observed. Parking lot complete. Grading and seeding complete. No vegetation growth observed to date.	2019-06-15
2018-024	Kittelson Pool - Existing Single-Family 2165 Wynsong Lane Chanhassen, Minnesota 55317 Construction complete. All temporary BMP's have been removed. Site is stable. Final landscaping complete. This will be last field inspection for this permit.	2019-06-15
2018-025	Magellan Pipeline UCD Dig 8 through 12 No change since last inspection. Work halted until fall-winter 2019.	2019-06-15
2018-027	MAMAC - Private - Commercial/Industrial 8189 Century Boulevard Chanhassen, Minnesota 55317 No change since last inspection. Construction continues. Perimeter control silt fence installed. Temporary BMP's installed. Security fence installed. BMP's are good.	2019-06-15
2018-028	Oak Point Elementary School Parking Lot - Government - Other 13400 Staring Lake Parkway Eden Prairie, Minnesota 55347 Equipment staged on NE parking lot. No earth work to date. No BMP's installed to date.	2019-06-15

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2018-034	Basin 05-11-A Cleanout - Government - Other Corner of Sequioa and Ginger Eden Prairie, Minnesota 55346 No change since last monthly inspection. Robert Ellis-site representative stated that this work will begin in 2019. No activity observed to date.	2019-06-16
2018-038	Eden Prairie Senior Living - Private - Residential 8460 Franlo Rd Eden Prairie, Minnesota 55344 No change since last monthly inspection. Construction continues. CA will remain opened for tracking. Site representative is aware of tracking issue.	2019-06-15
2018-039	Emerson Site Improvements - Private - Commercial/Industrial 12001 Technology Drive Eden Prairie, Minnesota 55344 BMP's installed. Construction completed. Area near garage has been graded and seeded-no vegetation growth observed to date. Storm water detention pond installed and BMP's are good.	2019-06-15
2018-041	Abra Auto Body - Private - Commercial/Industrial 13075 Pioneer Trail Eden Prairie, Minnesota 55347 Construction continues. Perimeter control installed. Rock entrances installed / new additional entrances added--rock at these may need to be added. BMP's good.	2019-06-15
2018-043	Control Concepts - Private - Commercial/Industrial 8077 Century Boulevard Chanhassen, Minnesota 55317 No activity observed to date.	2019-06-15
2018-044	Smith Village - Private - Residential 16389 Glory Lane Eden Prairie, Minnesota 55344 No activity observed to date.	2019-06-16
2018-047	Peterson Borrow Site - Private - Commercial/Industrial 15900 Flying Cloud Drive Eden Prairie, Minnesota 55347 No change since last monthly inspection. BMP's in place. Pit is being used. Rock ditch checks installed along with silt fences.	2019-06-15
2018-049	D'Alessandro Home - Existing Single-Family 18702 Heathcote Dr Deephaven, Minnesota 55391 Open CA(s): CA opened for NW corner - no runoff protection to wetland/bare soils. Site representative was notified. Deadline: 6/16/2019 Construction has continues. Perimeter control installed. Bio-logs installed. Rock entrance is ok. Minor tracking to street. CA opened for NW corner - no runoff protection to wetland/bare soils. Site representative was notified.	2019-06-16

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2018-050	Eden Prairie Cemetery - Private - Commercial/Industrial 8810 Eden Prairie Road Eden Prairie, Minnesota 55437 Construction has started. Site is well contained by slopes. No BMP's observed or needed to date.	2019-06-15
2018-052	HCRRA Culvert Replacement - Government - Linear Hennepin County Wayzata and Deephaven, Minnesota 55401 No change since last monthly inspection. Site is stable.	2019-06-16
2018-053	Roberts Residence - Existing Single-Family 5925 Ridge Road Shorewood, Minnesota 55331 No change since last monthly inspection. BMP's installed. BMP's good.	2019-06-16
2018-055	Park Trail Improvement Project - Government - Other 1700 W. 98th Street Bloomington, Minnesota 55431 Construction complete. Grading and seeding complete. BMP's in place. No vegetation growth observed to date.	2019-06-15
2018-056	Bluff Creek Restoration - Government - Other Liberty on Bluff Creek, Outlot B Audubon Road Chanhassen, Minnesota 55317 Work delayed until fall-winter 2019.	2019-06-15
2018-058	Walker Home - Existing Single-Family 9108 Stephens Pointe Eden prairie, Minnesota 55347 No change since last inspection.	2019-06-15
2018-059	Mason Point Landscaping - Existing Single-Family 15363 Mason Pointe Eden Prairie, Minnesota 55347 Construction has started. BMP's installed.	2019-06-15
2018-060	Loichinger Residence No change since last monthly inspection.	2019-06-15
2018-061	McCoy Lake Inlet Sediment Removal - Government - Other Mitchell Road and Cumberland Road Eden Prairie, Minnesota 55347 No change since last monthly inspection. No construction to date.	2019-06-15
2018-062	Lower Riley Creek Stabilization Project - Government - Other Ridge on Riley Creek, Outlot A Eden Prairie, Minnesota 55344	2019-06-15

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Work delayed until fall-winter 2019.

2018-063	Lake Susan Trail Rehab 2018 - Government - Other 903 Lake Drive East Chanhassen, Minnesota 55317 No change since last monthly inspection.	2019-06-15
2018-064	Balaen Home - Existing Single-Family 18366 82nd St W Eden Prairie, Minnesota 55347 No change since last monthly inspection.	2019-06-15
2018-067	Hennepin Co Library - Eden Prairie Branch Refurb - Government - Other 565 Prairie Center Drive Eden Prairie, Minnesota 55344 No activity observed to date.	2019-06-15
2018-068	DriSteem Warehouse Expansion - Private - Commercial/Industrial 14949 Technology Drive Eden Prairie, Minnesota 55344 Construction complete. Parking lot paved. Grading complete. Catch basin protection installed . Bio-rolls in place onsite.	2019-06-15
2018-071	Minnetonka High School Lacrosse Field Construction has begun. BMP's installed.	2019-06-16
2018-072	Hyland Park Parking Lot Improvements - Government - Other 10145 E Bush Lake Rd Bloomington, Minnesota 55438 No changes since last inspection. Construction continues. BMP's installed. Perimeter control good. Site control good.	2019-06-15
2018-073	Preserve Boulevard Reconstruction- Government - Linear Preserve Boulevard Eden Prairie, Minnesota 55344 No change since last monthly inspection. Construction continues. BMP's good.	2019-06-15
2018-074	Eden Prairie Ground Storage Reservoir - Government - Other XXXX Eden Prairie Road Eden Prairie, Minnesota 55344 No activity observed to date.	2019-06-16
2019-003	Stable Path - Private-Residential 9650 Stable Path Eden Prairie, Minnesota 55347 Site has been cleared. Perimeter control installed. Rock entrance installed. Earthwork and construction started.	2019-06-15

To: RPBCWD Board of Managers
From: Dave Melmer
Subject: June 15 and 16, 2019—Erosion Inspection
Date: July 2, 2019
Page: 10

2019-007	Beverly Hill - Private-Residential 16540 Beverly Drive & 9800 Eden Prairie Road Eden Prairie, Minnesota 55347 No activity observed to date.	2019-06-15
2019-008	Staring Lake Pavilion Government - Other Eden Prairie, Minnesota 55344 Construction continues. Site perimeter control installed. Rock entrance installed. BMP's are good to date.	2019-06-15
2019-011	Westwind Plaza Private-Commercial 4795 County Rd. 101 Minnetonka, Minnesota 55345 No activity observed to date.	2019-06-16
2019-017	Pawnee Drive – Private - Existing Single Family 6650 Pawnee Dr. Chanhassen, Minnesota 55317 No change since last monthly inspection. BMP's good. Construction well underway.	2019-06-15
2019-018	Deerwood Drive – Private - Existing Single Family 6657 Deerwood dr Chanhassen, Minnesota 55317 No change since last monthly inspection. BMP's good. Construction well underway.	2019-06-15

Please contact me at 952.832-2687 or dmelmer@barr.com if you have questions on the projects listed above or any additional items that need to be addressed for the erosion control inspections.

Memorandum

To: Riley-Purgatory-Bluff Creek Watershed District Board of Managers
From: Barr Engineering Co.
Subject: Lower Riley Creek Project – Recommendation to Award Project
Date: July 2, 2019
Project: 23270053.14 014B
c: Claire Bleser – RPBCWD Administrator

Through the comprehensive stream assessment completed with the Creek Restoration Action Strategy (CRAS), RPBCWD staff documented significant erosion along Reach E in Lower Riley Creek and in Site D3 in a tributary ravine to Riley Creek. In October 2016, the RPBCWD completed a feasibility study to identify cost effective stabilization options and recommendations. The feasibility study concluded that an estimated 4,600 feet of Reach E and 300 feet of a tributary ravine should be restored. Following the December 7, 2016 public hearing on the project, the RPBCWD Managers authorized final design and preparation of construction documents to stabilize this section of stream.

The RPBCWD Managers authorized Barr Engineering to solicit bids for constructing the designed stabilization measures at the May 2019 Board meeting. Following the Board’s authorization, an advertisement for bid was circulated in the District’s official publications and on Quest Construction Data Network (CDN). Barr Engineering facilitated a mandatory pre-bid meeting on May 15, 2019, which was attended by 10 contractors. During the pre-bid meeting, Barr Engineering provided an overview of the project and answered questions from the contractors. Bid opening occurred at 10:00 AM on June 12, 2019 at RPBCWD Office. Table 1 summarizes the six bids RPBCWD received for the project which are summarized in Table 1.

Table 1. Summary of Bids Received for the Lower Riley Creek Project

Bidder	Total Base Bid Entered on the Bid Form ^{1,2}
Rachel Contracting, Inc.	\$1,530,497.04
Veit & Company, Inc.	\$1,587,901.91
Minnesota Native Landscapes	\$1,911,180.00
Sunram Construction, Inc.	\$2,003,440.00
Standard Contracting, Inc.	\$2,087,329.40
Blackstone Contractors, LLC	\$3,078,502.50

¹Engineer’s opinion of probable cost was \$1,477,800.

²Bid prices include corrections to any math errors on Bid Form.

The bid documents included an alternative bid item for the installation of a bridge within the project area. Per the Project Agreement with the city of Eden Prairie, the inclusion of the alternative bid item with the awarded contract is at the discretion of the city of Eden Prairie, who would reimburse RPBCWD for the cost of the bridge. After reviewing the bid price, the city of Eden Prairie approved the inclusion of the bridge with the awarded contract, at a lump sum bid price of \$120,750.00.

To: Riley-Purgatory-Bluff Creek Watershed District Board of Managers
From: Barr Engineering Co.
Subject: Lower Riley Creek Project – Recommendation to Award Project
Date: July 2, 2019
Page: 2

The engineer finds that Rachel Contracting, Inc. is the lowest responsible and responsive bidder and recommends that the RPBCWD Board of Managers:

- **Award the project to Rachel Contracting, Inc. at the bid price of \$1,651,247.04, which includes the base bid price of \$1,530,497.04 and the alternative bid item price of \$120,750.00.**
- **Authorize the Administrator to sign the notice of award, as well as the form of agreement and notice to proceed on satisfaction of all conditions precedent for each.**
- **Authorize the administrator to execute change orders increasing the contract price up to an aggregate total of 10% of the contract amount as necessary to implement the project as ordered.**

If the Board of Managers decides to award the project, the following next steps would be completed:

- An Authorized Representative signs the Notice of Award to be sent to the successful bidder
- All bidders are notified of the Board's decision
- Successful bidder provides the following information:
 - Fully executed Notice of Award
 - Three fully executed counterparts of the Form of Agreement
 - Performance and Payment Bond
 - Certificate of Insurance and all other required insurance documentation
- Barr Engineering will coordinate with the successful bidder regarding the construction schedule
- October – Issue Notice to Proceed
- Substantial completion will be within 16 weeks after the date stated in the Notice to Proceed or March 1, 2020, whichever comes first.
- Final completion will be no later than June 15, 2020

MEMORANDUM

TO: RPBCWD Board of Managers

FROM: Claire Bleser, PhD, District Administrator

Michelle Jordan, Communication & Project Manager

DATE: July 2, 2019

RE: Release of St. Hubert Catholic School Opportunity Project Plan Amendment for public comment

Please find attached a draft Plan amendment for the St. Hubert Catholic School Opportunity Project. Adding the project to the District's Watershed Management Plan would aid the District in seeking out and being competitive for funding opportunities including grants, and is in line with the steps identified in Section 9.13-Opportunity Projects of the Plan.

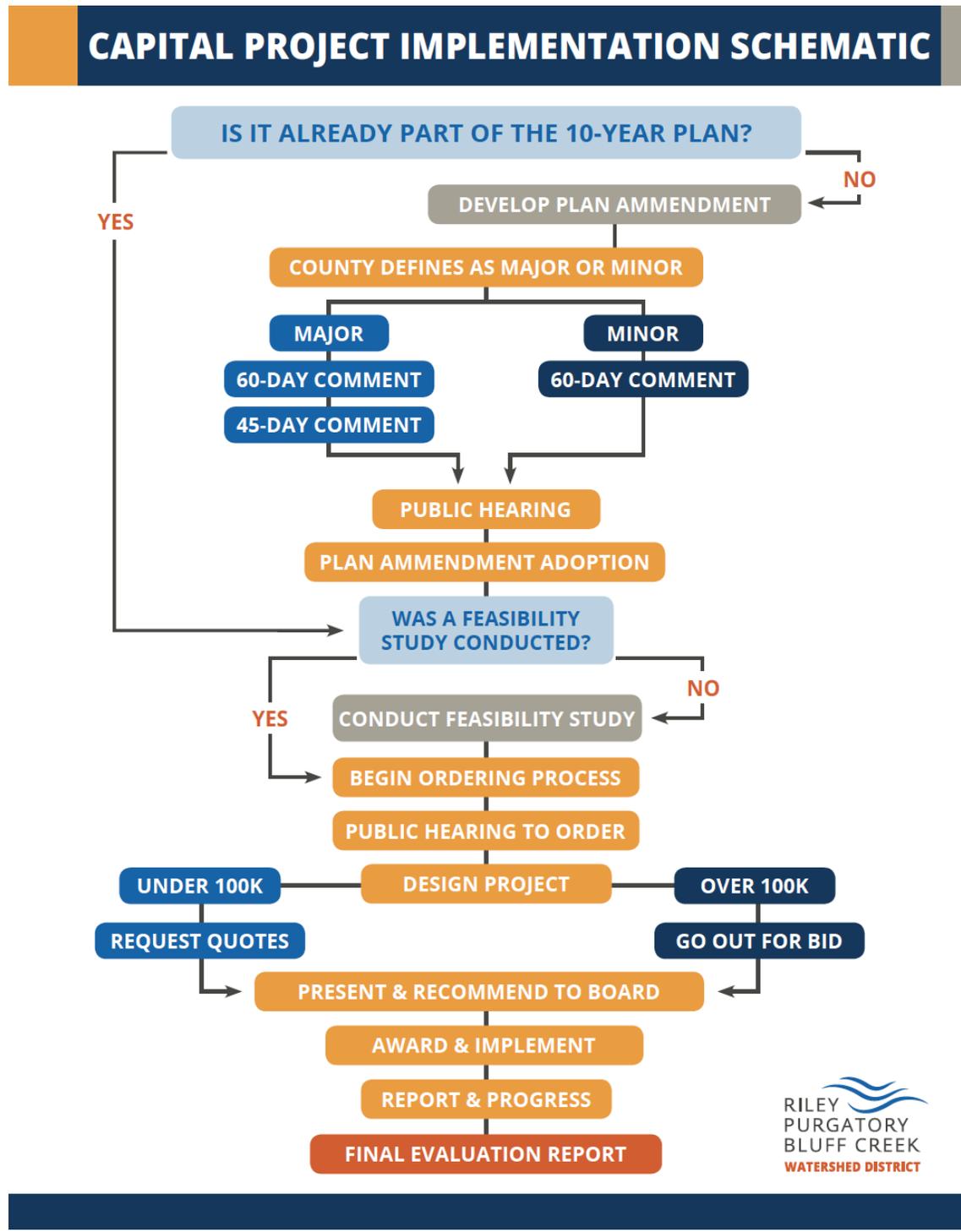
The first step would be to release the plan amendment for public comment. After the county determines whether it is a major or minor plan amendment, there would be a public comment period (60 day and 45 day for major, 60 day only for minor) followed by a public hearing prior to a decision to adopt the amendment (See attached Plan Figure E1-1).

Attachment: 9.13.a St Hubert Catholic School Opportunity Project draft plan amendment

Manager Recommendation

Manager _____ and seconded by Manager _____ motion to release the St. Hubert Opportunity Project draft plan amendment for comment.

Figure E1-1



9.13.a St Hubert Catholic School Opportunity Project

Need

Early 2016, The District completed the Rice Marsh Lake and Lake Riley Use Attainability Analysis Update. This effort involved a review of water quality data, land use within these watersheds and potential measures to protect water quality in these lakes. The assessment showed that Rice Marsh Lake is not meeting MPCA shallow lake water quality standards. More than half (64%) of the phosphorus load is from external sources, namely watershed runoff (44%) and discharge from Lake Susan into Rice Marsh Lake (20%). In 2018, the District implemented an Alum Treatment on Rice Marsh Lake to reduce internal phosphorus load. It is important to control both external and internal sources of phosphorus loading to Rice Marsh Lake. However, the effectiveness and longevity of measures to control internal phosphorus load are enhanced by maximizing management of external load.

In 2018, District staff were contacted by St. Hubert Catholic School in Chanhassen about the possibility of partnering on a rain garden at the school. Initial consultation identified the potential for multiple best management practices on the site. With the adoption of the District's 10 Year Plan (the Plan) in July of 2018, the Opportunity Projects program was created specifically to address previously unidentified projects and partnerships. A stormwater retrofit of the school campus was identified as a potential project for this program. The District and school stakeholders worked together to identify potential Best Management Practices that would meet District goals.

In April 2019, SRF published a memo (*St. Hubert's Catholic School Opportunity Projects, April 2019*) which identified projects that would reduce runoff volume and rate (Goal WQuan2), improve water quality (WQual 1), ecological biodiversity (WQual 3), educational opportunities and aesthetics of the property. Four project areas with multiple practices were identified (Figure 9.7).

Description

Project Area 1 includes a retrofit of the parking lot median to incorporate a tree trench that would collect water from the adjacent parking lot.

Project Area 2 includes retrofitting an existing playground to incorporate underground storage of stormwater runoff from the school roof.

Project Area 3 includes repair of a storm sewer inlet and associated eroded gully and reduction of impervious area with incorporation of native plants and possible rain garden.

Project Area 4 includes restoration of a turf grass parcel into a native prairie with possible shallow depressions to catch/treat stormwater.

Scoring

Staff scored the campus retrofit project (including all practices) following the project prioritization scheme detailed in Section 4 of the Plan. The project scored a 33, comparable to other projects in the Plan implementation table for the Riley Creek Watershed as seen in table 9-1.

Table 9-6 Scoring of St Hubert Catholic School Opportunity Project

<u>District goal</u>	<u>Sustainability</u>	<u>Volume</u>	<u>Pollutant management</u>	<u>Habitat restoration</u>	<u>Shoreline Restoration</u>	<u>Watershed Benefit</u>	<u>Partnership opportunities</u>	<u>Public access</u>	<u>Education</u>	<u>Total</u>
<u>3</u>	<u>7</u>	<u>3</u>	<u>1</u>	<u>5</u>	<u>1</u>	<u>3</u>	<u>7</u>	<u>3</u>	<u>33</u>	

Estimated Construction Cost: \$277,000 [All Project Areas]

Funding

The District would expect to fund this project by means of its watershed-wide ad valorem levy. However, staff is exploring cost-sharing and grant opportunities with other public agencies and will partner as opportunity allows.



LEGEND

- 1 Tree Trenches
- 2 Playground
- 3 South Parking Lot and Recreation Improvements
- 4 West Parcel Prairie Restoration
- Direction of Stormwater Runoff Flow

APPENDIX A: CONCEPT PLAN LAYOUT

St. Hubert Catholic School Opportunity Projects



June 10, 2019

President Dick Ward and Board of Managers
Riley-Purgatory-Bluff Creek Watershed District
14500 Martin Drive Suite 1500
Eden Prairie, MN 55344

**Re: Scenic Heights Elementary School Forest Restoration Project – Pay Application #5
Barr Project # 23/27-0053.14-023**

Dear President Ward and Board of Managers:

Enclosed is the Application for Payment #5 from Landbridge Ecological for work completed through 6/6/19, on the above-referenced project. Upon your review and approval, please sign three copies and return one copy to me, one copy to the contractor and retain the remaining copy for your files.

Major items of work covered by this pay application include one management visit, seeding of 6.1 AC of native seed mixes with cover crop, the installation of trees, live stakes, mulch, and the furnishment of 2,520 herbaceous plugs for volunteer installation.

Barr Engineering has reviewed the application, and is recommending payment in the amount of **\$48,886.75**. Payments shall be made directly to Landbridge Ecological at 670 Vandalia Street, St. Paul, MN 55114.

Please call me at 952-832-2649 if you have any questions or concerns about the application for payment, or about any other related matters.

Sincerely,

A handwritten signature in black ink, appearing to read "Matthew Kumka". The signature is fluid and cursive, with a long horizontal stroke extending to the right.

Matthew Kumka, PLA
Barr Engineering Co.

c: Claire Bleser, RPBCWD
Elissa Thompson, Landbridge Ecological

Enclosure #1 – Application for Payment – Progress Payment 5

**Scenic Heights School Forest Restoration Project
Progress Payment Number 5**

1.0	Total Completed Through This Period	<u>\$152,522.50</u>		
2.0	Total Completed Previous Period		<u>\$6,585.00</u>	
3.0	Total Completed This Period			<u>\$52,824.50</u>
4.0	Amount Retained, Previous Period		<u>\$658.50</u>	
5.0	Amount Retained, This Period (See Note 1)		<u>\$3,937.75</u>	
6.0	Total Amount Retained		<u>\$9,961.25</u>	
7.0	Retainage Released Through This Period:			<u>\$0.00</u>
8.0	Amount Due This Period			<u><u>\$48,886.75</u></u>

Note 1: At rate of 10% until Completed to Date equals 50% of current Contract Price and a rate of 0% thereafter.

Note 2: Current Contract Price \$199,225.00

SUBMITTED BY:

Name: Elissa Thompson Date: 06/10/2019
 Title: Project Manager
 Contractor: Landbridge Ecological

Signature: 

RECOMMENDED BY:

Name: Matt Kumka Date: 6/10/2019
 Title: Project Manager
 Engineer: Barr Engineering Co.

Signature: 

APPROVED BY:

Name: Dick Ward Date: _____
 Title: President
 Owner: Riley-Purgatory-Bluff Creek Watershed District

Signature: _____

Scenic Heights School Forest Restoration Project
Riley Purgatory Bluff Creek Watershed District
Summary of Work Completed through October 24, 2018 for Progress Payment Number 4



Item	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	BID - LANDBRIDGE ECOL		(1) Total Completed Through This Period		(2) Total Completed Through This Period		(3) Total Completed Through This Period		(4) Total Completed Through This Period		(5) Total Completed Through This Period	
				UNIT COST	EXTENSION	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount
1.06.A	Mobilization/Demobilization	L.S.	1	\$15,500.00	\$15,500.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	1	\$15,500.00
1.06 B	Erosion Control Construction Entrance	Each	1	\$2,500.00	\$2,500.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06.C	Desirable Plant Marking for Protection	L.S.	1	\$1,750.00	\$1,750.00	1	\$1,750.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06 D	Clear and Grub Woody Invasive Plant Removal (Trees under 8")	AC	7	\$4,500.00	\$31,500.00	6	\$27,000.00	1	\$4,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06 F	Clear and Grub Woody Invasive Plant Removal (Trees over 8")	Each	40	\$450.00	\$18,000.00	33	\$14,850.00	7	\$3,150.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06 H	Remove and Dispose of Adopt-A-Plots Signs	Each	30	\$85.00	\$2,550.00	30	\$2,550.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06 I	Heavy Duty Silt Fence	L.F.	85	\$15.50	\$1,317.50	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06 J	Erosion Control Blanket	S.Y.	125	\$5.50	\$687.50	0	\$0.00	125	\$687.50	0	\$0.00	0	\$0.00	0	\$0.00
1.06 K	Remove and Salvage Topsoil (P)	C.Y.	80	\$45.00	\$3,600.00	0	\$0.00	80	\$3,600.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06 L	Grading	L.S.	1	\$5,900.00	\$5,900.00	0	\$0.00	1	\$5,900.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06 M	Rock Riffle	Each	3	\$3,500.00	\$10,500.00	0	\$0.00	3	\$10,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.06 N	Woodland Seed Mix with Cover Crop (Custom Mix)	AC	4.7	\$2,200.00	\$10,340.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	4.7	\$10,340.00
1.06 O	Prairie Seed Mix with Cover Crop (MnDOT 35-221)	AC	1.3	\$1,950.00	\$2,535.00	0	\$0.00	0	\$0.00	0	\$0.00	1.3	\$2,535.00	0	\$0.00
1.06 P	Woodland Edge Seed Mix with Cover Crop (MnDOT 36-711)	AC	1.2	\$1,850.00	\$2,220.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	1.2	\$2,220.00
1.06 Q	Wet Meadow Seed Mix with Cover Crop (MnDOT 34-261)	AC	0.5	\$3,500.00	\$1,750.00	0	\$0.00	0.3	\$1,050.00	0	\$0.00	0	\$0.00	0.2	\$700.00
1.06 R	Live Stake (Furnish and Install)	Each	148	\$15.50	\$2,294.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	148	\$2,294.00
1.06 S	#10 Cont. Tree (Furnish and Install)	Each	30	\$350.00	\$10,500.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	30	\$10,500.00
1.06 T	Shrub, Bare Root (Furnish and Install)	Each	182	\$25.50	\$4,641.00	0	\$0.00	101	\$2,575.50	0	\$0.00	0	\$0.00	81	\$2,065.50
1.06 U	Herbaceous Plug (Furnish, Install by others)	Each	2520	\$1.50	\$3,780.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	2520	\$3,780.00
1.06 U	Straw Mulch	AC	7.7	\$1,550.00	\$11,935.00	0	\$0.00	0	\$0.00	0	\$0.00	1	\$1,550.00	0	\$0.00
1.06 V	Shredded Hardwood Mulch	C.Y.	45	\$65.00	\$2,925.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	45	\$2,925.00
1.06 W	Herbaceous Management Site Visit 2018	Each	7	\$2,500.00	\$17,500.00	0	\$0.00	3	\$7,500.00	3	\$7,500.00	1	\$2,500.00	0	\$0.00
1.06 X	Herbaceous Management Site Visit 2019	Each	7	\$2,500.00	\$17,500.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	1	\$2,500.00
1.06 Y	Herbaceous Management Site Visit 2020	Each	7	\$2,500.00	\$17,500.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00	0	\$0.00
CONSTRUCTION SUBTOTAL					\$199,225.00		\$46,150.00		\$39,463.00		\$7,500.00		\$6,585.00		\$52,824.50



INVOICE # 2888

670 Vandalia Street | Saint Paul, MN 55114
612.503.4420 | www.landbridge.eco | info@landbridge.eco

BILL TO Riley Purgatory Bluff Creek WD
18681 Lake Dr. E.
Chanhassen, MN 55317

PROJECT 17-054 Scenic Heights Restoration
DATE 6/6/19
TERMS Net 30

DESCRIPTION	QTY	RATE	AMOUNT
Mobilization / Demobilization (LS)	1	15,500.00	15,500.00
Woodland Seed Mix with Cover Crop (Custom Mix) (AC)	4.7	2,200.00	10,340.00
Woodland Edge Seed Mix with Cover Crop (MnDOT 36-711) (AC)	1.2	1,850.00	2,220.00
Wet Meadow Seed Mix with Cover Crop (MnDOT 34-261) (AC)	0.2	3,500.00	700.00
Live Stake (Furnish and Install) (EA)	148	15.50	2,294.00
#10 Cont. Tree (Furnish and Install) (EA)	30	350.00	10,500.00
Shrub, Bare Root (Furnish and Install) (EA)	81	25.50	2,065.50
Herbaceous Plug (Furnish, Install by others) (EA)	2,520	1.50	3,780.00
Shredded Hardwood Mulch (CY)	45	65.00	2,925.00
Herbaceous Management Site Visit 2019 (EA)	1	2,500.00	2,500.00

TOTAL	\$52,824.50
PAYMENTS / CREDITS	\$0.00
BALANCE DUE	\$52,824.50



18681 Lake Drive East
Chanhassen, MN 55317
952-607-6512
www.rpbcwd.org

Riley Purgatory Bluff Creek Watershed District Permit Application Review

Permit No: 2019-022

Considered at Board of Managers Meeting: July 10, 2019

Received complete: June 14, 2019

Applicant: Schafco Development ,Tim Brown

Consultant: Gary Johnson, Anderson Engineering

Project: Woodcrest Place: site clearing and demolition of existing residential home. Construction will include the continuation of Beverly Drive and the construction of 11 homes on 11 lots. Stormwater features will be provided in the rear lots and outlet into an existing wetland to the west of the site.

Location: 17170 Beverly Drive, Eden Prairie, MN 55318

Reviewer: Heather Hlavaty, E.I.T. and Scott Sobiech, P.E., Barr Engineering

Proposed Board Action

Manager _____ moved and Manager _____ seconded adoption of the following resolutions based on the permit report that follows and the presentation of the matter at the July 10, 2019 meeting of the managers:

Resolved that the application for Permit 2019-022 is approved, subject to the conditions and stipulations set forth in the Recommendations section of the attached report;

Resolved that on determination by the RPBCWD administrator that the conditions of approval have been affirmatively resolved, the RPBCWD president or administrator is authorized and directed to sign and deliver Permit 2019-022 to the applicant on behalf of RPBCWD.

Upon vote, the resolutions were adopted, _____ [VOTE TALLY].

Applicable Rule Conformance Summary

Rule	Issue	Conforms to RBPCWD Rules?	Comments	
C	Erosion Control Plan	See comment.	See rule-specific permit condition C1.	
D	Wetland and Creek Buffers	See comment.	See rule-specific permit conditions D1-D2.	
J	Stormwater Management	Rate	Yes.	
		Volume	See comment.	See rule-specific permit condition J1 and stipulation 1.
		Water Quality	Yes.	
		Low Floor Elev.	Yes.	
		Maintenance	See comment.	See rule-specific permit condition J2.
		Chloride Management	Yes	.
		Wetland Protection	Yes.	
L	Permit Fee	Yes.	\$2,000 received June 7, 2019	
M	Financial Assurance	See comment.	The financial assurance is calculated at \$85,474	

Background

The applicant is clearing and demolishing an existing residential home and pavement along Beverly Drive in Eden Prairie. Construction will include the continuation of Beverly Drive and the construction of 11 homes on 11 lots. The project includes two stormwater infiltration BMPs in the rear lots and discharging to an existing off-site wetland to the west of the site. The combination of these best management practices provides stormwater quantity, volume and quality control.

The 100-year floodplain was found to encroach the property on the north end at an elevation of about 842, approximately 38 feet below the lowest floor elevation in the development. The north 1.96 acres of the property will be left undisturbed. No land disturbing activities or filling of land or alteration of surface water that flows below the 100-year flood elevation is planned for the project.

Riley Creek Conservation Area is located to the north and the west of the site. Because the creek and wetland are downgradient from the proposed land disturbing activities, wetland buffer requirements apply to the proposed project.

The project site information is summarized below:

Project Site Information	Area (acres)
Total Site Area	5.4
Existing Site Impervious	0.3
Disturbed Site Impervious Area	0.3 (100%)
Proposed Site Impervious Area	2.1 (>100% increase)
Change in Site Impervious Area	1.8 (>100% increase)
Exempt Impervious Trail/Sidewalk	0.17
Total Disturbed Area	4.8

The following materials were reviewed in support of the permit request:

1. Application dated May 23, 2019
2. Civil Construction Plan Sheets (8 sheets) dated May 13, 2019 (revised on June 14, 2019)
3. Stormwater Management Narrative dated May 21, 2019 (revised on June 14, 2019)
4. Geotechnical Exploration Report by Haugo Geotechnical Services dated June 4, 2019
5. Electronic HydroCAD models received on May 23, 2019 (revised June 14, 2019)
6. Electronic P8 models received on May 23, 2019 (revised June 14, 2019)
7. Response to Watershed Comments dated June 14, 2019
8. Transmittal Letter for Resubmittal dated June 14, 2019

Rule C: Erosion and Sediment Control

Because the project will involve 4.79 acres of land-disturbing activity, the project must conform to the requirements in the RPBCWD Erosion and Sediment Control rule (Rule C, Subsection 2.1). The erosion control plan prepared by Anderson Engineering, LLC includes installation of silt fence and bio-rolls, inlet protection to protect storm sewer catch basins, a rock construction entrance, decompaction of areas compacted during construction, rip-rap at outfalls into infiltration basins, stabilization of steep slopes, and retention of native topsoil onsite. To conform to the RPBCWD Rule C the following revisions are needed:

- C1. The name and contact information of the general contractor responsible for the site must be provided.

Rule D: Wetland and Creek Buffers

Because Riley Creek and a wetland are downgradient from the proposed land disturbing activities, the project must conform to the requirements in the RPBCWD Wetland and Creek Buffers rule (Rule D, Subsection 3). Because the creek and wetland will not be disturbed by the proposed activities, buffers are needed only along the areas downgradient from the land-disturbing activity.

The existing off-site wetland appears more than 100 feet away from the applicant’s site based on the National Wetland Inventory (i.e., the best available data) which is greater than the required average buffer with for an exceptional value wetland. While no MNRAM was performed for this wetland it is sufficiently far enough away that a buffer would not be needed on the applicant’s property.

The property boundary and land-disturbing activities are located upgradient from Riley Creek, which is adjacent to the property, requiring a 50-foot average, 30-foot minimum buffer width is required by Rule D, subsection 3.2.a.vi. The 50-foot creek buffer intersects a steep slope, as defined in the rule. Per Rule D, subsection 3.2b, the buffer must encompass all or part of a slope averaging 18% or greater. Because the buffer area extends to the top of slopes that average steeper than 18% the project conforms to Rule B, subsection 3.2b. As shown in the table below, the required buffer width to conform to the steep slopes provision (Rule B, subsection 3.2b), is greater than the required average buffer width to conform to Rule D, subsection 3.2.a.vi, indicating that both requirements are met.

Buffer Features	Require (feet)	Provided (feet)
Minimum Buffer Width	30	186
Average Buffer Width	50	235

Plan documents show that disturbed areas within the buffer area will be maintained with native vegetation and maintained in a natural state (subsection 3.3). As shown on Sheet C1, the buffer markers will be placed per District criteria (subsection 3.4).The following revisions are needed to conform to the RPBCWD Rule D:

- D1. A note must be included on the plan sheet indicating the project will be constructed so as to minimize the potential transfer of aquatic invasive species (e.g., zebra mussels, Eurasian watermilfoil, etc.) to the maximum extent possible conforming to Rule D, Subsection 3.6.
- D2. Buffer areas and maintenance requirements must be documented in a declaration recorded after review and approval by RPBCWD in accordance with Rule D, Subsection 3.5. The maintenance declaration must also include an exhibit clearly showing the buffer area and monument locations.

Rule J: Stormwater Management

Because the project will disturb 4.8 acres of land-surface area, the project must meet the criteria of RPBCWD's Stormwater Management rule (Rule J, Subsection 2.1). The criteria listed in Subsection 3.1 will apply to the entire project site because the project will increase the imperviousness of the entire site by more than 100 percent (Rule J, Subsection 2.3).

The developer is proposing construction of two infiltration systems to provide the rate control, volume abstraction and water quality management on the site. Sump manholes with 2-foot sumps will serve as pretreatment for runoff into the infiltration basins.

Rate Control

In order to meet the rate control criteria listed in Subsection 3.1.a, the 2-, 10-, and 100-year post development peak runoff rates must be equal to or less than the existing discharge rates at all locations where stormwater leaves the site. The applicant used a HydroCAD hydrologic model to simulate runoff rates for pre- and post-development conditions for the 2-, 10-, and 100-year frequency storm events using a nested rainfall distribution, and a 100-year frequency, 10-day snowmelt event. The existing and proposed 2-, 10-, and 100-year frequency discharges from the disturbed site area are summarized in the table below. The proposed project is in conformance with RPBCWD Rule J, Subsection 3.1.a.

Modeled Discharge Location	2-Year Discharge (cfs)		10-Year Discharge (cfs)		100-Year Discharge (cfs)		10-Day Snowmelt (cfs)	
	Ex	Prop	Ex	Prop	Ex	Prop	Ex	Prop
West	3.9	1.7	7.9	4.1	17.6	10.5	0.7	0.4
North	3.9	1.5	7.9	4.4	18.0	15.1	0.7	0.7

Volume Abstraction

Subsection 3.1.b of Rule J requires the abstraction onsite of 1.1 inches of runoff from all new or disturbed impervious surface of the parcel. An abstraction volume of 7,715 cubic feet is required from the 1.93 acres (84,165 square feet) of new and reconstructed impervious area on the site for volume retention. This abstraction requirement does not include runoff volume from the 0.17 acres of new trail/sidewalk which is exempted from RPBCWD's stormwater requirements (Rule J, subsection 2.2d).

Soil borings performed by Hauge Geotechnical Services on June 4, 2019 show that soils in the project area are primarily Sandy Lean Clay with sub surface soils of mainly Poorly Graded Sand. Groundwater was encountered in soil boring SB-2 along the proposed Beverly Drive at a depth of 6 feet (elevation 875). Groundwater is not encountered at SB-3 and SB-4, which are closer to the infiltration basin 10P. The end of boring elevation for SB-3 and SB-4 are 869 and 871, respectively. Based on the design infiltration rate of 0.8 inches per hour for silty sand, the basins will drawdown within 48 hours (Rule J,

subsection 3.1biii). The table below summarizes the volume abstraction for the site based on the design infiltration rate.

	Abstraction Depth (inches)	Abstraction Volume (cubic feet)
Requirement	1.1	7,715
Provided	2.7	19,009

Because a soil boring was not taken directly at the proposed north infiltration basin, it is unclear if the constructed BMPs will achieve the required 3-foot separation between the groundwater elevation and bottom of the infiltration practice or if the soils have adequate infiltration capacity. In addition, the geotechnical report does not appear to contain infiltration or hydraulic conductivity testing results at each infiltration BMP as required by Rule J, subsection 3.1.b.ii.C. To conform to the RPBCWD Rule J, Subsection 3.1.b the following revision is needed:

- J1. Paragraph 4.3c of the rule requires a soil boring at the proposed infiltration sites to demonstrate that the bottoms of the infiltration basins are at least 3 feet above the water table, the soils present below the basin and confirm the infiltration capacity. The applicant must submit documentation verifying the soils present, infiltration capacity of the soil and the groundwater elevation at the proposed underground infiltration system. This can be accomplished by soil boring, infiltrometer test, potholing or other methods.

Water Quality Management

Subsection 3.1.c of Rule J requires the Applicant provide for at least 60 percent annual removal efficiency for total phosphorus (TP), and at least 90 percent annual removal efficiency for total suspended solids (TSS) from site runoff, and no net increase in TSS or TP loading leaving the site from existing conditions. The Applicant is proposing two subsurface infiltration systems to achieve the required TP and TSS removals and submitted a P8 model to estimate the TP and TSS removals. The results of this modeling are summarized in Tables below showing the annual TSS and TP removal requirements are achieved and that there is no net increase in TSS and TP leaving the site. The engineer concurs with the modeling, and finds that the proposed project is in conformance with Rule J, Subsection 3.1.c.

Annual TSS and TP removal summary:

Pollutant of Interest	Regulated Site Loading (lbs/yr)	Required Load Removal (lbs/yr)	Provided Load Reduction (lbs/yr)
Total Suspended Solids (TSS)	1,002	902 (90%)	908 (91%)
Total Phosphorus (TP)	5.5	3.3 (60%)	5.0 (91%)

Summary of net change in TSS and TP leaving the site

Pollutant of Interest	Existing Site Loading (lbs/yr)	Proposed Site Load after Treatment (lbs/yr)	Change (lbs/yr)
Total Suspended Solids (TSS)	321	100	-220
Total Phosphorus (TP)	1.8	0.5	-1.3

Low floor Elevation

No structure may be constructed or reconstructed such that its lowest floor elevation is less than 2 feet above the 100-year event flood elevation or less than 1 foot above the emergency overflow according to Rule J, Subsection 3.6. The low floor elevation of the homes and the adjacent stormwater management feature is summarized below and shows proposed project is in conformance with Rule J, subsection 3.6.

Location Riparian to Stormwater Facility	Low Floor Elevation of Building (feet)	100-year Event Flood Elevation of Adjacent Stormwater Facility (feet)	Freeboard to 100-year Event (feet)
B1 L1	885.0	875.0	10.0
B1 L2	882.0	875.0	7.0
B1 L3	880.0	875.0	5.0
B1 L4	880.0	875.0	5.0
B1 L5	882.0	875.0	7.0
B1 L6	886.0	875.0	11.0
B1 L7	886.0	881.8	4.2
B1 L8	888.0	881.8	6.2
B1 L9	888.0	881.8	6.2
B1 L10	890.0	881.8	8.2
B1 L11	892.0	881.8	10.2

Maintenance

Subsection 3.7 of Rule J requires the submission of a maintenance plan. All stormwater management structures and facilities must be designed for maintenance access and properly maintained in perpetuity to assure that they continue to function as designed.

- J1. Permit applicant must provide a maintenance and inspection declaration. A maintenance declaration template is available on the permits page of the RPBCWD website. (<http://www.rpbcwd.org/permits/>). A draft declaration must be provided for District review prior to recording.

Wetland Protection

The applicant has demonstrated, and the engineer concurs, that the proposed flow rate and volumes flowing towards the off-site wetland are less than the existing flows. This finding stands as a surrogate

for compliance to the bounce and inundation criterion because the reduction in total volume and peak flow to the wetland for the 1-, 2-, and 10-year events results in reduced bounce and inundation periods. . Therefore, the project is in conformance with Rule J, subsection 3.10a. Because the project does not propose to use the existing wetland for stormwater treatment, Rule J, subsection 3.10b is not applicable.

Chloride Management

Subsection 3.8 of Rule J requires the submission of chloride management plan that designates the individual authorized to implement the chloride management plan and the MPCA-certified salt applicator engaged in implementing the plan. Under the policy in adopted resolution 2019-009, the RPBCWD chloride-management plan requirement applies to the streets and common areas of the project site, but not the individual single-family homes. Because the streets within the proposed residential development will be within public right of way that will be maintained by the city of Eden Prairie and the City has provided its chloride management plan and its designated state-certified chloride applicator is Eden Prairie’s Streets Division Manager Larry Doig, the proposed development conforms with Rule J, subsection 3.8.

Rule L: Permit Fee:

Fees for the project are:

Rule C, D & J \$2,000

Rule M: Financial Assurance:

Rules C: Silt fence and bio-logs: 3,250 L.F. x \$2.50/L.F. = \$8,125

Inlet protection: 8 x \$100 = \$800

Rock Entrance: 1.0 x \$900 = \$900

Restoration: 4.8 acres x \$2,500/acre = \$12,000

Rules J: Infiltration systems: \$40,705 x 125% of engineer’s opinion of cost= \$50,881

Contingency (10%) \$7,770

Total Financial Assurance..... \$85,474

Applicable General Requirements:

1. The RPBCWD Administrator and Engineer shall be notified at least three days prior to commencement of work.
2. Construction shall be consistent with the plans and specifications approved by the District as a part of the permitting process. The date of the approved plans and specifications is listed on the permit.

3. Return or allowed expiration of any remaining surety and permit close out is dependent on the permit holder providing proof that all required documents have been recorded and providing as-built drawings that show that the project was constructed as approved by the Managers and in conformance with the RPBCWD rules and regulations.

Findings

1. The proposed project includes the information necessary, plan sheets and erosion control plan for review.
2. The proposed project will conform to Rules C, D and J if the Rule Specific Permit Conditions listed above are met.

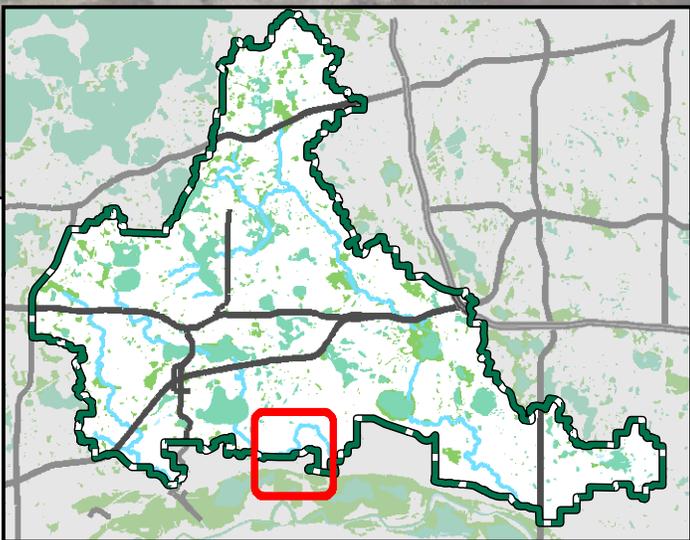
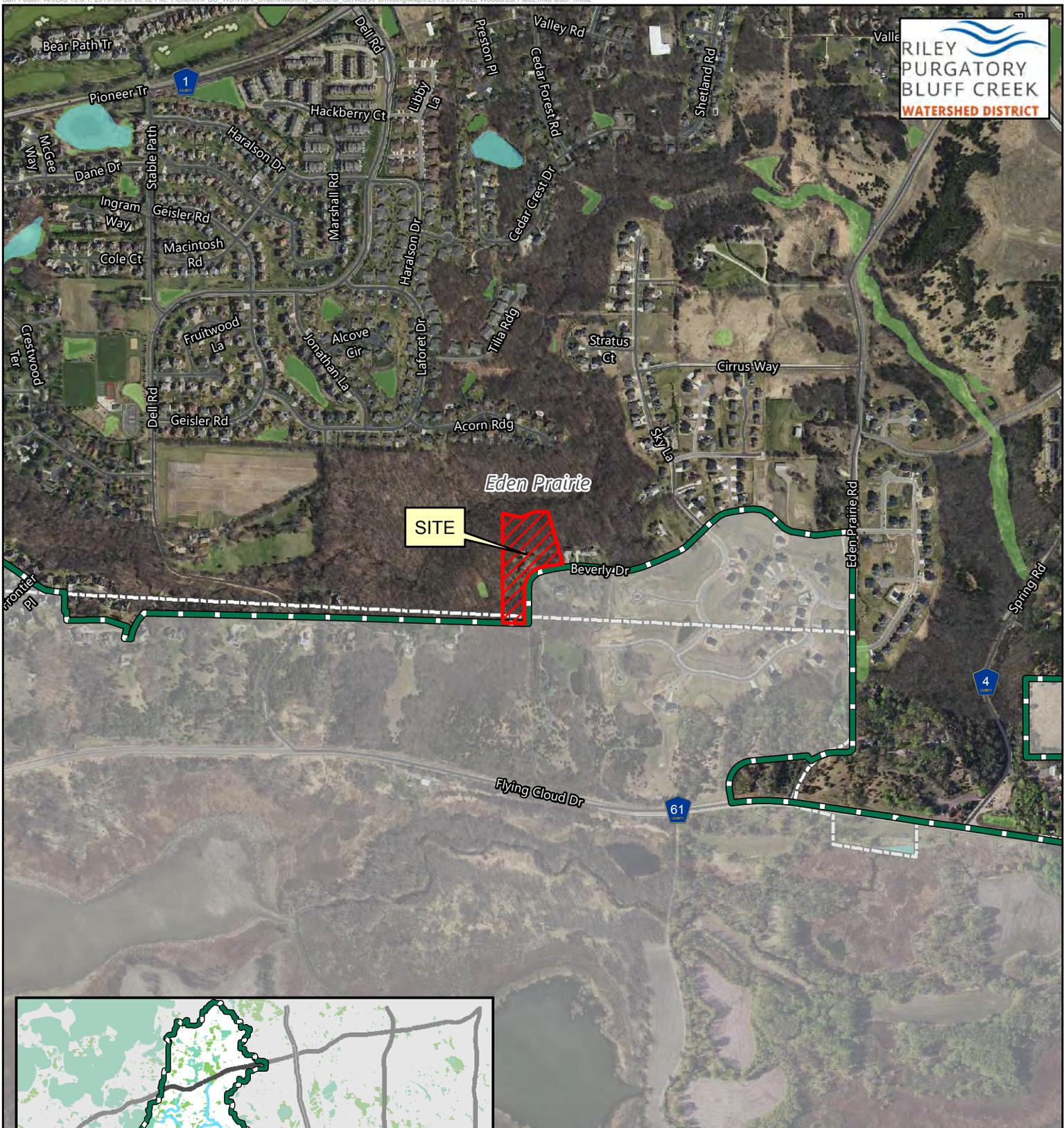
Recommendation:

Approval of the permit issuance contingent upon:

1. Continued compliance with General Requirements.
2. Financial Assurance in the amount of \$85,474.
3. The applicant providing the name and contact information of the general contractor responsible for erosion and sediment control at the site.
4. Receipt in recordation a maintenance declaration for the stormwater management facilities and buffers. Drafts of any and all documents to be recorded must be approved by the District prior to recordation.

By accepting the permit, when issued, the applicant agrees to the following stipulations:

1. Per Rule J, Subsection 3.1.b.ii measured infiltration capacity of the soils at the bottom of the infiltration systems must be provided. The applicant must submit documentation verifying the infiltration capacity of the soils and that the volume control capacity is calculated using the measured infiltration rate divided by 2. If infiltration capacity is less than needed to conform with the volume abstraction requirement in subsection 3.1b, design modifications to achieve compliance with RPBCWD requirements will need to be submitted (in the form of an application for a permit modification or new permit).
2. Per Rule J Subsection 4.5, upon completion of the site work, the permittee must submit as-built drawings demonstrating that at the time of final stabilization, stormwater facilities conform to design specifications as approved by the District.
3. The work on the Woodcrest Place parcel under the terms of permit 2019-022, if issued, must have an impervious surface area and configuration materially consistent with the approved plans. Design that differs materially from the approved plans (e.g., in terms of total impervious area) will need to be the subject of a request for a permit modification or new permit, which will be subject to review for compliance with all applicable regulatory requirements.



Feet



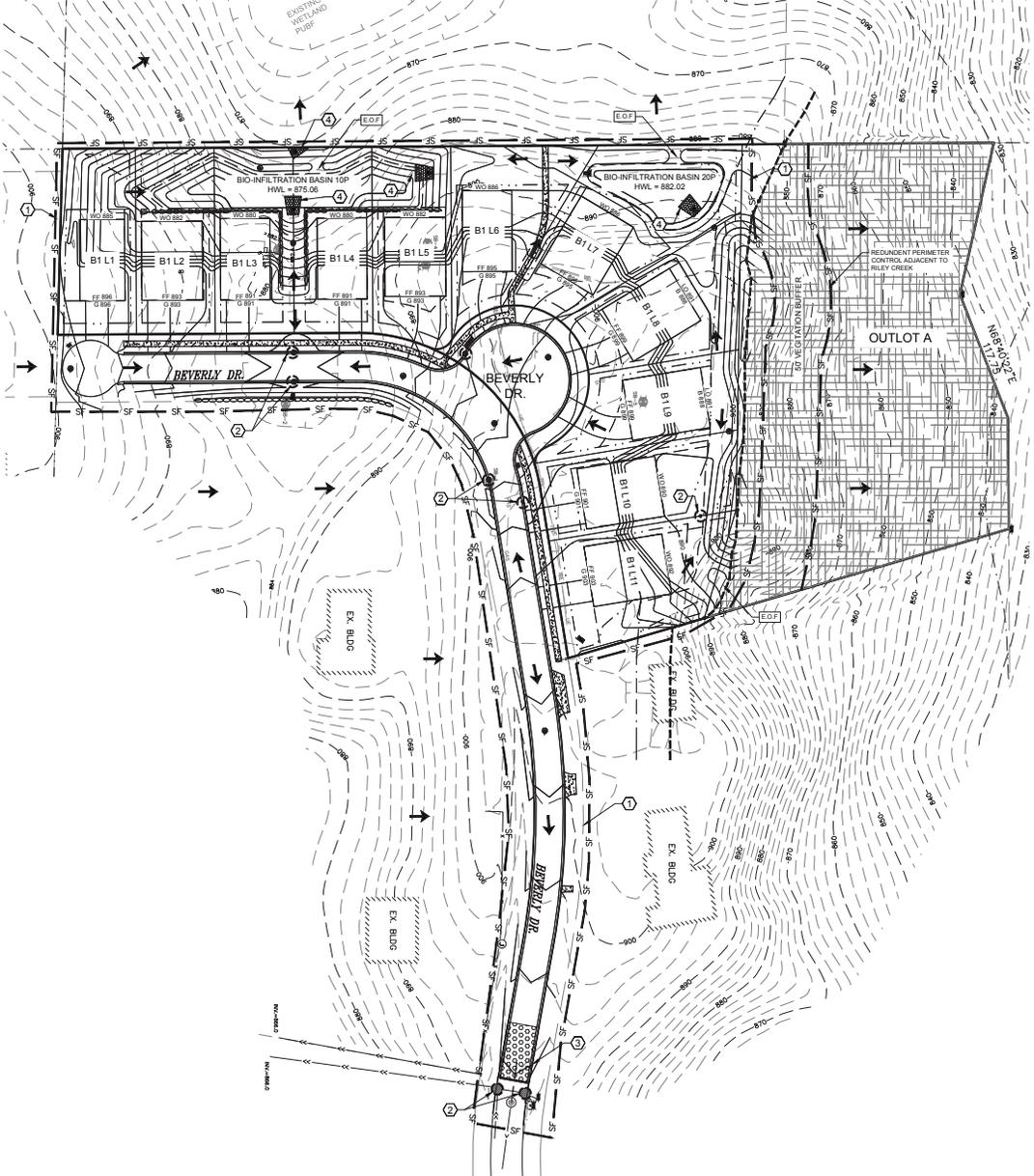
Permit Location Map

WOODCREST PLACE
Permit 2019-022

Riley Purgatory Bluff Creek
Watershed District

STORM WATER POLLUTION PREVENTION PLAN NOTES:

- GRADING CONTRACTORS SHALL VERIFY LOCATIONS AND ELEVATIONS OF ALL UNDERGROUND UTILITIES WITH THE RESPECTIVE UTILITY COMPANIES PRIOR TO CONSTRUCTION.
 - ALL EROSION CONTROL MEASURES CALLED FOR ON THESE PLANS AND SPECIFICATIONS, WHICH MAY INCLUDE SILT FENCES, SEDIMENTATION BASINS OR TEMPORARY SEDIMENT TRAPS, SHALL BE CONSTRUCTED AND MAINTAINED AS SPECIFICALLY SHOWN IN THE FOLLOWING ORDER:
 - ROCK CONSTRUCTION ENTRANCES A MINIMUM OF 50 FEET
 - SILT FENCES
 - TEMPORARY SEDIMENTATION BASINS AND OUTFALL FACILITIES
 - ROCK CONSTRUCTION ENTRANCES
 - COMMON EROSION AND DRAINAGE (GRADING)
 - SEDIMENTATION BASINS
 - SEDIMENTATION TRAPS
 - INLET AND OUTLET FACILITIES SUBJECT TO TEMPORARY WORK
 - GRADING CONTRACTOR SHALL PROVIDE AND MAINTAIN ALL EROSION CONTROL MEASURES IN ACCORDANCE WITH CITY AND WISCONSIN PERMITS AND ALL EROSION CONTROL MEASURES AS MAY BE SHOWN ON THESE PLANS OR SPECIFICATIONS. GRADING CONTRACTOR SHALL MAINTAIN ANY ADDITIONAL EROSION CONTROL MEASURES AS MAY BE REQUIRED TO PROTECT ADJACENT PROPERTY.
 - ALL EROSION CONTROL FACILITIES SHALL BE MAINTAINED BY THE CONTRACTOR DURING OPERATIONS. ANY TEMPORARY FACILITIES SHALL BE REMOVED AND CALLED FOR ON THESE PLANS AND SPECIFICATIONS SHALL BE REMOVED BY THE GRADING CONTRACTOR WHEN DIRECTED BY THE ENGINEER. THE GRADING CONTRACTOR SHALL RESTORE THE SUBSEQUENTLY DISTURBED AREA AS INDICATED ON THESE PLANS AND SPECIFICATIONS.
 - THE GRADING CONTRACTOR SHALL SCHEDULE THE SOILS ENGINEER SO THAT CERTIFICATION OF ALL CONTROLLED FILL SHALL BE AVAILABLE TO THE OWNER DURING AND UPON COMPLETION OF THE PROJECT.
 - ALL DISTURBED AREAS EXCEPT AREAS TO BE PAVED OR OTHERWISE SPECIFICALLY DESIGNATED BY A LANDSCAPE PLAN SHALL BE COVERED WITH A MINIMUM # OF TOP SOIL OR AS INDICATED IN SPECIFICATIONS OR LANDSCAPE PLAN. ALL DISTURBED AREAS SHALL BE COVERED AS INDICATED AT THE PREDEVELOPMENT SITE VISIT OF FINAL GRADING (SLOPE PROTECTION NOTED).
- 10000 S&P
 MESH: TYPE 1 3 TONS (AS PER ARCHITECT)
 PROTECTOR: TYPE 2 6 TONS (AS PER ARCHITECT)
- ALL EXPOSED SOIL AREAS WITH A CONTINUOUS POSITIVE SLOPE WITHIN 50 FEET OF ANY SURFACE WATER, MUST HAVE TEMPORARY EROSION PROTECTION OR REMOVED TO EXPOSED SOIL. MEASURES SHALL BE INSTALLED ACCORDING TO THE FOLLOWING TABLE OF SLOPES AND TIME FRAMES:
- | TIME OF BLUFF | TIME FRAME | MINIMUM TIME (AS PER ARCHITECT) AFTER WHICH THE AREA IS NOT ALLOWED TO BE OPEN |
|------------------|------------|--|
| FLATTER THAN 1:1 | 1:1 | 1 YEAR |
| FLATTER THAN 1:1 | 1:1 | 1 YEAR |
- THE EXISTING TOPOGRAPHY AND CONTAIN ELEVATIONS SHOWN ON THE PLAN WERE TAKEN FROM A PLAN SURVEYED BY OWNER.
 - CONTRACTOR GRADING AND EROSION CONTROL OPERATIONS SHALL TAKE PLACE WITHIN THE CONSTRUCTION LIMITS.
 - IT IS REQUIRED THAT SOILS TRUCKS FROM THE SITE BY MOTOR VEHICLES BE CLEANED ONLY FROM PAVED ROADWAY SURFACES THROUGHOUT THE DURATION OF CONSTRUCTION.
 - PERMITS TEMPORARY EROSION PROTECTION FROM THE DISTRICT.
 - ALL REQUIREMENTS OF THE LOCAL WATERSHED DISTRICT SHALL BE SATISFIED PER THE APPROVED PERMIT.
 - ALL EROSION & SEDIMENT CONTROL MEASURES SHOWN ON THIS PLAN AND IMPLEMENTED IN THE FIELD AS DIRECTED BY THE ENGINEER SHALL CONFORM TO THE MPCA'S PROTECTING WATER QUALITY IN URBAN AREAS BEST MANAGEMENT PRACTICES FOR MINNESOTA.
 - DISBURSING AND/OR BARRIERS OR BARRIERS SHALL BE DESIGNED TO SEDIMENTATION BASINS WATERSHED DISTRICT. ALL DISBURSING AND/OR BARRIERS SHALL BE DESIGNED TO SEDIMENTATION BASINS WATERSHED DISTRICT. ALL DISBURSING AND/OR BARRIERS SHALL BE DESIGNED TO SEDIMENTATION BASINS WATERSHED DISTRICT.
 - ALL SOILS ENGINEER CERTIFICATIONS SHALL BE OBTAINED IN ACCORDANCE WITH MPCA REQUIREMENTS. WATERSHED MATERIALS SHALL BE STORED (DISPOSED OF IN CONFORMANCE WITH MPCA REGULATIONS).
 - CONTRACTOR SHALL USE EROSION STABILIZATION METHODS FOR SLOPES AS NECESSARY DURING THE COURSE OF THE WORK TO MAINTAIN CONFORMANCE WITH THE CITY AND WISCONSIN REQUIREMENTS. THIS WORK SHALL CONSIST OF OPERATIONS NECESSARY TO PREVENT EROSION, SMALL CANYON AREA, TO PREVENT OFF SITE SEDIMENTATION AND USE TEMPORARY EROSION PROTECTION. THIS WORK MAY BE CONSIDERED AS PART OF THE GRADING WORK, BUT NOT BE CONSIDERED AS PART OF THE GRADING WORK. THIS WORK SHALL BE DONE IN ACCORDANCE WITH THE APPLICABLE MPCA ENGINEER SPECIFICATIONS. THE LOCAL WATERSHED DISTRICT SHALL BE NOTIFIED OF THE FOLLOWING:
 - THESE ARE FIVE STABILIZATION METHODS APPROVED FOR THESE OPERATIONS. THESE METHODS MAY BE CONDUCTED INDEPENDENTLY OR IN COMBINATION:
 - TYPE 1 MESH WITH LOGS AND ANCHORS
 - TYPE 2 MESH WITH TYPE 1 HYDRAULIC MULCH
 - TYPE 3 MESH WITH TYPE 1 HYDRAULIC MULCH AND SEED MATING 20:1
 - CANADIAN EROSION CONTROL SYSTEM WITH SEED MATING
 - TYPE 4 MESH WITH LOGS AND ANCHORS
 - CHANGING OF CONSTRUCTION FOR STORM WATER DISCHARGES FROM CONSTRUCTION PROJECTS WHOSE OWNER OR OWNER'S AGENT IS, E.G., A LOCAL DEVELOPER OR THE PROPERTY TO BE BUILT (OR BUILT BY THE BUILDER) OR THE OWNER OR OWNER'S AGENT MUST SUBMIT A SUBMISSION RECAPITULATING THE CHANGES TO THE DISTRICT. THE DISTRICT SHALL CONSIDER THE CHANGES TO THE DISTRICT.
 - INDIVIDUAL SITE BUILDERS SHALL BE RESPONSIBLE FOR PROVIDING AND MAINTAINING ALL NECESSARY EROSION CONTROL MEASURES AS MAY BE REQUIRED. REQUIRED EROSION SHALL CONSIST OF BUT NOT BE LIMITED TO THE FOLLOWING:
 - STABILIZATION OF ALL EXPOSED SOILS DURING CONSTRUCTION (EROSION CONTROL)
 - SILT FENCES ON ALL DOWN GRADIENT BLENDS FROM CONSTRUCTION AREA. SILT FENCE SHALL HAVE THE BOTTOM EDGE ON THE EXISTING FINISHED GRADE.
 - ROCK CONSTRUCTION ENTRANCES MINIMUM 5' TO CLEAR ROCK OVER EXISTING GRADE.
 - STREET CLEANERS AS MAY BE REQUIRED PER LOCAL WATERSHED DISTRICT.
 - INDIVIDUAL SITE BUILDERS ARE REQUIRED TO MAINTAIN EROSION CONTROL MEASURES THROUGHOUT CONSTRUCTION AND AS NECESSARY.
 - CONTRACTOR SHALL PROVIDE A TEMPORARY SEDIMENTATION BASIN ON SITE FOR CONSTRUCTION WASH OUT USE. TEMPORARY BASIN SHALL BE LOCATED AS TO PROVIDE EASY ACCESS FOR CONSTRUCTION VEHICLES AND CONCRETE TRUCKS AS NECESSARY.
 - INLET SEDIMENTATION CONTROL IS TO BE PROVIDED TO ALL STORM SEDIMENTATION BASIN THROUGHOUT CONSTRUCTION. MEASURES AND SOIL COVERED WITH TEMPORARY EROSION CONTROL MEASURES SHALL BE APPLIED TO THESE PHASES AS APPROPRIATE FOR PHASE OF CONSTRUCTION.
 - CONTRACTOR SHALL PREVENT SOIL LOSS DURING CONSTRUCTION DUE TO WIND EROSION THROUGHOUT CONSTRUCTION. MEASURES AND SOIL COVERED WITH TEMPORARY EROSION CONTROL MEASURES SHALL BE APPLIED TO THESE PHASES AS APPROPRIATE FOR PHASE OF CONSTRUCTION.
 - IF LEASE ACQUISITION IS APPLICABLE, CONTRACTOR SHALL DOCUMENT THE IMPLEMENTATION OF THE EROSION AND SEDIMENTATION CONTROL PLAN THROUGHOUT THE PROJECT AND INSPECTION LOGS, REPORTS, REPORTS SHALL INCLUDE A MINIMUM RECORD OF ALL DEVELOPMENTS INCLUDING BOTH PROGRESS AND PRESENT DAY LOGS. LOGS TO BE MAINTAINED AND LOGS TO BE MAINTAINED BY THE CONTRACTOR THROUGHOUT THE PROJECT. LOGS TO BE MAINTAINED BY THE CONTRACTOR THROUGHOUT THE PROJECT. LOGS TO BE MAINTAINED BY THE CONTRACTOR THROUGHOUT THE PROJECT. LOGS TO BE MAINTAINED BY THE CONTRACTOR THROUGHOUT THE PROJECT.



LEGEND

- PROPERTY LIMITS
- CONSTRUCTION LIMITS
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- EXISTING SPOT ELEVATION
- PROPOSED MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- SOIL BORING LOCATION (APPROX.)
- DRAINAGE ARROW
- RETAINING WALL
- SILT FENCE / BIO-ROLL AS APPROPRIATE
- INLET SEDIMENT PROTECTION
- ROCK CONSTRUCTION ENTRANCE
- TOP OF BLUFF
- BLUFF SETBACK
- SLOPE OF GREATER THAN 18% AND DRAINS TO WATERBODY
- FLARED END SECTION WITH RIP-RAP

GRADING & DRAINAGE NOTES

- NATURAL TOPOGRAPHY AND SOIL CONDITIONS MUST BE PROTECTED, INCLUDING RETENTION ON SITE OF NATIVE TOPSOIL TO THE GREATEST EXTENT POSSIBLE.
- ADDITIONAL MEASURES, SUCH AS HYDRAULIC MULCHING AND OTHER PRACTICES AS SPECIFIED BY THE DISTRICT MUST BE USED ON SLOPES OF 3:1 (H/V) OR STEEPER TO PROVIDE ADEQUATE STABILIZATION.
- ALL TEMPORARY EROSION AND SEDIMENT CONTROL BMPs MUST BE REMOVED UPON FINAL STABILIZATION.
- SOIL SURFACES COMPACTED DURING CONSTRUCTION AND REMAINING PERVIOUS UPON COMPLETION OF CONSTRUCTION MUST BE DECOMPACTED TO ACHIEVE A SOIL COMPACTION TESTING PRESSURE OF LESS THAN 200 POUNDS PER SQUARE INCH IN THE UPPER 12 INCHES OF THE SOIL PROFILE WHILE TAKING CARE TO PROTECT UTILITIES, TREE ROOMS, AND OTHER EXISTING VEGETATION.
- ALL DISTURBED AREAS MUST BE STABILIZED WITHIN 7 CALENDAR DAYS AFTER LAND-DISTURBING WORK HAS TEMPORARILY OR PERMANENTLY CEASED ON A PROPERTY THAT DRAINS TO AN IMPAIRED WATER, WITHIN 14 DAYS ELSEWHERE.
- THE PERMITTEE MUST, AT A MINIMUM, INSPECT, MAINTAIN AND REPAIR ALL DISTURBED SURFACES AND ALL EROSION AND SEDIMENT CONTROL FACILITIES AND SOIL STABILIZATION MEASURES EVERY DAY WORK IS PERFORMED ON THE SITE AND AT LEAST WEEKLY UNTIL LAND-DISTURBING ACTIVITY HAS CEASED. THEREAFTER, THE PERMITTEE MUST PERFORM THESE RESPONSIBILITIES AT LEAST WEEKLY UNTIL VEGETATIVE COVER IS ESTABLISHED. THE PERMITTEE WILL MAINTAIN A LOG OF ACTIVITIES UNDER THIS SECTION FOR INSPECTION BY THE DISTRICT ON REQUEST.
- CONTOURS ARE SHOWN AT 2' INTERVALS

KEY NOTES

- INSTALL & MAINTAIN SILT FENCE PERIMETER SEDIMENT PROTECTION IN TURF AREAS. USE BIO-ROLLS AS NEEDED IN PAVED AREAS FOR PHASING PURPOSES.
- INSTALL AND MAINTAIN INLET SEDIMENT PROTECTION.
- INSTALL TEMP ROCK ENTRANCE AT CONSTRUCTION INGRESS & EGRESS LOCATION(S).
- INSTALL RIP-RAP AROUND FISH OUTLET

STORMWATER POLLUTION PREVENTION PLAN SCHEDULE OF INSTALLATION & MAINTENANCE

ITEM	INSTALLATION	INSPECTION & MAINTENANCE	REMOVAL
SILT FENCE	PRIOR TO COMMENCEMENT OF EARTHWORK OPERATIONS	INSPECT & MAINT. AFTER EACH RUN-OFF EVENT. REMOVE SEDIMENTS AS REQUIRED.	AFTER TRIBUTARY DRAINAGE AREA IS RESTORED.
ROCK CONST. ENTRANCE	PRIOR TO COMMENCEMENT OF EARTHWORK OPERATIONS	INSPECT REGULARLY. MAINTAIN AS NEEDED.	PRIOR TO PAVING.
OUTLET SKIMMER STRUCTURE	AFTER POND GRADING IS COMPLETED	INSPECT REGULARLY. MAINTAIN AS NEEDED.	PERMANENT.
RIP RAP & FILTER	UPON COMPLETION OF POND GRADING. CONC. SHALL CONST. AND OUTLET INSTALLATION.	INSPECT & MAINTAIN AT LEAST ANNUALLY AND AFTER HEAVY RAINFALL EVENTS.	PERMANENT.
DETENTION POND	DURING EARTHWORK OPERATIONS	AFTER HEAVY RAINFALL EVENTS, REMOVE SEDIMENTS AS NEEDED.	PERMANENT.
SEED & MULCH	AFTER POND GRADING IS COMPLETED	INSPECT & MAINTAIN AFTER HEAVY RAINS. REPLACE WASH-OUT AREAS IMMEDIATELY.	NO REMOVAL NECESSARY.
INLET PROTECTION	UPON INLET CONSTRUCTING	WHEN 1/3 CAPACITY OF BMP IS REACHED	AFTER TRIBUTARY AREAS ARE FULLY RESTORED

ANDERSON
 13605 1st Avenue N. #100
 Plymouth, MN 55441 | ae-mn.com
 P 763.412.4000 | F 763.412.4090
 Anderson Engineering of Minnesota, LLC

WOODCREST PLACE
 17170 BEVERLY DR.
 EDEN PRAIRIE, MN 55347
 SCHAEFCO DEVELOPMENT, LLC

I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.
 PRINT NAME: BRIAN J. FIELD, P.E.
 SIGNATURE: NOT FOR CONSTRUCTION
 DATE: 06/14/2019 LICENSE NO. 57224

REVISION LOG

NO.	DATE	DESCRIPTION OF REVISIONS
1	5/23/19	WATERSHED SUBMITTAL
2	6/10/19	CITY COMMENTS
3	6/14/19	WATERSHED RE-SUBMITTAL

PRELIMINARY DOCUMENTS
 JUNE 14, 2019

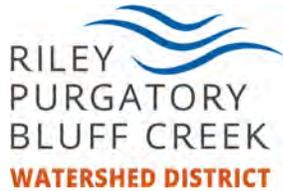
DESIGNED: GRJ	DRAWN: BIF	CHECKED BY: GRJ
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DRAWING TITLE
 SEDIMENT & EROSION CONTROL PLAN

DRAWING NO.
 C4

PLOTTED: ---	COMM. NO. 15422
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 7/11/2019 10:09:00 AM
 User: brianj



18681 Lake Drive East
Chanhassen, MN 55317
952-607-6512
www.rpbcwd.org

Riley-Purgatory-Bluff Creek Watershed District Permit Application Review

Permit No: 2019-023

Considered at Board of Managers Meeting: July 10, 2019

Received complete: June 3, 2019

Applicant: Hennepin County

Consultant: BKBM Engineers, Rachel Gilbert

Project: The Minnetonka Library Site Work project includes the full-depth replacement of the parking lot, removal and replacement of concrete sidewalks, and landscaping to improve the site aesthetics. The project also includes an underground infiltration pipe system to provide water quality treatment and rate control for runoff prior to discharging offsite.

Location: 17524 Excelsior Blvd. Minnetonka, MN 55435
South east corner of the Excelsior Blvd. and CR 101 intersection

Reviewer: Leslie DellAngelo and Scott Sobiech, PE Barr Engineering

Proposed Board Action

Manager _____ moved and Manager _____ seconded adoption of the following resolutions based on the permit report that follows and the presentation of the matter at the July 10 2019 meeting of the managers:

Resolved that the application for Permit 2019-023 is approved, subject to the conditions and stipulations set forth in the Recommendations section of the attached report;

Resolved that on determination by the RPBCWD administrator that the conditions of approval have been affirmatively resolved, the RPBCWD president or administrator is authorized and directed to sign and deliver to the applicant, Permit 2019-023 on behalf of RPBCWD.

Upon vote, the resolutions were adopted, _____ [VOTE TALLY].

Applicable Rule Conformance Summary

Rule	Issue	Conforms to RPBCWD Rules?	Comments	
C	Erosion Control Plan	See Comment	See Rule Specific Permit Condition C1.	
J	Stormwater Management	Rate	Yes	
		Volume	See Comment	See Rule Specific Permit Stipulation 1.
		Water Quality	Yes	
		Low Floor Elev.	Yes	
		Maintenance	See Comment	See Rule Specific Permit Condition J2.
		Chloride Management	See Comment	See Rule Specific Permit Stipulation 4.
		Wetland Protection	NA	
L	Permit Fees	NA	Governmental Agency	
M	Financial Assurances	NA	Governmental Agency	

Project Description

The proposed project includes the full-depth replacement of the parking lot bituminous pavement, removal and replacement of concrete sidewalks, and landscaping to improve the site aesthetics at the Hennepin County Minnetonka Library. The Applicant proposes an underground infiltration pipe system to provide water quality treatment and rate control for runoff prior to discharging offsite. The project site information is summarized below:

Project Site Information	Area (acres)
Total Site Area	1.66
Existing Site Impervious	0.53
Disturbed Site Impervious Area	0.393 (74% disturbed)
Proposed Site Impervious Area	0.53 (0% increase)
Exempt Impervious Trail/Sidewalk	0.017
Total Disturbed Area	0.89

Exhibits:

The following list is a summary of the dates materials were provided for review.

1. Permit application received June 3, 2019
2. Hydrology narrative and calculations dated May 31, 2019 (revised June 19, 2019)

3. Fill Set of Construction Plans dated May 31, 2019 (revisions dated June 20, 2019)
4. Boundary/Topographic Survey Drawing dated November 18, 2014
5. Geotechnical Engineering Report from Gale-Tec Engineering, Inc. dated March 7, 2019.
6. Geotechnical Engineering Report Addendum from Gale-Tec Engineering, Inc. dated April 29, 2019
7. HydroCAD Models for Existing and Proposed conditions dated May 30, 2019 (revised June 19, 2019)
8. MIDS Calculator report dated May 31, 2019 (revised June 17, 2019)
9. Draft Maintenance Agreement including exhibit and Operations and Maintenance Plan
10. Draft Chloride Management Plan
11. Correspondence informing applicant of preliminary review comments on June 12, 2019
12. Applicants response to RPBCWD 6/12/19 comments received June 19, 2019

Rule Specific Permit Conditions

Rule C: Erosion and Sediment Control

Because the project will involve 0.89 acres of land-disturbing activity, the project must conform to the requirements in the RPBCWD Erosion and Sediment Control rule (Rule C, Subsection 2.1).

The erosion control plan prepared by BKBM Engineering Inc. includes a designated staging area, installation of silt fence, sediment control log (bio log), inlet protection for storm sewer catch basins, rock construction entrance, placement of a minimum of 6 inches of topsoil, decompaction of pervious areas compacted during construction prior to topsoil placement, and retention of native topsoil onsite.

To conform to the RPBCWD Rule C requirements the following revisions are needed:

- C1. The Applicant must provide the name and contact information of the general contractor responsible for erosion and sediment control at the site. RPBCWD must be notified if the responsible party changes during the permit term.

Rule J: Stormwater Management

Because the project will alter 0.89 acres of surface area, conformance with RPBCWD's Stormwater Management Rule (Rule J) is required. The proposed project disturbs over 50% of the existing impervious surface on the parcel, therefore the criteria listed in Subsection 3.1 (Rule J, Subsection 3.1) applies to the entire project parcel.

Rate Control

In order to meet the rate control criteria listed in Subsection 3.1.a, the 2-, 10-, and 100-year post development peak runoff rates must be equal to or less than the existing discharge rates at all locations where stormwater leaves the site.

The Applicant used a HydroCAD hydrologic model to simulate runoff rates for pre- and post-development conditions for the 2-, 10-, and 100-year frequency storm events using a nested rainfall distribution, and a 100-year frequency, 10-day snowmelt event. The existing and proposed 2-, 10-, and 100-year frequency discharges from the site are summarized in the table below. The proposed project conforms to RPBCWD Rule J, Subsection 3.1.a for all four discharge locations.

Rate Control Summary:

Modeled Discharge Location	2-Year Discharge (cfs)		10-Year Discharge (cfs)		100-Year Discharge (cfs)		10-Day Snowmelt (cfs)	
	Ex	Prop	Ex	Prop	Ex	Prop	Ex	Prop
1	1.5	1.2	3.0	2.4	6.1	5.0	0.1	0.1
2	0.4	0.3	0.7	0.7	1.4	1.3	<0.1	<0.1
3 (Infiltration BMP)	1.9	0.9	3.0	3.0	5.2	4.9	0.1	0.1
4	0.2	0.2	0.3	0.3	0.7	0.7	<0.1	<0.1

Volume Abstraction

Subsection 3.1.b and 2.3 of Rule J require the abstraction onsite of 1.1 inches (2,116 cubic feet) of runoff from the 0.53 acres of impervious surfaces on the parcel. The project includes an underground infiltration system, with pretreatment using manhole sumps, to abstract runoff from the site (Rule J, Subsection 3.1.b.i).

Soil boring information collected by Gale-Tec Engineering, Inc. indicate the soils on the site are predominately dense clays. However, in several of the borings taken at the proposed infiltration BMP, a silty sand layer was observed with an estimated thickness of about 4 feet. The soils within 5 feet of the bottom of the underground infiltration system (Elevation 895.5’ – 900.5’) are generally sandy but the plans indicate the contractor must verify the infiltration capacity of the soils during construction. Based on the design infiltration rate of 0.45 inches per hour for silty sand the basins will drawdown within 48 hours (Rule J, subsection 3.1biii). Groundwater was not observed in any of the 13 borings, which all had a depth of 14.5 feet below the ground surface. This finding indicates the groundwater table is at least 15 feet below the surface and meets subsection 3.1biiA.

The table below summarizes the volume abstraction for the site. Based on the information reviewed, the proposed project conforms to Rule J, Subsection 3.1.b and Subsection 2.3.

Volume Abstraction Summary:

	Abstraction Depth (inches)	Abstraction Volume (cubic feet)
Requirement	1.1	2,116
Provided	1.13	2,183

Water Quality Management

Subsection 3.1.c of Rule J requires the Applicant provide for at least 60 percent annual removal efficiency for total phosphorus (TP), and at least 90 percent annual removal efficiency for total suspended solids (TSS) from site runoff and no net increase in TSS or TP loading leaving the site from existing conditions. The Applicant is proposing an underground infiltration system to provide water quality treatment and rate control for runoff prior to discharging offsite. Calculations were performed using the MPCA MIDS Calculator to estimate the TP and TSS loading from the watersheds and the removal capacity of the proposed BMP. The results of this modeling are summarized below. The engineer concurs with the modeling, and finds that the proposed project is in conformance with Rule J, Subsection 3.1.c.

Water Quality Summary:

Annual TSS and TP removal summary:

Pollutant of Interest	Regulated Site Loading (lbs/yr)	Required Load Removal (lbs/yr)	Provided Load Reduction (lbs/yr)
Total Suspended Solids (TSS)	184	166 (90%)	170 (92%)
Total Phosphorus (TP)	1.0	0.6 (60%)	0.94 (94%)

Summary of net change in TSS and TP leaving the site

Pollutant of Interest	Existing Site Loading (lbs/yr)	Proposed Site Load after Treatment (lbs/yr)	Change (lbs/yr)
Total Suspended Solids (TSS)	153	13.3	-139.7
Total Phosphorus (TP)	0.84	0.7	-0.77

Low floor Elevation

No structure may be constructed or reconstructed such that its lowest floor elevation is less than 2 feet above the 100-year event flood elevation according to Rule J, Subsection 3.6. The low floor elevation of the library building and the adjacent stormwater management feature is summarized below. The information demonstrates the project meets the requirements of Rule J, Subsection 3.6.

Structure	Low Floor Elevation of Building (feet)	100-year Event Flood Elevation of Adjacent Stormwater Facility (feet)	Freeboard (feet)
Library Building	917.2	905.5	11.7

Maintenance

Subsection 3.7 of Rule J requires the submission of maintenance plan. All stormwater management structures and facilities must be designed for maintenance access and properly maintained in perpetuity to assure that they continue to function as designed.

- J2. Permit applicant must provide a draft maintenance and inspection plan. As a public entity, Hennepin County may comply with this requirement by entering into a maintenance agreement with the RPBCWD. The submittal included the maintenance agreement template. The maintenance agreement must be completed and submitted for review.

Chloride Management

Subsection 3.8 of Rule J requires the submission of chloride management plan that designates the individual authorized to implement the chloride management plan and the MPCA-certified salt applicator engaged in implementing the plan. To close out the permit, Permit applicant must provide a chloride management plan that designates the individual authorized to implement the chloride management plan and the MPCA-certified salt applicator engaged in implementing the plan at the site.

Applicable General Requirements:

- 1. The RPBCWD Administrator shall be notified at least three days prior to commencement of work.
- 2. Construction shall be consistent with the plans and specifications approved by the District as a part of the permitting process. The date of the approved plans and specifications is listed on the permit.

Findings

- 1. The proposed project includes the information necessary, plan sheets and erosion control plan for review.
- 2. The proposed project will conform to Rules C and J, if the Rule Specific Permit Conditions listed above are met.

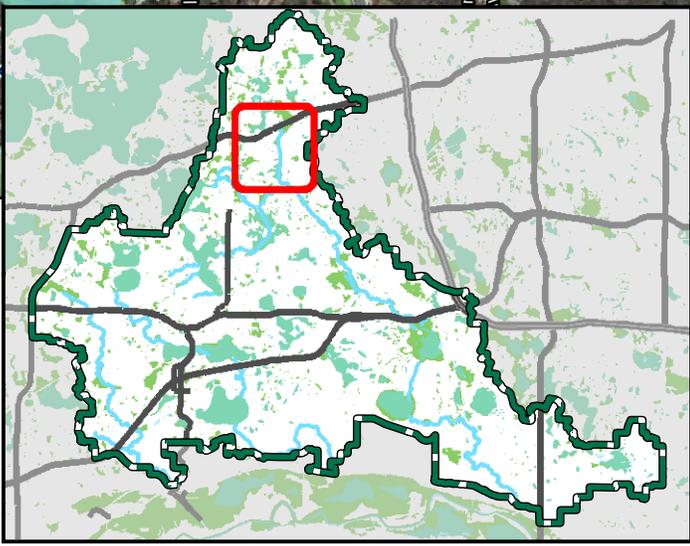
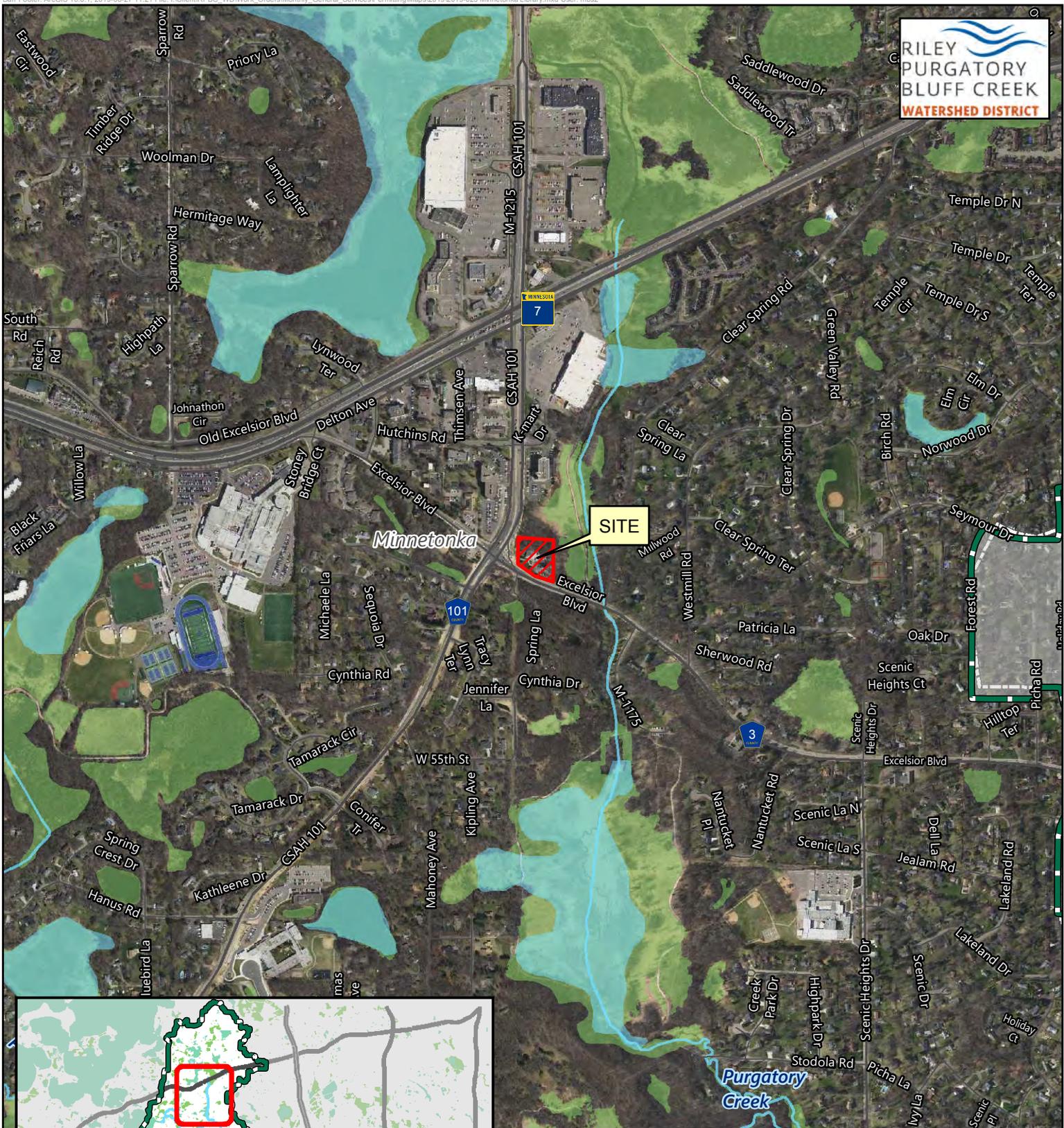
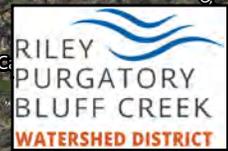
Recommendation:

Approval, contingent upon:

1. Continued compliance with General Requirements
2. Permit applicant must provide the name and contact information of the general contractor responsible for erosion and sediment control at the site. RPBCWD must be notified if the responsible party changes during the permit term.
3. Permit applicant must provide a draft maintenance agreement and inspection plan for the management of stormwater BMPs. Once approved by RPBCWD, Hennepin County must enter an agreement with RPBCWD to maintain the project stormwater facilities in accordance with the plan.

By accepting the permit, when issued, the applicant agrees to the following stipulations:

1. Per Rule J, Subsection 3.1.b.ii measured infiltration capacity of the soils at the bottom of the infiltration systems must be provided. The applicant must submit documentation verifying the infiltration capacity of the soils and that the volume control capacity is calculated using the measured infiltration rate divided by 2. If infiltration capacity is less than needed to conform with the volume abstraction requirement in subsection 3.1b, design modifications to achieve compliance with RPBCWD requirements will need to be submitted (in the form of an application for a permit modification or new permit).
2. Per Rule J Subsection 4.5, upon completion of the site work, the permittee must submit as-built drawings demonstrating that at the time of final stabilization, stormwater facilities conform to design specifications as approved by the District.
3. The work on the Minnetonka Library parcel under the terms of permit 2019-023, if issued, must have an impervious surface area and configuration materially consistent with the approved plans. Design that differs materially from the approved plans (e.g., in terms of total impervious area) will need to be the subject of a request for a permit modification or new permit, which will be subject to review for compliance with all applicable regulatory requirements.
4. To close out the permit, the permit applicant must provide a chloride management plan that designates the individual authorized to implement the chloride management plan and the MPCA-certified salt applicator engaged in implementing the plan at the site.



Permit Location Map



Feet



MINNETONKA LIBRARY
Permit 2019-023
Riley Purgatory Bluff Creek
Watershed District

MINNETONKA LIBRARY SITE WORK

17524 Excelsior Blvd
Minnetonka, Minnesota
55345



1000 Lake Street, Suite 200
Minnetonka, MN 55345
763.536.7000
www.bkm.com

No.	City/Worksheet Submittal	Date
1	City/Worksheet Submittal	2019/05/31
Revisions		
1	City/Worksheet Submittal	2019/05/31

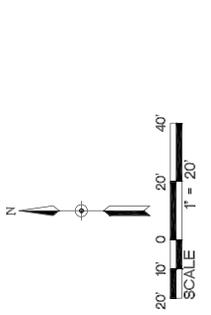
I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly licensed Professional Engineer under the laws of the State of Minnesota.

DATE: 2019-05-31
PROJECT # 19188
PROJECT STATUS CD SET
DRAWN BY
CHECKED BY

GRADING, DRAINAGE, AND EROSION CONTROL PLAN

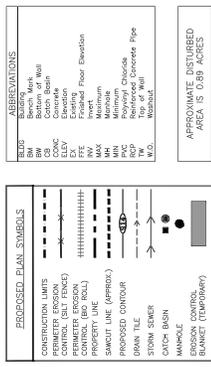
C2.0

1000 Lake Street, Suite 200
Minnetonka, MN 55345
763.536.7000
www.bkm.com



- RETAINING WALL NOTES:**
1. ALL TOP AND BOTTOM ELEVATIONS CORRESPONDING TO THE RESPECTIVE RETAINING WALL SHALL BE SHOWN.
 2. THE BOTTOM ELEVATION IS THE ELEVATION OF THE LOW-RANGE SIDE OF THE WALL NOT THE TOP ELEVATION OF THE BURRED BLOCK COURSE.
 3. WHERE THE VERTICAL HEIGHT EXCEEDS 36 INCHES, REFER TO TOP OF WALL ELEVATION.
 4. MODULAR BLOCK RETAINING WALL SHALL BE DESIGNED AND CERTIFIED BY A REGISTERED PROFESSIONAL ENGINEER PRIOR TO CONSTRUCTION OF WALL.

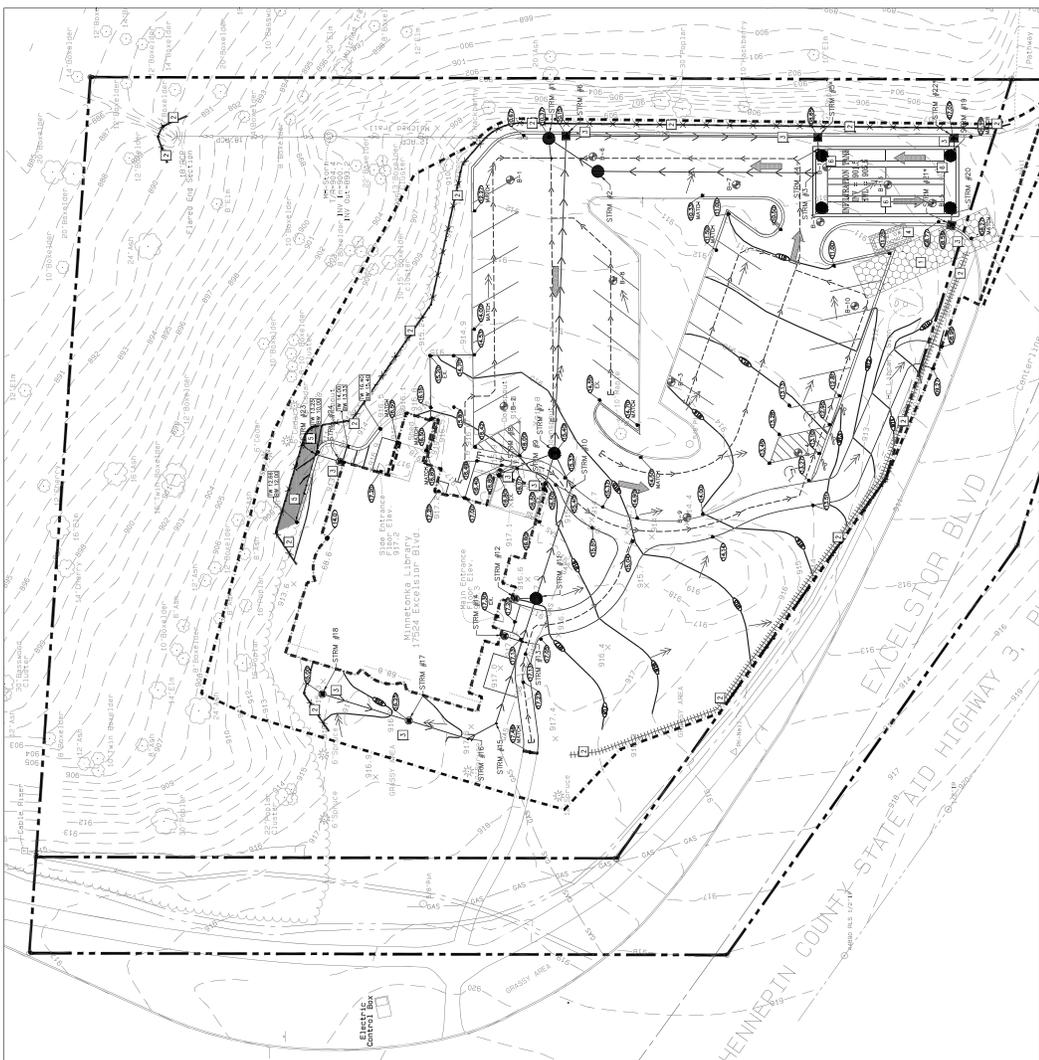
- WALKWAY NOTES:**
1. GRADING CONTRACTOR IS TO COORDINATE WITH PAVING CONTRACTOR SO THAT ALL STAIRS AND LANDINGS OCCUR ON THE SAME GRADE.
 2. ALL STAIRS, UNDERPINNINGS AND TRANSVERSE CURBS ARE TO BE PER CODE.



- ABBREVIATIONS**
- BM Bench Mark
 - CB Catch Basin
 - CE Elevation
 - EF Existing Floor Elevation
 - INT Invert
 - MAN Manhole
 - PCV Polyvinyl Chloride
 - TP Top of Wall
 - W.D. Wood
- APPROXIMATE DISTURBED AREA IS 0.85 ACRES**
- NOTE: SWALE STABILIZATION MATS NOT SHOWN ON CONSTRUCTION DRAWINGS SHALL BE INSTALLED ON ALL STORM INLETS THAT ARE NOT RECESSED INTO THE GROUND.**

- KEYED NOTES:**
1. NOTES ARE ORIENTED BY [Symbol] ON PLAN.
 2. INITIAL EROSION CONTROL DISTANCE REFER TO DETAIL 2/5/20 AND 3/5/20.
 3. INSTALL INLET SEDIMENT TRAP. REFER TO DETAIL 4/5/20.
 4. MINNETONKA'S APPROVED GENERAL STORMWATER PERMIT FOR CONSTRUCTION ACTIVITY FOR MORE ACCEPTABLE ALTERNATIVE TO ON-SITE TREATMENT.
 5. INSTALL IN/OUT DRAIN CATEGORY 3 TEMPORARY STORM EROSION CONTROL BLANKET.
 6. CONSTRUCTION TRAP IN INLETION TRENCH IS NOT ALLOWED AFTER THE SITE HAS BEEN USED FOR TEMPORARY STORM DRAINAGE. THIS SYSTEM SURFACE ELEVATION HAS BEEN ESTABLISHED TO MAINTAIN A MINIMUM OF 18 INCHES TO THE TOP OF THE INLET. THIS SYSTEM SHALL BE DESIGNED AND CERTIFIED BY A REGISTERED PROFESSIONAL ENGINEER PRIOR TO CONSTRUCTION OF THE SYSTEM.

1. ALL EROSION CONTROL FACILITIES SHALL BE INSTALLED PRIOR TO ANY SITE GRADING OPERATIONS. THE CITY ENGINEERING DEPARTMENT BUREAU OF EROSION CONTROL SHALL REVIEW ALL EROSION CONTROL FACILITIES PRIOR TO CONSTRUCTION. THE CONTRACTOR IS RESPONSIBLE TO SCHEDULE A PRE-CONSTRUCTION MEETING ON-SITE WITH THE CITY ENGINEERING DEPARTMENT BUREAU OF EROSION CONTROL. IF DAMAGED OR REMOVED DURING CONSTRUCTION, ALL EROSION CONTROL FACILITIES SHALL BE RESTORED AND IN PLACE AT THE END OF EACH DAY.
2. ANY EROSION CONTROL FACILITIES DAMAGED NECESSARY BY THE CITY OR WATERSHED DISTRICT, BEFORE, DURING OR AFTER THE GRADING ACTIVITIES, SHALL BE INSTALLED IMMEDIATELY.
3. SOILS TRACKED FROM THE SITE BY MOTOR VEHICLES OR EQUIPMENT SHALL BE CLEANED DAILY FROM PAVED DRIVEWAYS, SURFACES, OR WALKWAYS FREQUENTLY IF REQUESTED BY THE CITY OR WATERSHED DISTRICT.
4. ALL EROSION CONTROL MEASURES SHALL BE USED AND MAINTAINED FOR THE DURATION OF THE CONSTRUCTION. IF CONSTRUCTION OPERATIONS OR NATURAL EVENTS DAMAGE OR INTERFERE WITH THESE EROSION CONTROL MEASURES, THEY SHALL BE RESTORED TO SERVE THEIR INTENDED FUNCTION AT THE END OF EACH DAY OR AS DAMAGED OR INTERFERED WITH.
5. ALL AREAS DESTROYED DURING CONSTRUCTION SHALL BE RESTORED AS SOON AS POSSIBLE. ANY AREAS WHICH HAVE BEEN FINISHED GRADED OR AREAS THAT HAVE BEEN FINISHED GRADED SHALL BE RESTORED TO ORIGINAL GRADE OR BETTER. THE FOLLOWING MEASURES SHALL BE USED TO RESTORE THE FOLLOWING:
 - A. ALL SLOPED AREAS SHALL BE OTHER SEEDS OR COVERED BY FIBROUS MATS TO PROTECT SEEDS AND LIMIT EROSION.
 - B. GRASSING SHALL BE INSTALLED AS PART OF THE ULTIMATE DESIGN AND MAINTAINED UNTIL THE SOIL IS STABILIZED AND SURVIVED A 60-DAY GRASSING PERIOD.
 - C. ALL AREAS THAT WILL NOT BE MOVED OR MAINTAINED AS PART OF THE ULTIMATE DESIGN SHALL BE PERMANENTLY RESTORED USING SEED MIXTURE AND/OR 25-41-11 FERTILIZER.
 - D. ALL AREAS THAT WILL NOT BE MOVED OR MAINTAINED AS PART OF THE ULTIMATE DESIGN SHALL BE PERMANENTLY RESTORED USING SEED MIXTURE AND/OR 25-41-11 FERTILIZER.
 - E. WHEREVER OTHER EROSION AND SEDIMENT CONTROL PRACTICES ARE INADEQUATE, TEMPORARY ON-SITE SEDIMENT BASINS THAT CONFORM TO THE CRITERIA FOR EROSION CONTROL SHALL BE INSTALLED.
 - F. MULCH, HYDROMULCH, AND TOPIERS MAY NOT BE USED FOR STABILIZATION IN SHALES OR BRANCHED DITCHES.
 - G. SLOPED AREAS SHALL BE RESTORED FROM INTERFERING ALL STORM SEWER CATCH BASINS PROVIDING THEY ARE NOT NEEDED DURING CONSTRUCTION. WHERE EROSION CONTROL MEASURES ARE NEEDED TO PROTECT STORM SEWER CATCH BASINS, THEY SHALL BE INSTALLED AND MAINTAINED AROUND ALL CATCH BASINS UNTIL THE LIBRARY AREA IS RESTORED.
 - H. ALL EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION.
 - I. EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION.
 - J. EROSION CONTROL MEASURES SHALL BE MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION.
6. GRADING CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND MARK ALL EXISTING UTILITIES 48 HOURS BEFORE CONSTRUCTION STARTS. THE EXISTING UTILITIES OR OTHER JOBS NOT IDENTIFIED ON THE PLAN SHALL BE IDENTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING UTILITIES. THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND MARK ALL EXISTING UTILITIES 48 HOURS BEFORE CONSTRUCTION STARTS. THE EXISTING UTILITIES OR OTHER JOBS NOT IDENTIFIED ON THE PLAN SHALL BE IDENTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
7. PROTECT ALL EXISTING STRUCTURES AND UTILITIES WHICH ARE NOT SCHEDULED FOR REMOVAL.
8. CONSTRUCTION SHALL BE SCHEDULED TO OCCUR BETWEEN 7:00 AM AND 5:00 PM. THE CONTRACTOR SHALL OBTAIN ALL APPLICABLE PERMITS PRIOR TO START OF CONSTRUCTION.
9. ALL SPOT ELEVATIONS SHOWN AS 14.00 FOR EXAMPLE, ARE TO BE UNDERSTOOD TO MEAN 914.00.
10. ALL SPOT ELEVATIONS ABOVE THE ELEVATION OF THE FINISHED GRADE SHALL BE UNDERSTOOD TO MEAN 914.00.
11. ACCESSIBLE PARKING AREAS SHALL NOT HAVE SLOPES IN ANY DIRECTION THAT EXCEED 2%.
12. LOW CONDITION OF THE GRADING AND UTILITY WORK. THE CONTRACTOR SHALL VERIFY THAT ALL GRADING AND UTILITY WORK WAS PERFORMED IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT BUREAU OF EROSION CONTROL. THE CONTRACTOR SHALL VERIFY THAT ALL GRADING AND UTILITY WORK WAS PERFORMED IN ACCORDANCE WITH THE CITY ENGINEERING DEPARTMENT BUREAU OF EROSION CONTROL.
13. ALL EXISTING UTILITIES AND STRUCTURES SHALL BE PROTECTED AND MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION. THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND MARK ALL EXISTING UTILITIES 48 HOURS BEFORE CONSTRUCTION STARTS. THE EXISTING UTILITIES OR OTHER JOBS NOT IDENTIFIED ON THE PLAN SHALL BE IDENTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
14. ALL EXISTING UTILITIES AND STRUCTURES SHALL BE PROTECTED AND MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION. THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND MARK ALL EXISTING UTILITIES 48 HOURS BEFORE CONSTRUCTION STARTS. THE EXISTING UTILITIES OR OTHER JOBS NOT IDENTIFIED ON THE PLAN SHALL BE IDENTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
15. ALL EXISTING UTILITIES AND STRUCTURES SHALL BE PROTECTED AND MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION. THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND MARK ALL EXISTING UTILITIES 48 HOURS BEFORE CONSTRUCTION STARTS. THE EXISTING UTILITIES OR OTHER JOBS NOT IDENTIFIED ON THE PLAN SHALL BE IDENTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
16. RETAINING WALLS AND APPROPRIATE SITE FENCING ALONG THE TOP OF WALLS ARE TO BE DESIGNED AND CERTIFIED BY A REGISTERED PROFESSIONAL ENGINEER.
17. THE CONTRACTOR SHALL OBTAIN THE DISTURBED AREA AS SHOWN AS FOLLOWS.



1 GRADING, DRAINAGE, AND EROSION CONTROL PLAN
C2.0 1-20

- BULEY CREEK/BLUFF CREEK WATERSHED DISTRICT NOTES:**
1. THE DISTRICT WILL BE PROTECTED, INCLUDING RETENTION DITCHES OF WAIVER TOPSOIL TO THE GREATEST EXTENT POSSIBLE.
 2. ADDITIONAL MEASURES, SUCH AS WATERSHED MULCHING AND OTHER PRACTICES AS SPECIFIED BY THE DISTRICT MUST BE IMPLEMENTED TO PROTECT THE DISTRICT.
 3. FINAL SITE STABILIZATION MEASURES MUST SPECIFY THAT AT LEAST SIX INCHES OF TOPSOIL OR ORGANIC MATTER BE APPLIED TO ALL EXPOSED SOIL SURFACES. THE TOPSOIL OR ORGANIC MATTER SHALL BE INCORPORATED INTO THE UNDERLYING SOIL DURING FINAL SITE TREATMENT UNLESS OTHERWISE NOTED.
 4. CONSTRUCTION SITE WASTE SUCH AS DISCARDED BUILDING MATERIALS, CONCRETE TRUCK WASHOUT, CHEMICALS, LITTER AND OTHER DEBRIS SHALL BE REMOVED FROM THE SITE AS DETERMINED BY THE DISTRICT.
 5. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES MUST BE MAINTAINED UNTIL COMPLETION OF CONSTRUCTION AND VEGETATION IS ESTABLISHED SUFFICIENTLY TO INSURE STABILITY OF THE SITE, AS DETERMINED BY THE DISTRICT.
 6. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES MUST BE REMOVED UPON FINAL STABILIZATION.
 7. ALL TEMPORARY EROSION AND SEDIMENT CONTROL MEASURES MUST BE REMOVED UPON FINAL STABILIZATION. MEASURES MUST BE DECOMPLETED INCLUDING SOIL MANAGEMENT AND/OR TIPPING TO A DEPTH OF 18 INCHES (8 INCHES FOR TOPSOIL) TO MAINTAIN A MINIMUM OF 18 INCHES TO THE TOP OF THE INLET. THIS SYSTEM SHALL BE DESIGNED AND CERTIFIED BY A REGISTERED PROFESSIONAL ENGINEER PRIOR TO CONSTRUCTION OF THE SYSTEM.
 8. ALL DISTURBED AREAS MUST BE STABILIZED WITHIN 7 CALENDAR DAYS AFTER LAND-DISTURBING WORK HAS TEMPORARILY COMPLETED. STABILIZATION SHALL BE MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION AND ALL EROSION AND SEDIMENT CONTROL FACILITIES AND SOIL CONSERVATION MEASURES SHALL BE MAINTAINED THROUGHOUT THE DURATION OF CONSTRUCTION. THE CONTRACTOR SHALL VERIFY THE LOCATION, ELEVATION AND MARK ALL EXISTING UTILITIES 48 HOURS BEFORE CONSTRUCTION STARTS. THE EXISTING UTILITIES OR OTHER JOBS NOT IDENTIFIED ON THE PLAN SHALL BE IDENTIFIED BY THE CONTRACTOR PRIOR TO CONSTRUCTION.
 9. THE PERMITTEE WILL MAINTAIN A LOG OF ALL DISTURBED AREAS AND SOIL CONSERVATION MEASURES. THE PERMITTEE SHALL MAINTAIN A LOG OF ALL DISTURBED AREAS AND SOIL CONSERVATION MEASURES. THE PERMITTEE SHALL MAINTAIN A LOG OF ALL DISTURBED AREAS AND SOIL CONSERVATION MEASURES.

AMENDMENT TO AGREEMENT
FOR
ENGINEERING SERVICES

WHEREAS:

HDR ENGINEERING, INC. ("HDR") entered into an Agreement on March 21, 2016 to perform engineering services for 2016-2017 Website Services ("Website Services");

Riley Purgatory Bluff Creek District ("RPBCWD") desires to amend this Agreement in order for HDR to perform services beyond those previously contemplated;

HDR is willing to amend the agreement and perform the additional engineering services.

NOW, THEREFORE, HDR and RPBCWD do hereby agree:

The Agreement and the terms and conditions therein shall remain unchanged other than those sections and exhibits listed below;

"Scope of Services" shall be amended with the following:

Task 4: 2019-2020 Project Management

Includes:

- Invoices as required (up to 6)
- Contract administration

Task 5: 2019-2020 Monthly Website Maintenance

Includes:

- Response to questions from RBPCWD regarding the website
- Modifications to existing web services or web graphics as needed
- Response to system issues resulting in disrupted function or site downtime
- Required system upgrades or patches
- Web hosting and domain renewal for one year

Assumptions:

- HDR assumes 3 hours/month for website maintenance from July 15, 2019 through July 15, 2020. If web service modification or addition requests are significant and require more than the 3 hours allotted per month, a contract amendment will be required.
- HDR will make modifications to existing website graphics within the 3 allotted hours per month. New graphic requests will require a contract amendment.
- HDR will support browser versions that are currently active and supported by their creating companies. In particular, Chrome, Firefox, Safari, and Internet Explorer version 9+.

Task 6: 2019-2020 Website Modifications

Includes:

HDR will perform the following website modifications:

- Create an event page with a child page system
- Create a small-format calendar to display event days
- Enable document search by multiple categories and simultaneous keyword search
- Add list of relevant files to lake pages via document tags
- Make small style adjustments including enlarging water quality thumbnails fill container on each lake page and finalizing responsiveness on the home page.

Assumptions:

- HDR assumes additional website requests will require a contract amendment

“Budget” shall be amended with the following:

Based on the amended scope of work in this Contract Amendment, HDR proposes to provide these amended services on a time and expenses basis with a limit not to exceed \$13,800 without prior authorization of Riley Purgatory Bluff Creek Watershed District.

Task	Hours	Cost
Task 4: 2019–2020 Project Management	14 hours + \$400 hosting/domain expenses	\$1,865
Task 5: 2019-2020 Monthly Website Maintenance	36 hours (3 hours per month for a year)	\$4,385
Task 6 2019-2020 Website Modifications	60 hours	\$7,550
Total Cost	112 hours	\$13,800

“Schedule” shall be replaced with the following:

This contract is valid from March 21, 2016 through July 15, 2020.

IN WITNESS WHEREOF, the parties hereto have executed this Amendment as of the day and year written below:

HDR ENGINEERING, INC. ("HDR")

Riley Purgatory Bluff Creek District ("RPBCWD")

By: *Chad Wigent*

By: _____

Title: Vice President

Title: _____

Date: 7/2/2019

Date: _____



July 2, 2019

Claire Bleser
District Administrator
Riley Purgatory Bluff Creek Watershed District
18681 Lake Drive E.
Chanhassen, Minnesota 55317

Dear Claire:

Enclosed please find the checks and Treasurer's Report for Riley Purgatory Bluff Creek Watershed District for the one month and five months ending May 31, 2019.

Please examine these statements and if you have any questions or need additional copies, please call me.

Sincerely,

REDPATH AND COMPANY, LTD.

A handwritten signature in black ink, appearing to read "Mark Gibbs", is written over the typed name.

Mark C. Gibbs, CPA
Enclosure



To The Board of Managers
Riley Purgatory Bluff Creek Watershed District
Chanhassen, Minnesota

Accountant's Opinion

The Riley Purgatory Bluff Creek Watershed District is responsible for the accompanying May 31, 2019 Treasurer's Report in the prescribed form. We have performed a compilation engagement in accordance with the Statements on Standards for Accounting and Review promulgated by the Accounting and Review Services Committee of AICPA. We did not audit or review the Treasurer's Report nor were we required to perform any procedures to verify the accuracy or completeness of the information provided by the Riley Purgatory Bluff Creek Watershed District. Accordingly, we do not express an opinion, a conclusion, nor provide any form of assurance on the Treasurer's Report.

Reporting Process

The Treasurer's Report is presented in a prescribed form mandated by the Board of Managers and is not intended to be a presentation in accordance with accounting principles generally accepted in the United States of America. The reason the Board of Managers mandates a prescribed form instead of GAAP (Generally Accepted Accounting Principles) is this format gives the Board of Managers the financial information they need to make informed decisions as to the finances of the watershed.

GAAP basis reports would require certain reporting formats, adjustments to accrual basis and supplementary schedules to give the Board of Managers information they need, making GAAP reporting on a monthly basis extremely cost prohibitive. An independent auditing firm is retained each year to perform a full audit and issue an audited GAAP basis report. This annual report is submitted to the Minnesota State Auditor, as required by Statute, and to the Board of Water and Soil Resources.

The Treasurer's Report is presented on a modified accrual basis of accounting. Expenditures are accounted for when incurred. For example, payments listed on the Cash Disbursements report are included as expenses in the Treasurer's Report even though the actual payment is made subsequently. Revenues are accounted for on a cash basis and only reflected in the month received.

A handwritten signature in black ink that reads "Redpath and Company, Ltd." in a cursive script.

REDPATH AND COMPANY, LTD.
St. Paul, Minnesota
July 2, 2019

RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT

Treasurers Report

May 31, 2019

REPORT INDEX

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RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT
Cash Disbursements
May 31, 2019

Accounts Payable:

Check #	Payee	Amount	
4824V	VOID	-	
4825	Robert & Betty Wold	\$259,000.00	Issued 6/24/19
4826	First American Title	1,159.14	Issued 6/24/19
4827	Advanced Telemetry System	2,620.00	
4828	Katy Anderson	250.00	
4829	Barr Engineering	55,820.18	
4830	William Beckfeld	3,500.00	
4831	Carver County WMO	333.33	
4832	CenturyLink	203.35	
4833	Coverall of the Twin Cities	213.68	
4834	Jill S. Crafton	759.47	
4835	CSM Financial, LLC	7,847.28	
4836	Dunn & Semington, LLC	503.75	
4837	ECM Publishers, Inc.	1,020.00	
4838	Rod & Nancy Fisher	3,000.00	
4839	HAB Aquatic Solutions	114,659.00	
4840	HDR Engineering, Inc.	600.41	
4841	HealthPartners	4,686.56	
4842	Amy Herbert, LLC	2,545.57	
4843	Olivia R. Holstine	481.22	
4844	Iron Mountain	113.80	
4845	Kari Jo Johnson	812.50	
4846	Landbridge Ecological Services	49,423.65	
4847	Let's Go Fishing	2,400.00	
4848	Limnotech	14,621.44	
4849	Lincoln National Life Insurance	448.21	
4850	Metro Sales, Inc.	873.94	
4851	Public Employees Retirement Association	22.94	
4852	ProTech	473.12	
4853	Redpath & Company, Ltd.	1,450.00	
4854	RMB Environmental Laboratories	2,858.00	
4855	RMB Environmental Laboratories	1,866.00	
4856	RMB Environmental Laboratories	2,672.00	
4857	Safe Fast, Inc.	534.22	
4858	Smith Partners	7,820.01	
4859	SRF	1,476.58	
4860	University of Minnesota	3,975.00	
4861	Wenck, Inc.	12,987.78	
4862	Xcel Energy	378.70	
Total Accounts Payable:		\$564,410.83	

Payroll Disbursements:

Payroll Processing Fee	192.45
Employee Salaries	34,970.68
Employer Payroll Taxes	2,492.67
Employer Benefits (H.S.A. Match)	525.00
Employee Benefit Deductions	(396.26)
Staff Expense Reimbursements	175.51
PERA Match	2,565.12
Total Payroll Disbursements:	\$40,525.17

VISA 11,620.81

June Expense	Robert & Betty Wold	(259,000.00)
June Expense	First American Title	(1,159.14)
Reimbursement	Re-Issue of William Beckfeld Check	(3,500.00)
Reimbursement	Dorothy Pedersen (manager mileage)	(234.33)
Reimbursement	David Ziegler (manager mileage)	(152.46)

TOTAL DISBURSEMENTS:

\$352,510.88

Memos

The 2019 mileage rate is .58 per mile. The 2018 rate was .54.5
Klein Bank VISA will be paid on-line.

RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT
Fund Performance Analysis - Table 1
May 31, 2019

	2019 Budget	Fund Transfers	Revised 2019 Budget	Current Month	Year-to-Date	Year-to Date Percent of Budget
REVENUES						
Plan Implementation Levy	\$3,602,500.00	-	\$3,602,500.00	-	-	0.00%
Permit	50,000.00	-	50,000.00	2,800.00	12,900.00	25.80%
Grant Income	708,079.00	-	708,079.00	-	267,940.00	37.84%
Investment Income	35,000.00	-	35,000.00	12,123.53	46,392.68	132.55%
Past Levies	2,511,789.00	-	2,511,789.00	-	-	0.00%
Partner Funds	432,000.00	-	432,000.00	-	-	0.00%
TOTAL REVENUE	\$7,339,368.00	\$0.00	\$7,339,368.00	\$14,923.53	\$327,232.68	4.46%
EXPENDITURES						
Administration						
Accounting and Audit	42,000.00	-	42,000.00	1,642.45	27,620.68	65.76%
Advisory Committees	5,000.00	-	5,000.00	-	931.42	18.63%
Insurance and bonds	20,000.00	-	20,000.00	-	-	0.00%
Engineering Services	106,000.00	-	106,000.00	7,783.00	49,199.40	46.41%
Legal Services	78,000.00	-	78,000.00	3,794.20	35,784.37	45.88%
Manager Per Diem/Expense	20,000.00	-	20,000.00	697.97	2,794.50	13.97%
Dues and Publications	12,000.00	-	12,000.00	-	11,319.50	94.33%
Office Cost	144,000.00	-	144,000.00	10,982.54	61,148.61	42.46%
Permit Review and Inspection	135,000.00	(25,000.00)	110,000.00	11,933.49	68,577.22	62.34%
Permit and Grant Database	-	39,900.00	39,900.00	-	1,480.75	3.71%
Recording Services	10,000.00	-	10,000.00	2,545.57	6,411.14	64.11%
Staff Cost	550,000.00	-	550,000.00	45,959.41	231,804.66	42.15%
Subtotal	\$1,122,000.00	\$14,900.00	\$1,136,900.00	\$85,338.63	\$497,072.25	43.72%
Programs and Projects						
District Wide						
10-year Management Plan	5,000.00	-	5,000.00	2,313.38	4,138.78	82.78%
AIS Inspection and early response	75,000.00	-	75,000.00	1,020.00	1,344.78	1.79%
Cost-share	267,193.00	(14,900.00)	252,293.00	3,000.00	7,639.69	3.03%
Creek Restoration Action Strategies Phase	-	-	-	-	-	---
Data Collection and Monitoring	186,000.00	-	186,000.00	18,303.18	63,428.41	34.10%
District Wide Floodplain Evaluation - Atlas 14/SMM model	30,000.00	18,000.00	48,000.00	15,463.00	22,624.50	47.13%
Education and Outreach	119,000.00	-	119,000.00	11,773.78	31,006.39	26.06%
Plant Restoration - U of M	42,000.00	-	42,000.00	-	8,295.85	19.75%
Repair and Maintenance Fund *	177,005.00	-	177,005.00	-	6,209.00	3.51%
Wetland Management*	145,272.00	-	145,272.00	-	80.25	0.06%
District Groundwater Assessment	-	-	-	-	-	---
Groundwater Conservation*	130,000.00	-	130,000.00	-	-	0.00%
Lake Vegetation Implementation	75,000.00	-	75,000.00	91.88	4,593.76	6.13%
Opportunity Project*	200,000.00	-	200,000.00	1,476.58	9,999.00	5.00%
TMDL - MPCA	10,000.00	-	10,000.00	-	-	0.00%
Stormwater Ponds - U of M	86,092.00	-	86,092.00	3,975.00	3,975.00	4.62%
Hennepin County Chloride Initiative	120,800.00	-	120,800.00	-	1,040.95	0.86%
Lower Minnesota Chloride Cost-Share	217,209.00	-	217,209.00	-	-	0.00%
Subtotal	\$1,885,571.00	\$3,100.00	\$1,888,671.00	\$57,416.80	\$164,376.36	8.70%
Bluff Creek						
Bluff Creek Tributary*	291,091.00	-	291,091.00	5,666.48	6,556.98	2.25%
Chanhassen High School *	41,905.00	-	41,905.00	-	411.00	0.98%
Wetland Restoration at Pioneer	561,870.00	-	561,870.00	-	2,343.52	0.42%
Subtotal	\$894,866.00	\$0.00	\$894,866.00	\$5,666.48	\$9,311.50	1.04%
Riley Creek						
Lake Riley - Alum Treatment*	5,000.00	-	5,000.00	-	-	0.00%
Lake Susan Water Quality Improvement Phase 2 *	13,420.00	-	13,420.00	-	-	0.00%
Rice Marsh Lake in-lake phosphorus load	73,983.00	-	73,983.00	114,659.00	128,073.87	173.11%
Rice Marsh Lake Water Quality Improvement Phase 1	150,000.00	-	150,000.00	-	-	0.00%
Riley Creek Restoration (Reach E and D3)	1,680,562.00	-	1,680,562.00	3,772.50	13,736.88	0.82%
Lake Riley & Rice Marsh Lake Subwatershed Assessment	72,500.00	-	72,500.00	11,697.22	16,686.33	23.02%
Upper Riley Creek Stabilization	425,000.00	-	425,000.00	-	-	0.00%
Subtotal	\$2,420,465.00	\$0.00	\$2,420,465.00	\$130,128.72	\$158,497.08	6.55%
Purgatory Creek						
Purgatory Creek Rec Area- Berm/retention area - feasibility/design	50,000.00	-	50,000.00	-	-	0.00%
Lotus Lake in-lake phosphorus load control	105,772.00	-	105,772.00	689.50	779.80	0.74%
Silver Lake Restoration - Feasibility Phase 1	168,013.00	-	168,013.00	-	-	0.00%
Scenic Heights	111,226.00	-	111,226.00	49,411.75	51,146.75	45.98%
Hyland Lake in-lake phosphorus load control	120,000.00	-	120,000.00	3,480.66	13,953.41	11.63%
Mitchell Lake Subwatershed Assessment	87,500.00	-	87,500.00	13,467.84	17,549.29	20.06%
Duck Lake watershed load	213,955.00	-	213,955.00	6,910.50	27,728.32	12.96%
Subtotal	\$856,466.00	\$0.00	\$856,466.00	\$73,960.25	\$111,157.57	12.98%
Reserve	\$160,000.00	(\$18,000.00)	142,000.00	-	-	0.00%
TOTAL EXPENDITURE	\$7,339,368.00	\$0.00	\$7,339,368.00	\$352,510.88	\$940,414.76	12.81%
EXCESS REVENUES OVER (UNDER) EXPENDITURES	\$0.00	\$0.00	\$0.00	(\$337,587.35)	(\$613,182.08)	

*Denotes Multi-Year Project - See Table 2 for details

RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT

Multi-Year Project Performance Analysis - Table 2

May 31, 2019

	Total Project	FUNDING SOURCE			Month Ended 05/31/19	Year To-Date	Lifetime Costs	Remaining
		District funds	Partner Fund	Grants				
Programs and Projects								
District Wide								
District Wide Floodplain Evaluation - Atlas 14/SMM model	48,000.00	48,000.00	-	-	15,463.00	22,624.50	22,624.50	25,375.50
Repair and Maintenance Fund	202,005.00	177,005.00	-	-	-	6,209.00	31,209.00	170,796.00
Wetland Management	150,000.00	150,000.00	-	-	-	80.25	29,808.56	120,191.44
Groundwater Conservation	130,000.00	130,000.00	-	-	-	-	-	130,000.00
Opportunity Project*	200,000.00	200,000.00	-	-	1,476.58	9,999.00	9,999.00	190,001.00
Hennepin County Chloride Initiative	120,800.00	19,000.00	-	101,800.00	-	1,040.95	1,040.95	119,759.05
Lower Minnesota Chloride Cost-Share	217,209.00	20,000.00	-	197,209.00	-	-	-	217,209.00
Stormwater Ponds - U of M	86,092.00	44,092.00	42,000.00	-	3,975.00	3,975.00	3,975.00	82,117.00
Subtotal	\$1,154,106.00	\$788,097.00	\$42,000.00	\$299,009.00	\$20,914.58	\$43,928.70	\$98,657.01	1,055,448.99
Bluff Creek								
Bluff Creek Tributary*	292,362.00	242,362.00	50,000.00	-	5,666.48	6,556.98	102,216.52	190,145.48
Chanhassen High School *	508,000.00	208,000.00	100,000.00	200,000.00	-	411.00	451,506.10	56,493.90
Wetland Restoration at Pioneer	561,870.00	450,000.00	0.00	111,870.00	-	2,343.52	2,343.52	559,526.48
Subtotal	\$1,362,232.00	\$900,362.00	\$150,000.00	\$311,870.00	\$5,666.48	\$9,311.50	\$556,066.14	\$806,165.86
Riley Creek								
Lake Riley - Alum Treatment 1st dose *	260,000.00	260,000.00	-	-	-	-	254,999.83	5,000.17
Lake Susan Water Quality Improvement Phase 2 *	662,491.00	330,000.00	99,091.00	233,400.00	-	-	649,070.80	13,420.20
Rice Marsh Lake in-lake phosphorus load	150,000.00	150,000.00	-	-	114,659.00	128,073.87	204,091.81	(54,091.81)
Riley Creek Restoration (Reach E and D3) *	1,565,000.00	1,265,000.00	300,000.00	-	3,772.50	13,736.88	194,232.03	1,370,767.97
Lake Riley & Rice Marsh Lake Subwatershed Assessment	72,500.00	12,500.00	5,000.00	55,000.00	11,697.22	16,686.33	16,686.33	55,813.67
Upper Riley Creek Stabilization	450,000.00	450,000.00	0.00	-	-	-	-	450,000.00
Subtotal	\$3,159,991.00	\$2,467,500.00	\$404,091.00	\$288,400.00	\$130,128.72	\$158,497.08	\$1,319,080.80	\$1,840,910.20
Purgatory Creek								
Purgatory Creek Rec Area- Berm/retention area - feasibility/design	50,000.00	50,000.00	-	-	-	-	-	50,000.00
Lotus Lake in-lake phosphorus load control	345,000.00	345,000.00	-	-	689.50	779.80	240,006.84	104,993.16
Scenic Heights	260,000.00	165,000.00	45,000.00	50,000.00	49,411.75	51,146.75	199,920.51	60,079.49
Mitchell Lake Subwatershed Assessment	87,500.00	12,500.00	5,000.00	70,000.00	13,467.84	17,549.29	17,549.29	69,950.71
Duck Lake watershed load	220,000.00	220,000.00	-	-	6,910.50	27,728.32	33,772.82	186,227.18
Subtotal	\$962,500.00	\$792,500.00	\$50,000.00	\$120,000.00	\$70,479.59	\$97,204.16	\$491,249.46	\$471,250.54
Total Multi-Year Project Costs	\$6,638,829.00	\$4,948,459.00	\$646,091.00	\$1,019,279.00	\$227,189.37	\$308,941.44	\$2,465,053.41	\$4,173,775.59

Riley Purgatory Bluff Creek Watershed District
Balance Sheet
As of May 31, 2019

ASSETS

Current Assets

General Checking-Klein	\$488,508.73
Checking-Klein/BMW	1,200,502.69
Investments-Standing Cash	266,870.66
Investments-Wells Fargo	3,871,438.23
Accrued Investment Interest	22,486.64
Accounts Receivable	3,500.00
Due From Other Governments	25,021.73
Taxes Receivable-Delinquent	29,411.16
Pre-Paid Expense	27,361.36
Security Deposits	7,244.00

Total Current Assets:	<u><u>\$5,942,345.20</u></u>
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LIABILITIES AND CAPITAL

Current Liabilities

Accounts Payable	\$446,490.82
Retainage Payable	23,657.38
Salaries Payable	18,202.69
Permits & Sureties Payable	871,081.00
Deferred Revenue	29,411.16

Total Current Liabilities:	<u><u>\$1,388,843.05</u></u>
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Capital

Fund Balance-General	\$5,166,684.23
Net Income	<u>(\$613,182.08)</u>

Total Capital	<u><u>\$4,553,502.15</u></u>
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Total Liabilities & Capital	<u><u>\$5,942,345.20</u></u>
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RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT
Old National Bank VISA Activity
May 31, 2019

DATE	PURCHASED FROM	AMOUNT	DESCRIPTION	ACCOUNT #	RECEIPT
05/17/19	Cub	36.71	TAC Meeting	10-00-4810	Y
05/17/19	Randy's Sanitation	67.10	Trash Service	10-00-4215	Y
05/20/19	Hotels	307.42	MAWD Manager Hotel	10-00-4010	Y
05/23/19	Verizon	305.82	Phone Service	10-00-4240	Y
05/30/19	IKEA	580.55	Office Expense	10-00-4635	Y
06/03/19	Adobe	16.10	Software	10-00-4203	Y
06/04/19	IKEA	468.70	Office Expense	10-00-4635	Y
06/11/19	Microsoft	120.96	Software	10-00-4203	Y
06/12/19	MAWD	350.00	MAWD Summer Tour Registration	10-00-4010	Y
06/14/19	Courtyard	395.15	MAWD Manager Hotel	10-00-4010	Y
06/17/19	Jimmy Johns	130.86	TAC Meeting	10-00-4810	Y
06/20/19	Hotels	187.74	MAWD	10-00-4321	Y
06/20/19	MAWD	400.00	MAWD Registration	10-00-4321	Y
		\$3,367.11	General Administration Total		
05/13/19	Sigma Aldrich	189.42	Data Collection	20-08-4260	Y
05/16/19	Home Depot	41.97	Data Collection	20-08-4260	Y
05/17/19	USPS	81.00	AIS	20-08-4280	Y
05/17/19	Cub	73.00	Turf Training	20-08-4265	Y
05/19/19	Amazon	70.52	Education & Outreach	20-05-4260	Y
05/21/19	Home Depot	14.45	Data Collection	20-08-4260	Y
05/21/19	Home Depot	(20.34)	Data Collection	20-08-4260	Y
05/21/19	Amazon	57.87	Data Collection	20-08-4260	Y
05/21/19	Home Depot	41.73	Pond Study	20-05-4635	Y
05/22/19	Target	32.19	Education & Outreach	20-08-4265	N
05/22/19	CPI	12.58	Education & Outreach	20-05-4260	Y
05/23/19	Prairie Moon Nursery	24.20	Education & Outreach	20-05-4260	Y
05/26/19	General Delivery	45.83	Shpping Expense	20-05-4280	Y
05/28/19	Speedy Buttons	241.89	Education & Outreach	20-08-4260	Y
05/29/19	Speedway	60.04	Fuel for Vehicle	20-08-4322	Y
05/31/19	Hologram	100.00	Data Collection	20-08-4260	Y
06/03/19	Home Depot	64.19	Data Collection	20-08-4260	Y
06/03/19	Home Depot	92.15	Data Collection	20-08-4260	Y
06/03/19	Jimmy Johns	302.40	Smart Salt Property Manager	20-08-4265	Y
06/04/19	Hach	315.44	Calibration Liquid	20-05-4260	Y
06/05/19	Holiday	29.96	Fuel for Vehicle	20-13-4322	Y
06/05/19	Holiday	84.35	Fuel for Vehicle	20-05-4322	Y
06/05/19	Kowalski's	36.56	Smart Salt Property Manager	20-08-4265	Y
06/05/19	Amazon	103.36	Data Collection	20-05-4260	Y
06/06/19	Digi-Key	136.36	Data Collection	20-08-4260	Y
06/06/19	Home Depot	49.30	Data Collection	20-08-4260	Y
06/06/19	Home Depot	114.45	Pond Study	20-05-4635	Y
06/06/19	Facebook	25.00	Education & Outreach	20-08-4260	Y
06/07/19	Home Depot	65.56	Data Collection	20-08-4275	Y
06/07/19	Full Source	128.49	Education & Outreach	20-08-4275	Y
06/07/19	Ace	71.57	Scenic Heights Planting	20-05-4260	Y
06/07/19	Forestry Supplies	475.00	Data Collection	20-05-4530	Y
06/07/19	Dunn & Semington	92.00	Education & Outreach	20-08-4250	Y

RILEY PURGTORY BLUFF CREEK WATERSHED DISTRICT
Old National Bank VISA Activity
May 31, 2019

DATE	PURCHASED FROM	AMOUNT	DESCRIPTION	ACCOUNT #	RECEIPT
06/08/19	Speedway	3.98	Data Collection	20-08-4260	Y
06/08/19	Holiday	57.75	Fuel for Vehicle	20-05-4322	Y
06/10/19	Gander	167.17	Data Collection	20-08-4260	Y
06/10/19	Amazon	33.88	Data Collection	20-08-4260	Y
06/10/19	Amazon	127.96	Data Collection	20-08-4260	Y
06/10/19	Speedy Buttons	50.00	Data Collection	20-08-4280	Y
06/12/19	Hach	56.59	Calibration Liquid	20-05-4260	Y
06/13/19	Cabelas	817.11	Data Collection	20-05-4635	Y
06/13/19	Walmart	295.69	Data Collection	20-05-4635	Y
06/13/19	Amazon	65.43	Data Collection	20-05-4260	Y
06/14/19	Youngstedts	454.24	Vehicle Maintenance	20-05-4322	Y
06/16/19	Facebook	12.94	Education & Outreach	20-08-4260	Y
06/17/19	Adafruit	135.32	Data Collection	20-05-4635	Y
06/17/19	Jimmy Johns	233.82	Turf Training	20-08-4265	Y
06/17/19	Silkletter	30.84	Education & Outreach	20-08-4260	Y
06/18/19	Zoho	45.60	Software	20-08-4203	Y
06/18/19	Michaels	37.62	Team Building	20-08-4260	Y
06/18/19	Target	46.78	Team Building	20-08-4265	Y
06/18/19	Bruegger's Bagel	72.88	Turf Training	20-08-4265	Y
06/18/19	Amazon	66.39	Education & Outreach	20-08-4265	Y
06/19/19	Target	47.31	Team Building	20-08-4265	Y
06/20/19	BLICK	311.44	Anniversary Event	20-08-4260	Y
		\$6,423.23	District-Wide Total		
		\$9,790.34	GRAND TOTAL		

RESOLUTION NO. 2019-018

**RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT
BOARD OF MANAGERS**

ADOPTING 2019 PER DIEM RATE

Manager _____ offered the following Resolution and moved its adoption, seconded by Manager _____:

WHEREAS Minnesota Governor Tim Waltz on May 31, 2019, signed into law SF7 including a provision modifying Minnesota Statutes section 103D.315, subdivision 8, to increase the maximum compensation for watershed district managers for meetings and for performance of other necessary duties from \$75 to \$125 per day, which is effective July 1, 2019;

WHEREAS the Riley Purgatory Bluff Creek Watershed District’s (District) Governance Manual provides in General Governance Policies that the District will establish the per diem rate by resolution, and the per diem rate otherwise will be as specified in Minnesota Statutes 103D.215, subd. 8;

WHEREAS the Board of Managers wishes to adopt the new maximum per diem rate of \$125 per day;

THEREFORE BE IT RESOLVED that the Board of Managers hereby determines that effective July 1, 2019, the per diem compensation of managers for meetings and for performance of other necessary duties shall be \$125 per day.

The question was on the adoption of the Resolution and there were ___yeas, ___ nays and ___ abstentions as follows:

Yea Nay Abstain Absent

**CRAFTON
KOCH
PEDERSON
WARD
ZIEGLER**

Upon vote, the president declared the resolution _____.

Dated: July ____, 2019.

David Ziegler, Secretary

* * * * *

I, David Ziegler, secretary of the Riley Purgatory Bluff Creek Watershed District, do hereby certify that I have compared the above resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcription thereof.

IN TESTIMONY WHEREOF, I set my hand this _____ day of _____, 2019.

David Ziegler, Secretary

Proposal for Audit Services

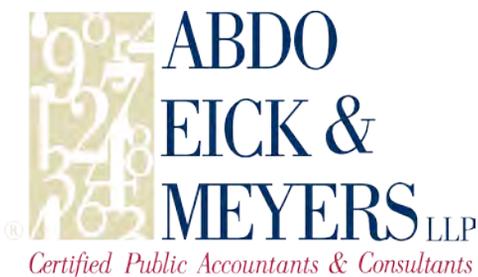
Riley- Purgatory- Bluff Creek Watershed District

June 25, 2019

Justin Nilson, CPA
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June 25, 2019

Riley-Purgatory-Bluff Creek Watershed District
18681 Lake Drive East
Chanhassen, Minnesota 55317

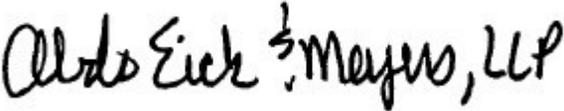
Dear Ms. Bleser,

Thank you for the opportunity to submit this proposal to Riley-Purgatory-Bluff Creek Watershed District (the District) for audit services. We appreciate the opportunity to work with you. Based on our experience with clients like you, we are confident that Abdo, Eick & Meyers, LLP (the Firm) would be a great fit.

We work hard for those who matter most—clients, employees, family, and community—and celebrate their successes as our own. Our success has been driven by our philosophy of going beyond the numbers for our clients. This belief is represented through our commitment to people and knowledge, process and you. We will utilize staff that is experienced and dedicated in the area of government. Our Process is centered on meeting your needs, exceeding your expectations, and incorporating technology to deliver unparalleled solutions. This includes delivering prompt and effective service of the highest quality to you. The quality of our service allows us an opportunity to be an integral part of your finance team. We believe this investment should make a difference for you, our valued client. We focus on the challenges and needs that are relevant to your organization, which allows us to be thoughtful in our approach in providing you with the best solutions, and leaves you assured in the value of our deliverable.

The attached proposal will demonstrate to you that we will be a great service provider and partner for your District. We look forward to meeting with you to discuss our proposal, and appreciate this opportunity to present our firm for your consideration. We will follow up with you within two weeks to answer any questions or concerns you may have and to provide any further information you may need.

Sincerely,



ABDO, EICK & MEYERS, LLP
Certified Public Accountants & Consultants

Justin Nilson, CPA
Audit Manager

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Executive Summary

We are pleased to present our proposal for audit services to the Riley-Purgatory-Bluff Creek Watershed District. We have prepared our proposal based on our understanding of your District's needs from the request for proposal we received and the very informational conversation we have had with Claire, during which we were provided with an opportunity to get to know you and your District better.

We understand that the key requirements you have of your selected advisors include:

- Demonstrate familiarity, knowledge and experience in the industry
- Provide references and experience with other Watershed Districts
- Meet reporting timeliness set by the Board, ensuring the audit is presented timely
- Deliver both concise and informative information to the Board
- Access to partners and staff for assistance in answering questions throughout the year
- Provide a timely and efficient audit

We understand that the requested work to be completed includes the following services:

- Annual Financial Statement Audit
- Management Letter
- Presentation to the Board

Based on our work with more than 100 local governments similar to yours, we confidently believe we can meet your requirements and exceed your expectations for the reasons listed below and referenced in our proposal.

- We provide timely services and currently adhere to an 18 day turnaround time from fieldwork for the delivery of draft financial statements to the client.
- Our audit presentation uses ratios and comparisons of trends that give snapshots of metrics for your District through graphs and charts.
- We have a dedicated team of 40 partners, managers and staff that serve governments exclusively.
- Our government experience extends beyond just audit and compliance. We also provide the following services to government organizations.
 - Human Resource solutions
 - Payroll solutions
 - One-on-one personalized and group-focused training opportunities
 - Process improvement- lean process and process evaluation
 - Arbitrage services
- Integral to our mission is a philosophy that we help organizations reach their maximum potential through open communications and teamwork. **We enjoy answering questions any time of the year, and at no cost!**

We commit to providing an excellent level of client service and helping you move beyond the numbers through communication, support and customized guidance. As you review the details of this proposal, please do not hesitate to contact us with questions or for clarification. We look forward to partnering with the Riley-Purgatory-Bluff Creek Watershed District.



Government Experience

You can have confidence in our 55 years of quality auditing services and partnership in the government space. Since 1963, we've served cities just like yours. With an unwavering commitment to streamlining processes, training staff, and finding technology-based solutions, we proudly offer excellence in governmental auditing.

Out of our 160-strong, talented staff, over 40 team members are 100% focused on government clients, including services for over 100 cities and various municipalities. By serving cities across Minnesota, we have become experts in the nuances of how to best support your District.

Our expertise affords you an audit experience that's painless. We do this by communicating up front, coming better prepared, and being available throughout the year to support you.

OUR PROCESS

Our methods are centered around incorporating technology to deliver unparalleled solutions for government organizations. In addition to our audit experience, our firm expertly performs outsourcing for governments giving us a wealth of experience in a finance director role. We don't believe in a one-size-fits-all mentality so together, we'll focus on the needs that are relevant to your District and provide the right services to meet them with a tailored audit approach. We're focused on efficiency and deliver the audit draft within 3 weeks of completing fieldwork is completed bringing you accuracy and value.

OUR FOCUS

Through continuous training and growth opportunities, we've established an environment with a focus on serving various governmental entities. We spend more than 100 hours training and onboarding to ensure success for our clients.

We truly hope that you allow us to be your partner. Together, we'll go beyond the numbers to best support your District.



OUR QUALIFICATIONS

- GFOA and MnGFOA Association members
- We speak and train on government accounting and auditing topics
- Audit services for over 100 cities, as well as 3 separate Watershed Districts
- We've assisted many cities in preparing for the GFOA's *Certificate of Achievement for Excellence* awards in financial reporting
- Our clients represent top tier governments with 19 municipal clients receiving the GFOA's *Certificate of Achievement for Excellence in Financial Reporting*
- Audit services for EDA's and HRA's





Audit Approach

AUDIT SERVICES THAT MOVE RILEY-PURGATORY-BLUFF CREEK WATERSHED DISTRICT BEYOND THE NUMBERS

We deliver auditing services that are more than just a compliance service. We exceed what's considered "standard audit support," placing a strong emphasis on a relationship-driven approach that facilitates a partnership with your District. We work together to ensure we have a clear understanding of your District's needs, challenges and financial information. Together with your District's team, we'll help to leverage this information to increase efficiency and effectiveness.

PARTNERSHIP

Integral to our mission is a philosophy that we help organizations reach their maximum potential through open communication and teamwork. **We enjoy answering questions any time of the year, and at no cost!** We also believe in:

- Consistent, clear, proactive communication that offers suggestions and makes your work easier
- Returning phone calls and questions promptly
- Gathering information through dialog, not checklists
- Conducting listening calls with you outside of the engagement to understand your District, build a long-term relationship with you and learn how we can improve.

PEOPLE

Our value comes from our experience and the education we can provide. Our professionals go beyond the required standards to make sure we have a clear understanding of your District. We work with your management team to leverage this information to increase efficiency and profitability. You can learn more about your audit team in the team section.

PROCESS

While we will audit the financial statements of your District for the year ended December 31, 2019, in accordance with the applicable regulatory standards, our process is designed to go far beyond that. Our process enables us to gain a thorough understanding of the processes, procedures, and general operations of your District.

1. Client Understanding

2. Planning & Interim Fieldwork

3. Year-end Audit Fieldwork

4. Reporting



Audit Approach *continued*

1. Client Understanding

Your leadership team plays an important role in your financial reporting. We always begin our process with a face-to-face conversation to gain a thorough understanding of your District, internal controls, processes and procedures. Our experience with Districts like yours allows us to develop a customized audit and communications plan. We will prepare an audit timeline detailing significant steps in the audit process from beginning to end.

2. Audit Strategy Design

The Riley-Purgatory-Bluff Creek Watershed District is unique and therefore your audit plan will be tailored to your operations and will include the relevant and appropriate standards. Your audit strategy is based on our understanding of your District. It will also encompass:

- Leadership concerns and expectations
- Risk Assessment
- Detailed testing of transactions
- Understanding of internal controls

3. Audit Plan Execution

Our execution of your audit strategy begins with fieldwork and ends with a presentation of your draft financial statements. Your team, including partners and managers, will be present during fieldwork and we'll be in continuous communication with your staff.

Fieldwork is where we document internal controls, conduct walkthroughs, and obtain audit evidence to support financial statement amounts and disclosures. Our paperless audit approach allows us to do much of the fieldwork from our office. We will discuss your preference for the amount of onsite work and agree on a mutually beneficial schedule.

During fieldwork, we will discuss any potential audit adjustments with your staff to ensure we agree on the need for the audit adjustment and amount. We will also address any potential internal control deficiencies to verify our understanding and discuss potential solutions. We want to be problem solvers, not problem reporters.

After reviewing the financial statements, notes and supplementary schedules, if any, we prepare a draft of the financial statements for your review and approval. We will also send a list of audit adjustments noting the reasons for each adjustment.



Audit Approach *continued*

4. Audit Completion

After the previous segments mentioned are complete, we will be ready to finalize the audit. We will report the results of your audit to the Board of Directors. We will also deliver a management letter that identifies critical financial trends and recommendations for improvement, provides required communications, and discusses changes in the environment in which Riley-Purgatory-Bluff Creek Watershed District operates.

During this stage we will also complete the following procedures:

- Complete subsequent events review procedures and review legal and representation letters
- Complete final overall analytical review procedures
- Communicate significant deficiencies and material weaknesses
- Conduct an exit conference
- Issue an audit opinion

5. Additional Approach Details

Analytical Procedures

Analytical procedures are defined in Statement on Auditing Standards No. 56, “Analytical Procedures” as evaluations of financial information made by a study of plausible relationships around both financial and non-financial data. They are required in the planning and final review stage, but our Firm encourages staff to use in substantive testing where possible. Our Firm management directs the use of analytical procedures as follows:

Planning

The objective for analytical procedures at this stage is to direct attention to likely misstatements. We use trend analysis to meet our objective in planning. Examples of trend analysis would be a comparison to the budget for funds that adopt a budget and/or comparison to prior year. We also may consider a comparison among three to five years. Additional testing may result if the expectations established at the start of the trend analysis are not met.

Substantive Testing

The objective of analytical procedures at this stage is to support or refute financial statement account balances. We have found that analytical procedures are more efficient and can be more effective than tests of details. Depending on the make-up of the account, we will use trend analysis, ratio analysis and/or modeling.

Final Review

The objective is to review the reasonableness of financial statement account balances. We use trend analysis to meet our objectives. This trend analysis is completed on final audited amounts.



Audit Approach *continued*

5. Additional Approach Details (Continued)

Approach to be Taken to gain and document an understanding of the District's internal control structure

Our goal in preliminary fieldwork is to gain a thorough understanding of your internal controls, processes, and procedures. The completion of these elements allows us to minimize the fieldwork required to complete the audit.

Approach to be Taken in Determining Laws and Regulations Subject to Audit Test Work

We are required to obtain an understanding of the possible financial statement effect of laws and regulations that have a direct and material effect on the determination of financial statement amounts. The determination of laws and regulations are addressed in the planning stage through reading available grant documentation, client inquiries, and a preliminary review of finance system accounts and search of the Board minutes. We also have a working knowledge of the types of laws and regulations Minnesota governments operate under. Further discussion is provided in the section Firm Qualifications and Experience. In addition, we obtain further information about federal laws and regulations through the *Catalog of Federal Domestic Assistance* (CFDA) and the U.S. Office of Management and Budget (OMB) Compliance Supplement.

Approach to be Taken in Drawing Audit Samples for Purposes of Tests of Compliance

Since each program or grant agreement is different, we use a variety of statistical designs in our compliance testing. The size of the sample considers many program factors; size, maturity, complexity, level of oversight and prior audit findings. Ultimately, our professional judgment determines that a representative number of transactions have been selected. You can be confident in our judgment because only senior level (partner, president, manager, and supervisor) staff makes decisions on planned compliance testing.

Identification of Anticipated Potential Audit Problems

At this time, we do not anticipate any potential audit problems. If problems did arise, we carefully work with the District to resolve the matter.

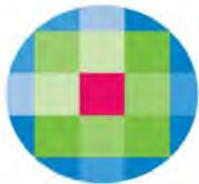


Technology

AEM Technology We believe technology should enhance our service offerings, making our work less intrusive, our time with you more productive and keep everyone's data more secure. Our use of technology in financial statement preparation enables us to streamline our work. It also helps us to automate certain functions of our audit, so we are free to spend more time analyzing our results and working directly with you.

Some of the technology we use to enhance our client experience are:

- Utilize Engagement Organizer for customized to-do lists via a secure online web based portal.
- MindBridge is a data analytics software used to quickly identify unusual transactions and potential errors.
- Utilize Zoom technology to enhance remote work relationships with clients and team members.



Wolters Kluwer



zoom



MindBridge™



AEM takes the security of our data and our client's data very seriously. Many systems are in place to ensure the safety of your District's data with us. We operate in a completely remote hosted environment. This not only allows to work from any computer, anywhere, any time, but also provides large scale, cutting edge technology and security for your data. Your data is housed in a secure data warehouse, not on laptops or local servers.

It also means:

- All firm staff use dual authentication for every login to our remote environment
- Our data is saved on redundant servers so if one server fails the other will immediately take over
- Our data is backed up continually
- All email and embedded links are scanned for viruses prior to landing in our inbox



Timeline



We prepare a timeline each year for our audits. Timelines are based on when organizations are able to complete their necessary year-end work. Please see below for an anticipated timeline that identifies what you can expect, and when. Once hired we will work with you on an exact timeline that fits your needs: this is an example of a typical timeline. Additionally, the table below outlines our proposed segmentation of the engagement.

NOVEMBER	DECEMBER/ JANUARY	FEBRUARY	MARCH/APRIL
CLIENT UNDERSTANDING	PLANNING & INTERIM FIELDWORK	YEAR-END AUDIT & FIELDWORK	REPORTING
Together, we mutually agree with staff and management on a timeline to perform the audit and present to the Board.	We will select our sample and provide information requests to management. Based on preliminary discussions we would plan to complete this work remotely.	We will have our team on-site or working remotely in a team setting to conduct our audit fieldwork. We estimate our fieldwork to take for 2-3 days.	We will provide drafted materials 18 Days subsequent to our fieldwork date and will present to the board in April



Your Team

In assembling our team to serve Riley-Purgatory-Bluff Creek Watershed District, we have assigned experienced individuals who know and understand your unique financial accounting and tax needs. Our proposed delivery team has substantial experience working with Districts similar to yours. Our team members and their respective experience are briefly profiled below. Full biographies for the staff members are located on the following pages.

	MEMBER	TITLE	YEARS OF EXPERIENCE
	Andy Berg, CPA	Partner	24
	Justin Nilson, CPA	Manager	7
	Kendra Perpich, CPA	Senior Accountant	5
	Miranda Wynkoop, CPA	Staff Accountant	3



Team Bios

Member

Background

Expertise



Andy Berg, CPA

Government Partner

andrew.berg@aemCPAs.com

Direct Line (952) 715.3003

Andy Berg joined the Firm in 1994 after graduating Cum Laude from Gustavus Adolphus College and is registered and licensed to practice as a CPA in Minnesota. His experience includes auditing municipalities, school districts, and nonprofits under government auditing standards and single audits under Uniform Guidance.

Andy stays current on issues affecting his clients by staying involved in several industry organizations. He participates on the special review committee for the Government Finance Officers Association. This committee reviews reports for acceptance into the Certificate of Achievement for Excellence in Financial Reporting program.

Education

- Bachelor of Science in Accounting, Gustavus Adolphus College
- Continuing professional education as required by AICPA

Professional Memberships

- American Institute of Certified Public Accountants (AICPA)
- Minnesota Society of Certified Public Accountants
- Minnesota Government Finance Officers Association
- Minnesota Association of School Business Officials
- Government Finance Officers Association

Qualifications

- 24 years of experience auditing local governments in Minnesota
- Over 95 percent of billable time relates to governmental clients
- Participates on the special review committee for the Government Finance Officers Association (GFOA). This committee reviews reports for acceptance into the Certificate of Achievement of Excellence in Financial Reporting program
- MN GFOA presenter on GASB Update and CAFR review
- Experienced in Municipal Government Long Term Financial Plans
- MNCPA City Report Review Committee



Team Bios

Member

Background

Expertise



Mr. Nilson joined the Firm in 2012 after graduating with an accounting degree from St. John's University. His work experience includes assisting in the audits of several municipal, school district and Single Audits.

Education

- Bachelor of Arts in Accounting, Saint John's University
- Continuing professional education as required by AICPA and Government Accountability Office

Professional Memberships

- American Institute of Certified Public Accountants (AICPA)
- Minnesota Society of Certified Public Accountants (MNCPA)
- Minnesota Government Finance Officers Association

Qualifications

- Seven years of experience auditing local government in Minnesota
- Over 90 percent of billable time relates to governmental clients
- Experienced in municipal government long-term financial plans
- Experienced in models for various municipal government specific areas such as utility rate, tax levy, and debt analysis

Justin Nilson, CPA

Audit Manager

justin.nilson@aemCPAs.com

Direct Line (952) 715.3011



Team Bios

Member

Background

Expertise



Kendra joined the firm in 2017 as a Senior Accountant after completing her Accounting degree from North Dakota State University. She previously worked as an Auditor at a firm in Avon, Colorado.

Professional Memberships

- American Institute of Certified Public Accountants (AICPA)
- Minnesota Society of Certified Public Accountants (MNCIPA)

Education

- Bachelor of Science in Accounting, North Dakota State University
 - ✓ Graduated Cum Laude
- Continuing professional education as required by AICPA

Qualifications

- Five years of experience in governmental and non-profit audits
- Over 90 percent of billable time relates to governmental clients

Kendra Perpich, CPA

Senior Accountant

kendra.perpich@aemCPAs.com

Direct Line (952) 939.3216



Team Bios

Member

Background

Expertise



Miranda joined the firm in 2018 as a Government Auditor after completing her Bachelor of Science in Accounting degree from St. Cloud State University. She was a government intern for Abdo, Eick & Meyers in the 2017 audit season.

Professional Memberships

- American Institute of Certified Public Accountants (AICPA)
- Minnesota Society of Certified Public Accountants (MNCIPA)

Education

- Bachelor of Science in Accounting, St. Cloud State University
 - ✓ Minor in International Business
 - ✓ Graduated Magna Cum Laude
- Continuing professional education as required by AICPA

Qualifications

- Experience auditing local governments and charter schools
- Works extensively with Microsoft Excel and Banyon
- Over 90 percent of billable time relates to governmental clients

Miranda Wynkoop, CPA

Accountant

miranda.wynkoop@aemCPAs.com

Direct Line (952) 939.3232



Value

We at AEM help our clients improve their District and achieve their financial goals. We heard you say that the following factors were important in our relationship.

- Demonstrate familiarity, knowledge and experience in the industry
- Provide references and experience with other Watershed Districts
- Meet reporting timeliness set by the Board, ensuring the audit is presented timely
- Deliver both concise and informative information to the Board
- Access to partners and staff for assistance in answering questions throughout the year
- Provide a timely and efficient audit

As we have described in the pages preceding this section, we will deliver services that will deliver on these factors that are important to you.

We do not believe in charging for a phone call, emails, etc. at any time during the year. We encourage clients to call us for questions, advice, or just update us on what is happening in their organization throughout the year. We want to be a resource for you throughout the year without consideration of whether or not the meter is running. When our communications identify additional service needs, we will provide you with an expected fee range.

We have not anticipated any additional hours for new audit or accounting standards. Accounting or audit standard changes may result in increased hours.

SUMMARY SCHEDULE OF PROFESSIONAL FEES

	Year End December 31	2019	2020
Audit	Not-to-Exceed Amount	\$12,900	\$13,400



What Our Clients Say

Client References

We have long-term relationships with many cities in Minnesota. Our clients listed below would be a good representation of audit clients. All have partner, president, manager or supervisor staffing for the fieldwork process.

Comfort Lake - Forest Lake Watershed District

Mike Kinney | 651.209.9753

Engagement partner - Andrew Berg

Prior Lake - Spring Lake Watershed District

Diane Lynch | 952.447.4166

Engagement partner - Andrew Berg

South Washington Watershed District

Matt Moore | 651.714.3729

Engagement partner - Andrew Berg



Services Overview

Strategic Planning

We provide strategic planning in numerous areas to maximize and protect business value. Areas include cash flow modeling and analysis, growth and profitability strategies, key employee incentives, management consulting as well as succession and exit planning strategies.

Our accounting staff has the experience and diverse skills to help identify areas of interest and strategies to achieve desired goals. We strive to build a reliable and confidential relationship, and desire to become a trusted advisor that is accessible throughout the year with any planning needs that may arise.

Accounting & Attest

Our accounting staff performs audits, reviews and compilations and also assists our clients with all of their accounting and bookkeeping needs including adjusting entries, software issues, etc. Our goal is to maintain a close and constructive relationship with you at all times

AEM Workforce Solutions

AEM Workforce Solutions, LLC, helps businesses and nonprofit agencies better support their most valuable resource...their people. AEM Workforce Solutions is a full service human resources and payroll provider to assist mid-size business with all of their HR and payroll needs.

Growth can't happen without the right team in place. But making decisions about people can be stressful and time consuming, not to mention emotional. Having clear and consistent HR practices, that best suit the individuality of each business, is key. And because the right policies are just as important, we lend our HR expertise to help you strategically plan for your future.

As your partner, we can even help you evaluate and manage the myriad of risks associated with employer liability or handle the minutiae of your regulatory process—we're here to make your job easier so you can focus on growing your business.

Management

Our management consulting goes above and beyond to help management improve performance. This happens through a collaborated effort that involves problem identification and development of improvement plans. We recognize that our most important product is prompt and effective service and strive to address all of management's needs.



License and Independence

LICENSED TO PRACTICE IN MINNESOTA

The Firm and its entire CPA staff hold licenses to practice in the state of Minnesota. All licenses are in good standing. The Firm and several partners and staff are licensed in other states and also are in good standing. The Firm's CPAs are all members in good standing with the Minnesota Society of CPAs and the AICPA. Our professional staff and membership in professional associations indicate that the services we provide to your District will be of the highest quality.

INDEPENDENCE

Our standards require that we be without bias with respect to your operations. The Firm is independent of the Riley-Purgatory-Bluff Creek Watershed District as defined by auditing standards generally accepted in the United States of America.

The Firm has not been engaged by the District or any of its agencies, component units or oversight units for the past five years. Because the Firm is required to follow GAO independence standards mentioned in the previous paragraph, any prior relationships would not constitute any conflicts of interest relative to performing the proposed audits. Also, the Firm shall give the District written notice of any relevant professional relationships entered into during the period of this agreement.



Why AEM

Abdo, Eick & Meyers, LLP, established in 1963, has a professional staff of more than 150 in its Edina and Mankato offices. The two offices serve clients of all sizes and industries. Our services include audits, reviews and compilations, monthly accounting, tax planning and preparation, and management advisory services. In addition, Abdo, Eick & Meyers, LLP is recognized as one of the Top 150 firms in the United States and the 11th largest firm in Minnesota.

We're here because our clients need solutions to their challenges—not a commodity product. Through our dedication to teamwork, development and relationships, we will help our clients thrive. The investments into our People + Process make a difference for you, our valued client. We focus on the challenges and needs that are relevant to your business or government agency. This allows us to be thoughtful in our approach in providing you with the best solutions, and leave you assured in the value of our deliverable.

The Firm is a member of the American Institute of Certified Public Accountants Division of Firms and has received an unmodified opinion on its Peer Review. Our Peer Review, was completed in 2017 and resulted in a pass rating. A copy of this letter can be found in Appendix A.

The Firm has not had any federal or state desk reviews or field reviews of its audits in the last three years. We have had no disciplinary action taken or pending against the Firm during the past three years with state regulatory bodies or professional organizations.

We maintain library facilities which include current professional literature and specific information for the industries we serve. The Firm library is also reviewed as part of the external quality review program. The Firm has in-house training programs specific to our government clients. We also perform auditing and accounting updates for our clients that are organized by our staff. These practices ensure the quality of our staff over the term of engagement.



WE LISTEN

You will know you're in the right hands well before delivery, but be assured that we will get you a great value for the investment of your time.



WE ENGAGE

Active engagement with DFK International and domestic industry associations allows us to provide maximum value to your District.



WE DELIVER

Combining our internal expertise and technological resources with what we've learned about you allows us to deliver a solution that exceeds your expectations.



Appendix A



CERTIFIED PUBLIC ACCOUNTANTS
AND CONSULTANTS

REPORT ON THE FIRM'S SYSTEM OF QUALITY CONTROL

January 30, 2018

To the Partners of
Abdo, Eick and Meyers, LLP
and the Peer Review Committee of the Minnesota Society
of Certified Public Accountants

We have reviewed the system of quality control for the accounting and auditing practice of Abdo, Eick & Meyers, LLP (the firm) in effect for the year ended May 31, 2017. Our peer review was conducted in accordance with the Standards for Performing and Reporting on Peer Reviews established by the Peer Review Board of the American Institute of Certified Public Accountants (Standards).

A summary of the nature, objectives, scope, limitations of, and the procedures performed in a System Review as described in the Standards may be found at www.aicpa.org/prsummary. The summary also includes an explanation of how engagements identified as not performed or reported in conformity with applicable professional standards, if any, are evaluated by a peer reviewer to determine a peer review rating.

Firm's Responsibility

The firm is responsible for designing a system of quality control and complying with it to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. The firm is also responsible for evaluating actions to promptly remediate engagements deemed as not performed or reported in conformity with professional standards, when appropriate, and for remediating weaknesses in its system of quality control, if any.

Peer Reviewer's Responsibility

Our responsibility is to express an opinion on the design of the system of quality control and the firm's compliance therewith based on our review.

Required Selections and Considerations

Engagements selected for review included engagements performed under *Government Auditing Standards*, including a compliance audit under the Single Audit Act; audits of employee benefit plans, an audit performed under FDICIA and an examination of a SOC 2 service organization.

As a part of our peer review, we considered reviews by regulatory entities as communicated by the firm, if applicable, in determining the nature and extent of our procedures.

Opinion

In our opinion, the system of quality control for the accounting and auditing practice of Abdo, Eick & Meyers, LLP in effect for the year ended May 31, 2017, has been suitably designed and complied with to provide the firm with reasonable assurance of performing and reporting in conformity with applicable professional standards in all material respects. Firms can receive a rating of *pass*, *pass with deficiency(ies)* or *fail*. Abdo, Eick & Meyers, LLP has received a peer review rating of *pass*.

A handwritten signature in black ink that reads "Brady Martz". The signature is written in a cursive, flowing style.

Brady Martz and Associates, P.C.



CLA (CliftonLarsonAllen LLP)
220 South Sixth Street, Suite 300
Minneapolis, MN 55402-1436
612-376-4500 | fax 612-376-4850
CLAconnect.com

July 2, 2019

Ms. Claire Blesser, District Administrator
Riley-Purgatory-Bluff Creek Watershed District
18681 Lake Drive East
Chanhassen, MN 55317

Dear Ms. Blesser:

Thank you for inviting us to propose our services to you. We gladly welcome the opportunity to share our approach to continuing to help Riley-Purgatory-Bluff Creek Watershed District (“the District”) meet your needs for assurance and compliance services. The enclosed proposal responds to your request for auditing services for the fiscal year ending December 31, 2019 and 2020.

At CliftonLarsonAllen LLP (CLA), our greatest strengths correspond to your most critical needs; we possess the full spectrum of resources needed to most effectively help the District’s management team meet their goals – all at a very competitive rate. We believe we are the most qualified firm to audit Riley-Purgatory-Bluff Creek Watershed District because of:

- ***Specialized Government Insight and Resources.*** As the one of the nation’s leading professional services firms, and one of the largest firms who specialize in the public sector, CLA has the experience and resources to assist the District with their audit needs. In addition to your experienced local engagement team, the District will have access to one of the country’s largest and most knowledgeable pools of public sector resources.
- ***OMB Uniform Guidance (UG) Experience.*** CLA performs single audits for hundreds of organizations annually, ***ranking top in the nation for the number of single audits performed by any CPA firm.*** The single audit requires a specific set of skills in order to properly perform the procedures. As such, we have developed a group of professionals who specialize in providing single audit services.
- ***Strong Methodology and Responsive Timeline.*** In addition to the 300 governmental entities in Minnesota we serve, we currently serve more than 2,700 governmental organizations nationally. Our staff understands your complexities not just from a compliance standpoint, but also from an operational point of view. We have developed a work plan that takes into consideration your unique needs as a governmental entity in Minnesota. The work plan also minimizes the disruption of your staff and operations, and provides a blueprint for timely delivery of your required reports.
- ***Communication and Proactive Leadership.*** the District will benefit from a high level of hands-on service from our team’s senior professionals. We can provide this level of service because, unlike other national firms, our principal-to-staff ratio is similar to smaller firms – allowing our senior level professionals to be involved and immediately available throughout the entire engagement process. Our approach helps members of the engagement team will stay abreast of key issues at the District, and take an active role in addressing them.

- ***A Focus on Providing Consistent, Dependable Service.*** We differ from other firms in that our corporate practice focuses on the needs of public sector clients. CLA is organized into industry teams, affording our clients with specialized industry-specific knowledge supplemented by valuable local service and insight. Therefore, the District will enjoy the service of members of our state and local government services team who understand the issues and environment critical to governmental entities.

Thank you for this opportunity to present our letter of interest. If you have any questions about our offerings, please do not hesitate to contact me.

Sincerely,

CliftonLarsonAllen LLP



Christopher Knopik, CPA, CFE

Principal

612-397-3266

Christopher.Knopik@claconnect.com



Firm Qualifications and Experience

CLA exists to create opportunities for our clients, our people, and our communities through industry-focused wealth advisory, outsourcing, audit, tax, and consulting services. Our broad professional services allow us to serve clients more completely — from startup to succession and beyond.

Our professionals are immersed in the industries they serve and have specialized knowledge of their operating and regulatory environments. With more than 6,100 people, more than 120 U.S. locations, and a global affiliation, we bring a wide array of approaches to help clients in all markets, foreign and domestic.



CLA serves more than 2,700 governmental entities across the country of which more than 300 are located within Minnesota. Our client base across the United States includes full state wide audits, federal departments, counties, cities, school districts, and special districts.

We respond to your stated needs in a thorough and easy-to-follow manner. We understand your most important and relevant needs are:

- **A team of professionals carefully-selected for compatibility with Minnesota State Armory Building Commission's needs and circumstances** — Your service team understands the strategic, operational, and regulatory issues impacting local governments and non-profit organizations. These professionals dedicate a substantial percentage of their time assisting public sector entities with financial, regulatory, and information security matters.
- **Efficiency** — Our goal is to provide exceptional client service at the lowest possible cost. A well-planned and well-executed engagement by an experienced service team will minimize disruption to your staff and enable timely completion of all deliverables.
- **Industry experience** — By engaging CLA, you will be served by an engagement team with enthusiasm and desire to meet and exceed expectations. We are confident that our industry experience will reveal new ideas, new approaches, and new opportunities for the Building Commission
- **We are local!** — All of the personnel assigned to your engagement team are located in our Minneapolis, Minnesota office, so we are available to meet with you at your request without additional constraints for travel and additional costs.
- **A high principal/staff ratio** — One of the indicators of audit quality is principal/staff ratio. The Building Commission can count on one point of contact, Christopher Knopik, and greater principal attention than many other firms provide. Our principal/staff ratio of 1-to-6 allows CLA to provide a high level of executive attention with national reach and resources.
- **Competitive professional fees** — CLA's professional fees are comparable to other national firms, and we have national resources available to assist with local engagements.

Location from which work will be performed

Your engagement will be managed from our Minneapolis, Minnesota office. The location of the office is as follows:

CliftonLarsonAllen LLP
220 South Sixth Street, Suite 300
Minneapolis, MN 55402



ENGAGEMENT TEAM QUALIFICATIONS AND EXPERIENCE

The professionals at CLA operate as a team. We have found that the best way to thoroughly meet the needs of our clients is to work together, utilizing each other's areas of specialty. Our principals and managers stay closely involved with all of our clients so that you know your engagement will be handled with the highest degree of accuracy and professionalism.

Christopher G. Knopik, CPA, CFE	
Position	Audit Principal
Functional Responsibility	Chris will oversee all engagement responsibilities for Riley-Purgatory-Bluff Creek Watershed District.
Professional Certifications	Certified Public Accountant, licensed in Minnesota Certified Fraud Examiner(national certificate)
Professional Affiliations	American Institute of Certified Public Accountants Minnesota Society of Certified Public Accountants Minnesota Government Finance Officers Association Association of Certified Fraud Examiners National Association of College and University Business Officers
Education	Bachelor of science, accounting, Bemidji State University
Years of Experience	15
Relevant Experience	Chris works exclusively with state and local government clients, including cities, towns, counties, colleges and universities, and special districts, and has extensive experience with single audits of federal grant programs under the Uniform Guidance. A sampling of his governmental clients includes: <ul style="list-style-type: none"> • City of Avon • City of Delano (including Fire Relief Association) • City of Eden Prairie (including Fire Relief Association) (GFOA award recipient) • City of Elk River (including Fire Relief Association) (GFOA award recipient) • City of Gem Lake • City of Lakeville (including Fire Relief Association) (GFOA award recipient) • City of Little Canada (GFOA award recipient) • City of Mahtomedi (GFOA award recipient) • City of Stillwater (GFOA award recipient) • Minnesota State Colleges and Universities • Stillwater Water Commission • White Bear Township (GFOA award recipient) • Dakota County (GFOA award recipient) • Sherburne County (GFOA award recipient) • Carver County (GFOA award recipient) • Turtle Creek Watershed District • Cedar River Watershed District • Brown's Creek Watershed District • Vadnais Lake Water Management Organizaiton



Lucas Chase, CPA

Position	Manager
Functional Responsibility	Lucas will be the manager for the audit and manage all fieldwork personnel.
Professional Certifications	Certified Public Accountant, licensed in Minnesota
Professional Affiliations	<ul style="list-style-type: none"> • American Institute of Certified Public Accountant, member • Minnesota Society of Certified Public Accountants • Minnesota Government Finance Officers Association
Education	Bachelor of Science, Accounting, Bemidji State University, Minnesota
Years of Experience	6
Relevant Experience	<p>Lucas works exclusively with state and local government clients (including: cities, towns, counties, and special districts) and has extensive experience with audits under the Uniform Guidance for federal grant programs. A sample of past and current clients, include:</p> <ul style="list-style-type: none"> • City of Elk River (GFOA award recipient), including Fire Relief Association • City of Lakeville (GFOA award recipient), including Fire Relief Association • Washington County (GFOA award recipient) • City of Eden Prairie (GFOA award recipient), including Fire Relief Association • City of Minnetrista (GFOA award recipient) • City of Mahtomedi (GFOA award recipient) • City of Stillwater (GFOA award recipient) • White Bear Township (GFOA award recipient) • Dakota County (GFOA award recipient) • Sherburne County (GFOA award recipient) • Carver County (GFOA award recipient) • Brown’s Creek Watershed District
Relevant Continuing Professional Education	<ul style="list-style-type: none"> • Single Audit Training • Yellow Book Training • MN School Districts internal training • Government conference internal training • Annual A&A updates

Commitment to staff continuity

We are committed to providing continuity throughout this engagement. It is our policy to maintain the same staff throughout an engagement, providing maximum efficiency and keeping the learning curve low. We are also flexible in exploring alternative strategies to non-mandatory rotation policies. In any business, however, turnover is inevitable. When it happens, we will provide summaries of suggested replacements and will discuss re-assignments prior to finalizing. We have an adequate number of qualified staff members to provide the District with top service over the term of the engagement.



Audit Experience

Riley-Purgatory-Bluff Creek Watershed District will be served by knowledgeable CPAs who are committed to serving local governments. This is our focus – it is not an “off-season” sideline. Our firm has more than 30 years of experience in government auditing. Our experience includes providing auditing and consulting services to more than 200 governmental entities across Minnesota; we are the largest Minnesota-based public accounting firm with a very heavy emphasis in servicing local governments.

In addition to audit services, we have assisted our government organizations with the following services:

- Assistance in retaining the Certificate of Achievement for Excellence in Financial Reporting Award
- Tax consultation availability for income, sales and use, and payroll related matters (including the Affordable Care Act)
- Close monitoring of the ongoing activity of the Minnesota Legislature to keep abreast of the latest legislative intents and proposals in order to be a resource to our clients when they are evaluating the impacts of pending legislation

Governmental experience

CLA offers the credibility, reputation, and resources of a leading professional services firm — without sacrificing the small-firm touch. We bring unsurpassed levels of technical excellence, commitment, and dedication to our clients, which have made us one of the most successful CPA firms serving governmental entities. Our strong reputation for serving state and local government units provides the District the confidence in their decision to select CLA as their professional service provider.

CLA has one of the largest governmental audit and consulting practices in the country, serving more than 2,100 governmental clients nationwide. Public sector clients represent approximately one-quarter of all firm-wide revenue, and each of the government



services team members are thoroughly versed in the issues critical to complex governmental entities.

Our professionals have deep, technical experience in serving governmental entities. As a CPA firm experienced in serving state and local units of government, we are very aware of the financial and legal compliance requirements that government officials are faced with daily. This creates complexities and service issues within a unique operational and regulatory environment. Because of our

experience, we have become adept at providing our clients with insights in this environment not typical of other CPA firms.

Our continuous growth in working with the government sector has come about because we continually provide assistance to our clients in meeting their objectives.

We have been constructive and supportive with as little interruption to their activities as is possible. We have pointed out inefficiencies, poor accounting practices, and in some instances, suspected fraud.



Experience with tax-exempt bonds

Our firm is routinely involved with the issuance of government debt, both large and small. We are very familiar with both the underlying professional standards and underwriter requirements. We understand the need for acting expeditiously when opportunities present themselves to our clients, and we stand ready to serve our clients. Any request by Riley-Purgatory-Bluff Creek Watershed District to provide comfort letters associated with any debt offerings will be considered at the time such request is made, giving consideration to environmental and regulatory factors and the nature of the items on which we are requested to provide “comfort.” Comfort letters represent a report of our firm, as do our audit opinions, and are therefore subject to the same quality review processes and procedures as our audits.

Accessibility

CLA’s success is based on providing clients with excellent service on a timely basis. Therefore, Christopher Knopik, the principal-in-charge of your engagement will be available for routine questions – whether addressed in person, via telephone, or email – at no additional charge – a welcome investment in an ongoing relationship. All of our principals and managers have constant access to e-mail. In addition, you will be provided with cell phone numbers of every member of your engagement team. Team members will respond to all questions and requests on the same day that the request is made whenever possible.

The close, personal attention from our senior level personnel, combined with our low principal-to-staff ratio, sets CLA apart from many other CPA firms.



Billing Rates

We propose a fee of \$15,450 and \$15,950 (including out-of-pocket expenses) to perform the audit and draft the financial statements and notes for the year ended December 31, 2019 and 2020, respectively. See the detail rate and fee schedule below:

Schedule of Professional Fees and Expenses			
December 31, 2019 and 2020 Financial Statement Audit – Riley-Purgatory-Bluff Creek Watershed District			
2019			
	Hours	Discounted Hourly Rate	Total
Principal	15	\$220	\$3,300
Manager	20	170	3,400
Staff	80	105	8,400
Administrative	5	70	350
Subtotal			\$15,450
Out-of-pocket expenses			-
Transportation			-
Total-All-Inclusive Maximum 2019			\$15,450
Total-All-Inclusive Maximum 2020			\$15,950

Note 1: Rate charged for accounting services will be at the discounted rates indicated above.

Note 2: Additional fees related to federal awards (single audit) are estimated to be **\$2,750** per major grant, if required.

Note 3: The amounts shown above include all out-of-pocket expenses.

Note 4: The amounts above include assistance with filing the OSA financial reporting form, if requested.

Note 5: The amounts above include assistance with calculation and recording of the GASB 68 liabilities

Our last word on fees – we are committed to serving you. Therefore, if fees are a deciding factor in your selection of an accounting firm, we would appreciate the opportunity to discuss with you the scope of our audit plan.

At CliftonLarsonAllen, it's more than just getting the job done.



Partial Listing of Government Clients

A partial listing of our 300+ governmental clients for the fiscal year ending **December 31, 2018**, follows:

Municipality	County	Public Utilities
Bennington Township	Aitkin County	Aitkin Public Utilities
Buffalo Township	Becker County	BENCO Electric Cooperative
City of Adams	Beltrami County	Brainerd Public Utilities
City of Alden	Benton County	Delano Water Light and Power Commission
City of Austin	Blue Earth County - 2019	Glencoe Light and Power Commission
City of Avon	Bois De Sioux Watershed District	Nobles Cooperative Electric
City of Barnesville	Carver County	Northland Connect Broadband LLC
City of Bigfork	Cottonwood County	Renville-Sibley Cooperative Power Association
City of Blue Earth	Countryside Public Health Services	Runestone Electric Association
City of Brainerd	Crow Wing County	Stearns Electric Association
City of Brandon	Dakota County	Steele-Waseca Cooperative Electric
City of Breezy Point	Des Moines Valley Health and Human Services	Traverse Electric Coop Inc.
City of Brooklyn Park	Dodge County	Water and Light Commission of the City of Moose Lake
City of Browns Valley	Douglas County	
City of Buffalo	East Central Regional Development Commission	
City of Carlos	Freeborn County	Other Governmental Entities
City of Clarks Grove	Gateway Corridor Commission	Alexandria Firemen's Volunteer Relief Association
City of Conger	Goodhue County	Becker County EDA
City of Courtland	Hennepin County Environmental Services	Buffalo Firemen's Relief Association
City of Crosby	Horizon Public Health	Cedar River Watershed District
City of Crosslake	Human Services Of Faribault & Martin Counties	Courtland Firemen's Relief Association
City of Deerwood	Itasca County	City of Hastings Fire Relief Association
City of Delano	Jackson County	Delano Fire Department Relief Association
City of Dexter	Kanabec County	Destination Medical Center Corporation
City of Eden Prairie	Lac qui Parle County	Eden Prairie Firefighters Relief Association
City of Elk River	Lincoln County	Elk River Fire Relief Association
City of Fifty Lakes	Lyon County	Hayward Fire Department Relief Association
City of Garfield	Mower County	Lafayette Community Fire Protection Association
City of Garrison	Nobles County	Lake Johanna Firefighter Relief Association
City of Gem Lake	Pine County	Lakeville Fire Relief Association
City of Glencoe	Pope-Douglas Solid Waste	Little Canada Firefighter's Relief Association
City of Grant	Ramsey County	Minnesota Armory Building Commission
City of Greenwood	Ramsey/Washington Suburban Cable Commission	Minnesota Municipal Money Market Fund
City of Hayfield	Region 4 South Adult Mental Health	Onamia Firemen's Relief Association
City of Hopkins	Rice County	Pequot Lakes Firemen's Relief Association
City of Independence	Rice-Steele Consolidate Dispatch	Sauk Centre Fire Department Relief Association
City of Ironton	Rock County	SE Minnesota Emergency Communications Board
City of Kenyon	Rock County Rural Water	Sourcewell
City of Kimball	Rock Soil & Water Conservation District	Southeast Minnesota Violent Crime Enforcement Team
City of Lakeville	Rock-Nobles Community Corrections	Stillwater Board of Water Commissioners
City of Little Canada	Sherburne County	Turtle Creek Watershed
City of Littlefork	Southwestern MN Adult Mental Health Consortium	
City Of Mahtomedi	St Louis County	
City of Marine on St. Croix	Swift County	Special Districts
City of Minnetrista	Stearns County	Minnesota Sports Facilities Authority
City of Moose Lake	Todd County	Ramsey/Washington Suburban Cable Commission
City of North Branch	Todd Soil & Water Conservation District	Sherburne Wright County Cable Communications Commission
City of Onamia	Todd-Wadena Community Corrections	Viking Library System
City of Orono	Wadena County	Airport and Transit Authority
City of Ortonville	Washington County	Albert Lea Port Authority
City of Owatonna	Western Lake Superior Sanitary Sewer District	Port Authority of the City of St. Paul
City of Ranier	Wright County	
City of Redwood Falls		
City of Rice Lake		
City of Royalton		
City Of Sauk Centre	Housing Authorities	
City of Stillwater	Austin Housing & Redevelopment Authority	
City of Trimont	Bluff Country HRA	
City of Warren	Brainerd Housing & Redevelopment Authority	
City of Windom	Chippewa County Housing & Redevelopment Authority	
Foster Township	Crosby Housing & Redevelopment Authority	
Franklin Township	Crow Wing County HRA	
Grafton Township	Cuyuna Range Housing, Inc.	
Laketown Township	Housing & Redevelopment Authority Of Moose Lake	
Marysville Township	Mower County Housing & Redevelopment Authority	
Mission Township	Owatonna Housing & Redevelopment	
New Market Township	Sauk Centre Housing and Redevelopment Authority	
Ravenna Township	St. Croix Chippewa Housing Authority	
Sylvan Township		
Town of May		
Vadnais Lake Area Water Management Organization		
White Bear Township		GFOA Certificate Program CAFR



Personnel Committee

June 24, 2019

4:00 pm

Attendees: Jill, Claire Bleser and Dorothy

Members of the public attending: None

District Administrator's performance review process was discussed. DA Bleser reported the job description questionnaire from Baker Tilly had arrived, with her intention to complete input by the end of this week. Discussion followed concerning the work plan vs. job description. The work plan follows the 10-year plan, and should be incorporated with the description. DA Bleser will be including the work plan with the budget workshop scheduled for July, as it ties directly into the District finances.

Claire's review is due August 1; discussion ensued about what process would work fairly to help RPBCWD and the DA. The following timeline was set forth: we will meet with Sharon from Baker Tilley at our next Personnel Committee meeting July 15, requesting Baker Tilley's input on how to best perform the review; that process will be brought to the August Board meeting for approval; the review itself will be done during the month of August, with the announcement of the review to be made at the regular Board meeting in September.

Next Personnel Committee meeting was set for Monday, July 15 at 9:00 pm at the RPBCWD offices.

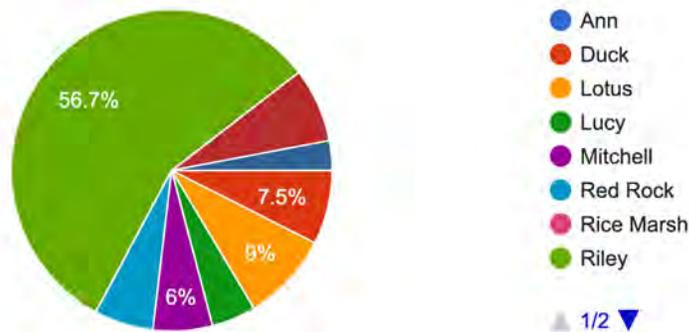
2019 Lake Service Provider Survey Results

Summary:

A majority of shoreline residents utilize Lake Service Providers. A majority utilize the public access to perform the work they were hired to do. LSP primarily are used to install and remove docks as well manage aquatic vegetation. Note of a surprise some are used to manage irrigation systems. Typically, the same LSP is used year to year. Most of the installs and removals are done in May (early to mid) and October (mid to late). Three out of ten homeowners have discussed AIS with their LSP. Twenty-two survey respondents also provided general comments about their lakes ranging from higher water levels on Duck Lake to descriptive action they have taken all the way to aquatic vegetation management.

Which lake do you live on?

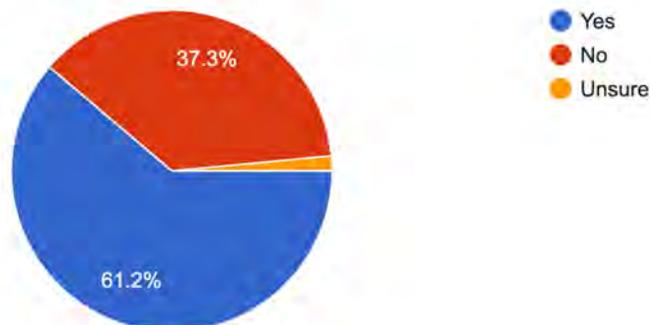
67 responses



Maroon Silver, Dark Blue Silver

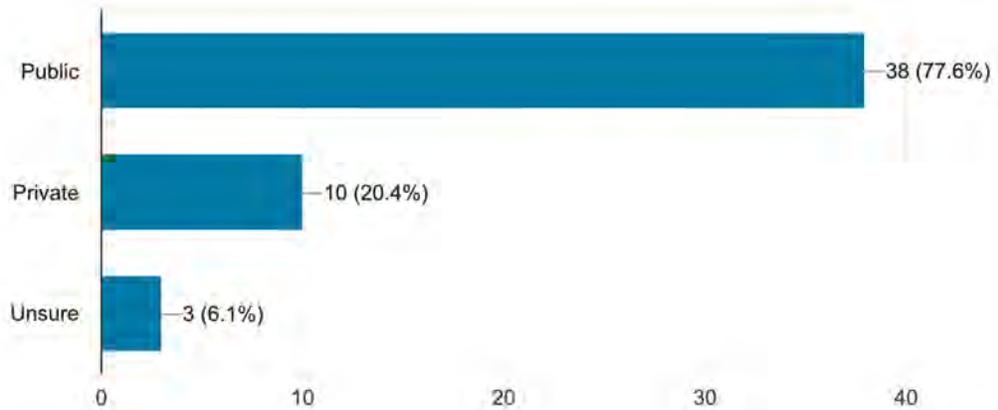
Do you utilize a Lake Service Provider (LSP)?

67 responses



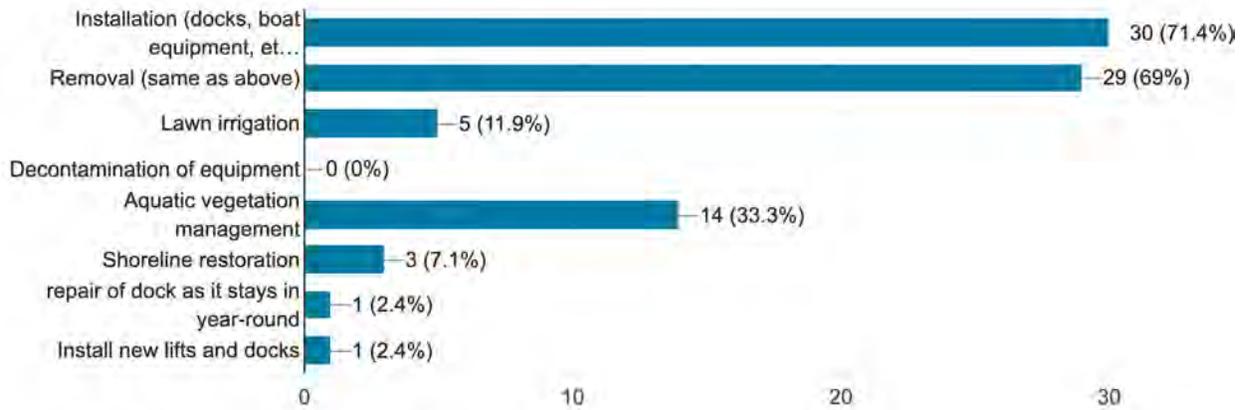
Do they utilize a private or public access?

49 responses



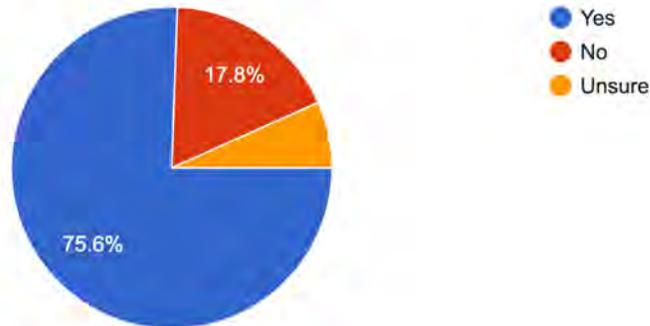
What services does your LSP provide to you?

42 responses



Do you utilize the same LSP from year to year?

45 responses



What times of the year do you utilize LSP? 39 responses

- Early-mid May. Late Sept
- Every 3-4 years, when dock needs leveling or repair
- one time installation this spring
- Mid May, Mid Oct
- July
- Early May, Early October
- Mid-June
- Generally 2-3 weeks after ice out No set time, they come when they can.
- ASAP in Spring. Late Oct
- Early to Mid June
- Dock in may as early as able and out early October
- Early May, late Oct
- Dock in late April out late sept. Weeds 2 treatments :June 22, July 22
- Mid May to mid October
- Mid May, late september
- Early May and early October
- spring & fall
- Late April, Early May, Late June, Late July, Late August, Early October
- One time use planned for small dock installation
- Mid May - Mid October
- Mid May and Last week of October
- Spring for installation, Fall for removal
- Early May and late October.
- May; October
- Spring and fall for install and remove for winter.
- May
- We try for May 1 and October 31 but it rarely happens.
- May and October
- Late May and late October
- As soon as possible after ice-out (ranges from April to the end of May), and anytime in October which is determined by when they plan to be on Lake Riley.

Spring, Summer and Fall

Dock in about week after ice out, Dock out close to first freeze, or mid- to late-Oct. Scuba weed control 3x (may/june, july/aug, Sept?)

May and October for sprinkler setup/winterize June and August for weed treatment

Middle of May to end of October

Early May and mid October for docks; monthly for shoreline/weed management

Whenever they come. Usually late may and October

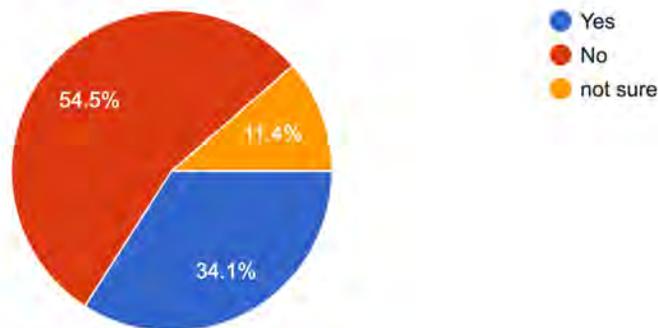
Early May and late October

Over the ice shoreline restoration.

Late April/early May and mid October

Have you and your LSP had conversations about aquatic invasive species?

44 responses



Anything else you would like to share with the Watershed District?

22 responses

Yes and was told they followed protocol. However early this spring I found out they were stopped at launch for zebra mussels x 2 last year. I did not use them to put in my dock this year and will be looking for a different provider this fall.

No

The LSPs are on the lake before and after the inspectors are on the job.

LSP comes in with waders used in other lakes--could those carry AIS in?

Why did the City of Eden Prairie lower our lake outlet after the DNR refused a permit to do so? Please respond to steve.buechler@mnsu.edu

all of our work was non-aquatic planting

I allowed treatment for curly leaf pond weed on my lake shore area on Lake Susan last summer (2018) and it killed lots of weeds but the rotting weeds turned into a floating mass of black goo from water's edge to 10' out until fall. I removed the stuff from my lake shore but it filled back in within a couple days. I would rather have no treatment done. The pond weed dies back on it's own by July anyway. I do not want lake weed treatment on Lake Susan.

Weeds preventing Riley Lake access from Deerfoot Trail dock.

. unable to canoe or sail because of duckweed please adjust water level

The city contracts with a weed harvester. We usually have the same company clear ~ 2500 sq feet that can be cleared without a permit.

Spear fishing should be prohibited on Lake Riley because spear-fishers are taking all the large Northerns out of the lake and there are a limited supply. We have noticed that fishing has gotten markedly worse in the last 2 years because of this.

Please insist on inspections!

A lot of wildlife / birds on the lake this year

Please help clean up our lakes--they are prized natural resources that are on the decline!!!

The weeds are absolutely horrible this year. I wish more could be done to reduce the appearance so that the lake could be more user friendly, it also smells and is embarrassing. Also a larger horsepower engine would be nice to be able to use. 10 HP hardly moves my pontoon.

Is it feasible to have required information sessions for the providers to be aware of safe practices? Or is there a booklet that we the homeowners could share and discuss with each provider to let them know of our concerns?

Is Duck lake outlet set by EP 10" lower than DNR approved level? If so, I would like outlet 10" higher, on such a shallow lake.

Can you get the personal at the public launch to remind PWC of the operation. It might even be helpful to post daily the time they should be off the lake. I have observed operating after sunset, which is an accident waiting to happen. A call to enforcement to educate the violators by the attendant would be helpful also.

The irrigation guys come to our house, and the weed treatment company launches at the ramp.

Our lake is a mess! Do we need a permit to use LSP?

At this point we have no dock or other need for services (e.g. not treating weeds, etc.)

Kill the weeds!

July 2, 2019

Dick Ward, RPBCWD President
Riley Purgatory Bluff Creek Watershed District
18681 Lake Drive East
Chanhassen, MN 55317

RE: Riley Purgatory Bluff Creek Watershed District Annual Report

Dear President Ward:

Board of Water and Soil Resources (BWSR) staff have received and reviewed the 2018 Riley Purgatory Bluff Creek Watershed District (District) Annual Report and annual audit. The materials include all required information. The District has become a leader in the State for its watershed management with the Regulatory, Education & Outreach and Data Collection programs along with its project implementation. All of the communication materials are clear to the audience on the justification for why the District is pursuing its activities and demonstrate the major outcomes. We would also like to commend the District for taking the lead role in the Hennepin County-wide and Minnesota River Basin chloride reduction through the Watershed-Based Funding program. Many programs like these require local government units to step up in order to guide them in a successful direction which the District has clearly done.

I would also like to recognize the excellent work that the District has done on the update to its comprehensive water resources management plan which was approved by the BWSR board in the past year. We feel that it positions the District to continue to excel in implementation by making decisions that are grounded in science-backed data.

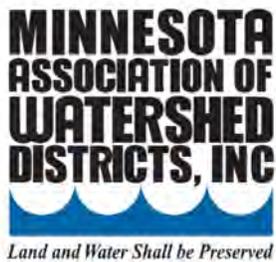
If you have any questions, please feel free to contact me at 651-249-7519, steve.christopher@state.mn.us

Sincerely,



Steve Christopher
Board Conservationist

Cc: Claire Bleser, RPBCWD Administrator (via email)



Memo

DATE: July 1, 2019
TO: MAWD Members
FROM: Sherry Davis White, Resolutions Committee Chair
RE: 2019 Request for Resolutions

It is that time of year for MAWD members to submit their policy recommendations through our resolutions process. Here are the next steps and timeline:

- | | |
|---------------------------|--|
| July / August | Districts discuss and approve resolutions at their local board meetings |
| September 1 | Deadline to submit resolutions and background information documents to the MAWD office at emily@mnwatershed.org |
| Mid-October | Resolutions Committee will review resolutions, garner further information when necessary, discuss and make recommendations on them to the membership |
| November | Resolutions (along with committee feedback) will be emailed to each district by the end of October. Districts should discuss the resolutions at their November meetings and decide who will be voting on their behalf at the annual meeting. |
| Dec 5 – Dec 6 | Discussion and voting to take place at annual meeting |
| December / January | Legislative Committee will meet to formulate a recommendation to the MAWD Board of Directors for the 2019 legislative platform based on existing and new resolutions |
| January | MAWD Board of Directors will finalize the 2019 legislative platform |

Resolutions passed by the membership at the annual meeting will remain MAWD policy for five years upon which time they will sunset.

See the enclosed lists for resolutions that are active and those that have been archived.

Tips and tricks for writing resolutions and getting them passed can be found on our website at www.mnwatershed.org/s/July17_Resolutions101.pdf

Please feel free to contact me or our Executive Director Emily Javens if you have any questions at emily@mnwatershed.org or (651) 440-9407.

THANK YOU FOR YOUR EFFORTS IN OUR POLICY DEVELOPMENT!

Background Information

2019 MAWD Resolution

Proposing District: _____

Contact Name: _____

Phone Number: _____

Email Address: _____

Resolution Title: _____

Background that led to the submission of this resolution:

Ideas for how this issue could be solved:

Anticipated support or opposition from other governmental units?

This issue is of importance to (Check one)

The entire state _____

Only our region _____

Only our district _____

Active MAWD Resolutions

July 1, 2019



FUNDING ISSUES

2018-02 Increase or Remove the \$250k General Fund Tax Levy Limit

MAWD supports legislation to increase or remove the \$250,000 general fund ad valorem tax levy limit set in MN statute 103D.905 subd. 3. If the limit is raised to a new dollar amount, MAWD supports an inflationary adjustment be added to statute.

2017-05 Increase the General Fund Levy Cap for the Middle Fork Crow River Watershed District

MAWD supports the efforts of Middle Fork Crow River Watershed District to draft and advance special legislation affecting a change in its general fund levy cap.

2017-06 Provide Stable Funding for the Flood Damage Reduction (FDR) Program

MAWD support requesting the MN Legislature to provide stable funding for the DNR FDR program. A suggested sustainable level of funding is \$25 million per year for the next 10 years.

2016-03 Tax Law Treatment of Conservation Easements

MAWD pursue a legislative initiative to define "riparian buffer" for purposes of conservation easements in state tax code and to establish an administrative procedure whereby a watershed organization would certify, for purposes of section 273.117, a conservation easement or restriction as meeting the water quantity and quality purposes cited in the tax law and therefore be eligible for a reduction in estimated market value.

2015-02 Road Raises for Cities with Levees

MAWD supports the State of Minnesota providing financial support through the MN DNR Flood Damage Reduction Program to cost share with local, state, and federal road authorities to provide road raises as an additional feature of flood control levee projects.

PERMITTING ISSUES

2018-08 Reinforce Existing Rights to Maintain/Repair 103E Drainage Systems

MAWD supports legislation modeled after House File 2687 and Senate File 2419 of the ninetieth legislature (2017-2018) reinforcing that the DNR cannot restrict existing rights to maintain and repair 103E public drainage systems.

2018-04 Require Watershed District Permits for the DNR

MAWD supports an amendment to the MN Statute § 103D.315, subd. 5, to include the MN Department of Natural Resources as a state agency required to get permits from watershed districts when applicable.

2015-01 Encourage DNR to Permit Storing Water on DNR Land

MAWD should appoint a committee to in turn propose meeting with the DNR to discuss the potential for temporarily storing water on existing wetlands controlled by the DNR in the times of major flood events.

2015-05 Improvements in Process with Permitting Authorities for Water Quality Improvement Projects

MAWD call on all permitting authorities:

1. To identify all regulatory requirements and applicable standards that have been developed, formalized, and codified into applicable laws, statutes, and rules that apply to proposed water quality improvement projects within 30 days of receiving a permit application.
2. To coordinate with permit applicants on proposed water quality improvement projects as part of the technical advisory committee process
3. To consider the development of internal technical advisory/evaluation committees within each authority to review proposed water quality improvement projects
4. To allow permit applicants to address all members of each authority's organization that are offering comments and concerns on a proposed water quality improvement project early on through the technical advisory committee process, instead of trying to go through one contact person at each authority.

WATER IMPAIRMENTS AND AQUATIC INVASIVE SPECIES

2017-02 Temporary Lake Quarantine Authorization to Control the Spread of AIS

MAWD supports legislation granting to watershed districts, independently or under DNR oversight, the authority, after public hearing and technical findings, to impose a public access quarantine, for a defined period of time in conjunction with determining and instituting an AIS management response to an infestation.

2017-04 Limited Liability for Certified Commercial Salt Applicators

MAWD supports passage and enactment of state law that provides a limited liability exemption to commercial salt applicators and property owners using salt applicators who are certified through the established salt applicator certification program who follow best management practices.

COORDINATED LOCAL AND STATE WATERSHED MANAGEMENT PLANNING

2018-06 Ensure Timely Updates to Wildlife Management Area (WMA) Plans

MAWD supports that Wildlife Management Area (WMA) operation and maintenance plans and/or management plans are either drafted or brought current in a timely fashion, with input from local governmental entities, to ensure their consideration in future One Watershed One Plan efforts.

2017-07 Creation of a Stormwater Reuse Task Force

MAWD pursue legislation requiring creation of a Stormwater Reuse Task Force with membership from Watershed Districts, Cities, Counties, State Agencies and other Stormwater Reuse implementers; and that the Stormwater Reuse Task Force should be charged with developing recommendations that further clarify and/or replace the information in the Water Reuse Report that relates to stormwater reuse best management practices.

2015-07 Review Commitment to Clean Water Council Process for Recommendations to Governor and Legislature on Spending Priorities of the Clean Water Fund

MAWD undertake a review of our commitment to the present Clean Water Council funding recommendation process and make a recommendation to the membership at our 2016 Annual Meeting on our continued participation in that process.

2015-06 Establishment of Minnesota River Basin Commission

MAWD supports the legislative establishment of a MN River Basin Commission to provide effective and efficient proactive comprehensive basin planning; administration; project development; implementation; construction and maintenance or water resource projects and programs of benefit to the MN River Basin with a focus on water quantity and water quality management.

STATE BOARD AND COUNCIL APPOINTMENTS

2018-03 Require Timely Appointments to the BWSR Board

MAWD supports legislation that requires the Governor to make BWSR board appointments within 90 days of a vacancy or board member term expiration.

2018-09 Clean Water Council Appointments

MAWD may ask the representative of the Clean Water Council to resign when they lose their direct association to a watershed district; and that MAWD will recommend to the Governor's office that managers and/or administrators in good standing with MAWD be appointed to the Clean Water Council.

2015-08 Protect the Integrity of the Clean Water Council Appointments

MAWD pursue legislation to protect the integrity of Clean Water Council appointments by supporting legislation similar to the BWSR appointment process for local government appointments, and that any state agency influence on the appointment process for local government representatives or any other specific represented groups on the Clean Water Council not be tolerated.

WATERSHED DISTRICT OPERATIONS

2016-01 Making Human Resources Expertise Available to Districts through MAWD

MAWD research potential options of making human resources expertise available to districts and make every effort to assure districts have access to the expertise they need to effectively manage their organizations.

Archived MAWD Resolutions - July 1, 2019

2013 Approved Resolutions		Reason for Removal and Date of Archiving	
2013-01	Support Funding for Engineer Study on Floodwater Retention Pond for LqP YB WD	Expired via sunset policy	June 2019
2013-02	WD Eligibility under COE's Regional General Permit	Expired via sunset policy	June 2019
2013-03	Restore Consistency and Predictability to WCA & CWA Exempted Activities	Expired via sunset policy	June 2019
2013-04	Consolidate Watershed Boundary Correction	Expired via sunset policy	June 2019
2013-05	Statutory Correction on WD Funds	A more current resolution is on the books (2016-04)	JAN 2019
2013-06	Authorize WD manager participation in electronic meetings	A more current resolution is on the books (2016-05)	JAN 2019
2013-07	Amend Water appropriation law to remove water quality projects	This issue was passed in the environment bill	JAN 2019
2013-08	Support Sales tax exemption for WDs	This issue was passed in the taxes bill	JAN 2019
2014 Approved Resolutions			
2014-01	Repair of Flood Damage in the Prior Lake Outlet Channel	This issue was passed in the bonding bill	JAN 2019
2014-02	Common Carp Mangement, Research, and Removal	A more current resolution is on the books (2018-07)	JAN 2019
2014-03	Development, Adoption and Communication of MAWD Legislative Agenda	Completed. (Core function of the executive director)	JAN 2019
2014-04	Leasing Lands Purchased with State General Obligation Bonds	This passed in the bonding bill	JAN 2019
2014-05	Watershed District Appointments to BWSR	A more current resolution is on the books (2018-03)	JAN 2019
2015 Approved Resolutions			
2015-03	Increase Manager's Per Diem	A more current resolution is on the books (2018-01)	JAN 2019
2015-04	Watershed District Input on MN DNR Buffer Protection Map	Completed.	JAN 2019
2015-09	Proposed Changes to the 2015 Buffers Law	Clarifying buffer legislation was adopted	JAN 2019
2016 Approved Resolutions			
2016-02	Correcting Watershed-Based Wetland Conservation Act Implementation	This passed in environmental finance bill	JAN 2019
2016-04	Amend MN Statute 103D.905 Subd. 9 to Allow a Project Tax for All Types of Grants	Passed 2019 Legislative Session	June 2019
2016-05	WD Manager Meeting Participation via Electronic Means Outside WD Limits	Resolved via Advisory Opinion 18019	June 2019
2016-06	Modify Levy authority for non-metro WDs/Increase levy authority	A more current resolution is on the books (2018-02)	JAN 2019
2016-07	Appropriation for Buffer Enforcement for WD/Counties	This passed in the environmental finance bill	JAN 2019
2017 Approved Resolutions			
2017-01	State Watershed Program Coordination with Local Watershed Implementation	Passed 2019 Legislative Session	June 2019
2017-03	Conservation Reserve Program (CRP) Support in the 2018 Federal Farm Bill	Done - Farm Bill passed	June 2019
2018 Approved Resolutions			
2018-01	Allow an Increase to Manager Compensation	Passed 2019 Legislative Session	June 2019
2018-05	Adjust Watershed District Statutory Borrowing Limit	Resolved	June 2019
2018-07	Remove impediments to Common Carp Removal in Lakes	Passed 2019 Legislative Session	June 2019