



**South Washington Watershed District-Regular Meeting
Tuesday May 8, 2012 7:00 p.m.
Woodbury Public Works Conference Room
2301 Tower Drive, Woodbury, MN**

AGENDA

- 1) Call to Order and Setting of Agenda
- 2) Public Open Forum
- 3) Consent Agenda
 - a) Approval of Minutes
 - i) 4/10/2012 Regular Meeting
 - ii) 4/30/2012 Workshop Meeting
 - b) Treasurers Report
 - i) Accounts payable April 12
 - ii) Financials year to date and Fund Balances
 - iii) Authorize Partial Payment No. 1, Newport Ravine Project, \$158,101.88
 - c) Calendar/Meetings
 - i) Regular Board and MS4 Public Hearing Meeting Tuesday May 8
 - ii) SWWD CSAH/Overflow Workshop, Tuesday May 22
 - iii) Regular Board Meeting Tuesday June 12
 - iv) MAWD Summer Tour, June 21-23
 - v) Board Workshop Central Draw Overflow/CSAH 19-20-22 Tuesday June 26
 - d) Development Reviews
 - i) See Consent Agenda for Listing
 - ii) Wilmes Lake Sub-watershed Storage Analysis
 - e) Cost Share Program-Applications
 - i) Zac Dockter-Cottage Grove (\$1,000.00)
 - ii) Michael McCoy-Cottage Grove (\$1,000.00)
 - iii) Bryan and Becky Erickson-Cottage Grove (\$1,500.00)
 - f) Miscellaneous Correspondence

Post Until 4/11/2012

- 4) Manager Reports
- 5) Administrators Report
 - a) Project Update
 - b) MAWD Summer Tour
- 6) MS4 Annual Meeting
 - a) Public Meeting: Receive public comment SWWD Storm Water Pollution Prevention Plan
- 7) 2011 SWWD Annual Reports
 - a) Discussion: 2011 Annual Reports
 - b) Decision: Accept Financial Audit Year Ending December 31, 2011
 - c) Decision: Accept 2011 Annual Monitoring Report
 - d) Decision: Accept 2011 Annual Report-BWSR
- 8) Wetland Conservation Act
 - a) Discussion: Accepting Administrative Local Government Unit Status
 - b) Decision: Resolution #2012-104, Wetland Conservation Act Local Government Unit
 - c) Decision: Resolution #2012-105, Wetland Conservation Act Local Government Unit
- 9) 2012 Stormwater Utility
 - a) Discussion: 2012 Stormwater Utility Fee Abatement
 - b) Decision: Resolution #2012-103, Abatement 2012 Stormwater Utility Fees
- 10) Cottage Grove Central Ravine Budget Extension
 - a) Discussion: Cottage Grove Central Ravine
 - b) Decision: Cottage Grove Central Ravine Budget Extension
- 11) 2012/2013 SWWD Office Lease
 - a) Discussion: SWWD Office Lease
 - b) Decision: Amendment #12 SWWD Office Lease, City of Woodbury
- 12) Colby Lake Raingarden Project
 - a) Discussion: Colby Lake Raingarden Projects
 - b) Decision: Colby Lake Raingarden Project Contracts
- 13) 2011 SWWD Staff Performance Review
 - a) Discussion: 2011 Administrator Performance Review
 - b) Decision: 2011 Administrator Performance Review
 - c) Discussion: 2011 SWWD Staff Performance Review Summary

Post Until 4/11/2012

South Washington
WATERSHED
District

South Washington Watershed District-Regular Meeting
Tuesday May 8, 2012 7:00 p.m.
Woodbury Public Works Conference Room
2301 Tower Drive, Woodbury, MN

Consent Agenda

- 3) Consent Agenda
 - a) Approval of Minutes
 - i) 4/10/2012 Regular Meeting
 - ii) 4/30/2012 Workshop Meeting
 - b) Treasurers Report
 - i) Accounts payable April 12
 - ii) Financials year to date and Fund Balances
 - iii) Authorize Partial Payment No. 1, Newport Ravine Project, \$158,101.88
 - c) Calendar/Meetings
 - i) Regular Board and MS4 Public Hearing Meeting Tuesday May 8
 - ii) SWWD CSAH/Overflow Workshop, Tuesday May 22
 - iii) Regular Board Meeting Tuesday June 12
 - iv) MAWD Summer Tour, June 21-23
 - v) Board Workshop Central Draw Overflow/CSAH 19-20-22 Tuesday June 26
 - d) Development Reviews
 - i) Final
 - (1) None
 - ii) On Going
 - (1) Health Partners, Woodbury
 - iii) New
 - (1) Wal Mart, Cottage Grove
 - (2) Home Depot, Cottage Grove
 - (3) 3M Carbon Filtration Facility, Cottage Grove
 - iv) Wilmes Lake Sub-watershed Storage Analysis
 - e) Cost Share Program
 - i) Zac Dockter-Cottage Grove (\$1,000.00)
 - ii) Michael McCoy-Cottage Grove (\$1,000.00)
 - iii) Bryan and Becky Erickson-Cottage Grove (\$1,500.00)
 - f) Miscellaneous Correspondence

Post Until 4/11/2012



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Consent Agenda Item a
Title: SWWD Board Minutes	Board Action Requested: Approval of Minutes: 4/10/2012 Regular Meeting 4/30/2012 Workshop Meeting	Required Signatures
Reviewed by: MMM		
Background/Justification:		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments

Regular Meeting
South Washington Watershed District
Tuesday April 10, 2012
7:00 p.m.
Woodbury Public Works Building
2301 Tower Drive, Woodbury, MN

1. **Call to Order**

Manager Hanna called the meeting to order at 7:00 p.m.
Agenda Items Added: Item 4a Don Pereira Oath of Office
Calendar Items Added: April 13, East Metro Water Resources Meeting, and April 17,
Metro MAWD Meeting
Agenda set per Manager Hanna

Roll Call:

Jack Lavold-President
Denny Hanna-Vice President
Brian Johnson -Vice President
Mike Madigan-Treasurer
Don Pereira-Secretary

Staff:

Matt Moore, SWWD Administrator
John Loomis, SWWD Water Resource Technician
Melissa Imse, SWWD Administrative Assistant

Others:

Jack Clinton, SWWD Attorney
Judy Spooner, South Washington County Bulletin

2. **Open Forum**

None.

3. **Consent Agenda**

Items on the Consent Agenda include: March 13, 2012 regular meeting minutes, March 27, 2012 special meeting minutes, March Treasurer's Report accounts payable \$78,715.65 receivables \$120,971.38, 4M fund balance \$14,668,528.86, 2011 GO Bond Balance \$2,757,941.85, Calendar Events, Development Reviews, and Miscellaneous Correspondence. Motion was made by Manager Johnson to accept the consent agenda. Manager Madigan seconded. Motion carried unanimously.

4. **Manager's Report.**

Manager Pereira took oath of office to serve on the SWWD Board from 2012-2015.

- **Manager Lavold-** None.
- **Manager Johnson-** Manager Johnson reported that he attended the Woodbury Prayer Breakfast.
- **Manager Hanna-** None.
- **Manager Madigan-** Manager Madigan reported that he attended the Woodbury Prayer Breakfast.
- **Manager Pereira-** None.

5. Administrator Report

- SWWD Project Updates. Administrator Moore included in the board packet project updates on:

SWWD Watershed Overflow:

The SWWD has prepared ROW maps for the acquisition process and which will place the pipe just inside the new roadway east of CSAH 19 and in the existing ROW west of CSAH 19. A draft of the EAW will be presented to the Board in May or June. The connection of the CDSF to the Cottage Grove Central Ravine system has reached agreement with the City and the conceptual plan is being finalized. A full update will be provided at the April 30th Workshop. The County, City and SWWD open house for the project is scheduled for 4-7 on the 10th of April at the Washington County South Service Center.

Clear Channel Pond:

Demolition of the residential property is complete final erosion control and stabilization will be completed in the next week. Some additional costs were encountered during demolition for additional concrete disposal and disposal of additional hazardous materials. We are waiting on the final totals. The wells have been sealed per Minnesota Department of Health requirements. This month's SWWD agenda includes the scope of services and budget for project design work on this site. We are also in contact with MNDOT regarding their desires to complete a project in this area within the next two years.

Grey Cloud Island Slough

Houston Engineering has completed preliminary plans and cost estimates for three crossing options. USACE is currently reviewing preliminary modeling for the project. It is possible that USACE will be concerned with the minor (up to 2%) redirection of flow from the chain channel once the slough is restored. However, we ultimately believe those concerns will be offset by the benefits of the project which the USACE has included as a priority in some of their planning documents.

Once we have a preliminary response from USACE, Houston Engineering will wrap up the feasibility study. We will then be able to schedule a final meeting with the Technical Advisory Committee to decide on a preferred crossing and discuss the next steps in funding the project.

Newport Ravine:

Everything is in place for the project to proceed. The Notice to Proceed was given to the contractor March 28th. Construction limits are being staked this week and clearing and grubbing will begin next week. Park Construction should be onsite by the end of next week. Substantial completion is scheduled for September 14 and final completion set for October 19th.

Grants:

Grant agreements for both of SWWD's FY2012 Clean Water Grants have been executed and SWWD has received the first half of the funding. An additional 40% of the grant funding will be disbursed to SWWD when the original 50% has been used. The final 10% will be disbursed when the projects are complete.

Trout Brook:

SWWD is beginning multiple projects in the Trout Brook watershed. First, SWWD secured a Clean Water Fund grant for installation of priority BMPs throughout the Trout Brook watershed. Those funds will be used to target priority projects identified through WCD's Top50P! project. Outreach with priority landowners will begin in 2012.

Second, SWWD is working with H.R. Green and Afton Alps to identify and implement priority projects throughout the Afton Alps property with the goal of improving habitat in Trout brook and reducing runoff volume and phosphorus load to Trout Brook and Lake St. Croix. The first step is to identify priority projects for which SWWD will pursue CWF grant funding this fall. A Professional Services Agreement is included on the agenda for the Board's consideration.

Colby Lake Neighborhood Retrofit CWF:

SWWD secured a Clean Water Fund grant for its 2012 Colby Lake Neighborhood Retrofit project. The project will result in installation of 20-30 priority small-scale BMPs in the Colby 1st Addition and reduce annual loading to Colby Lake by over 10 lbs. Priority projects were identified as part of the Colby Lake subwatershed retrofit assessment. The first neighborhood meeting was held on 3/15 for interested homeowners and additional outreach was completed the week of 4/2-4/6.

A second neighborhood meeting will be held on 4/17 to begin design work with interested landowners and execute contracts. Additional outreach will be completed as necessary to identify willing landowners necessary to satisfy the grant. SWWD will fully fund identified projects and allocate funding based on treatment benefits. Implementation of selected projects will be coordinated with the City of Woodbury's street improvement project in the neighborhood. We expect construction to begin in June.

- SWWD Spring Tour. The SWWD Spring Tour will be held on Monday, April 23 at 5:00. The Managers reviewed the tour agenda.
- Central Ravine/CDSF Connection. HDR Engineering and SWWD Staff met with the City of Cottage Grove Staff to discuss the conceptual connections of the CDSF to the Cottage Grove Central Ravine drainage system. The City is in agreement with the SWWD regarding the connection to the Central Ravine system at Joliot Ave. and upgrade of the existing system on Jocelyn with a lowered 30-inch stormsewer to provide CDSF outlet. HDR Engineering is proceeding with this concept to provide the City with additional information regarding the local drainage system. The City and the SWWD have exchanged information regarding preferred alternatives for the Central Ravine and are currently being evaluated. HDR Engineering is finalizing the details of the connection and the analysis of CDSF flow on the Central Ravine system. With concurrence from the City, HDR Engineering will document the preferred alternative and provide preliminary design information to the City for 2013 construction. HDR Engineering has spent considerable time evaluating the connection and potential operation of the Central Ravine connection to the CDSF. At the May SWWD Board meeting HDR Engineering will provide an update on the work and request a budget extension to cover additional time outside of the Overflow design. This work was necessary to determine the most efficient connection to Cottage Groves system.

6. **Afton Alps Retrofit Scope and Budget, HR Green**
 - The Managers reviewed the Afton Alps Retrofit scope and budget for the project. After discussion, a motion was made by Manager Johnson to approve the Afton Alps retrofit project up to \$35,000.00, with the suggested insurance revisions made to the agreement. Manager Madigan seconded. Motion carried unanimously.

7. **2012 Coordinated Capital Improvement Program (CCIP)**
 - To facilitate actions to improve stormwater management in existing developed areas, the SWWD administers the Coordinated Capital Improvement Program (CCIP) to provide financial assistance to local land use and public works authorities for water quality maintenance and improvement projects. The 2012 CCIP budget is \$475,000.00. SWWD received 6 applications for CCIP funding. The applications were reviewed by Staff. After review and discussion, a motion was made by Manager Johnson to approve 2012 CCIP funding for the following projects: City of Woodbury Deicing Equipment \$63,025.00. City of Woodbury Pond Maintenance \$107,000.00. City of Woodbury Colby 1st Retrofit \$58,480.00. City of Cottage Grove ED-P5 Pond Improvements \$170,880.00. City of Cottage Grove Woodbridge Park Improvements \$46,040.00. City of Cottage Grove Public Safety City Hall Rain Harvesting System \$29,575.00. Manager Madigan seconded. Motion carried unanimously.

8. **Clear Channel Pond Scope and Budget**
 - The Managers reviewed the Clear Channel Pond scope and budget for the project. After discussion, a motion was made by Manager Johnson to approve the Clear Channel Pond project up to \$85,500.00. Manager Madigan seconded. Motion carried unanimously.

9. **SWWD Education Program**
 - After discussion, a motion was made by Manager Hanna to approve support for the Watershed Partners Program in the amount of \$3500.00. Manager Madigan seconded. Motion carried unanimously.

10. **2011 Administrator Performance Review**
 - The Board conducted an annual performance review of the SWWD administrator for calendar year 2011.

11. **Adjourn.**
 - The next regular Board Meeting is scheduled for Tuesday, May 8th at 7pm. A motion was made by Manger Johnson to adjourn at 8:25 p.m. Manger Pereira seconded. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Administrative Assistant

Approved By:

Mr. Donald Pereira, Secretary

Date

Workshop Meeting
South Washington Watershed District
Monday April 30, 2012
6:00 p.m.
Woodbury Public Works Building
2301 Tower Drive, Woodbury, MN

1. **Call to Order**

Manager Lavold called the meeting to order at 6:00 p.m.

Roll Call:

Jack Lavold – President
Denny Hanna-Vice President
Brian Johnson- Vice President
Mike Madigan – Treasurer
Don Pereira – Secretary

Staff:

Matt Moore, SWWD Administrator
Melissa Imse, Administrative Assistant

Others:

Jennifer Levitt, City Engineer, Cottage Grove
Dan Edgerton, Stantec
Michael Johnson, HDR Engineering, Inc.
Matt Redington, HDR Engineering, Inc.
Stan Peskar, CAC Committee
Jim Stoker, CAC Committee

2. **Central Draw Storage Facility connection at 70th Street-Cottage Grove**

• **Overview**

Matt Redington with HDR Engineering presented an overview of the Central Draw Storage Facility (CDSF) connection with the Cottage Grove storm sewer system at 70th Street. Main points included: The storm sewer connection, increased capacity for the outlet, the downstream impacts, and flood control and storage.

3. **City of Cottage Grove ED-P5 Pond Improvements**

• **Overview**

Jennifer Levitt, the City Engineer for Cottage Grove presented a brief overview of the ED-P5 Pond Improvements. The City and SWWD have agreed to a concept that allows limited overflow under certain conditions in the interim while the overflow is completed. The City will be making improvements to the Central Ravine at Kingston Park and 80th Street. Construction of the pond improvements will occur this year and storm sewer improvements will be completed with the street reconstruction next year.

Motion to adjourn SWWD Workshop meeting at 7:04 p.m. was made by Manager Hanna and seconded by Manager Johnson. Motion carried unanimously.

Respectfully submitted,



Melissa Imse, Administrative Assistant

Approved By:

Mr. Donald Pereira, Secretary

Date

DRAFT



Date: May 3, 2012	South Washington Watershed District Request for Board Action	Consent Agenda Item b
Title: SWWD Monthly Accounting	Board Action Requested: Approval of: Treasurers Report: Accounts payable for April 2012 Authorize Partial Payment No. 1 Newport Ravine-\$158,101.88	Required Signatures
Reviewed by: MMM		
Background/Justification: The accounting information will be available at the Board meeting on Tuesday. Accounts Payable April 12: \$XX Accounts Receivable April 12: \$XX Fund Balance April 12: \$ XX 4M fund Balance April 12: \$XX Northland Securities 2011 Bonds March 2012: \$XX		
Previous Action: None		Contact: MMM
Date Received: May 3, 2012	SWWD Administrator/Date: May 3, 2012	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation Approval Informational Denial No Recommendation	Comments



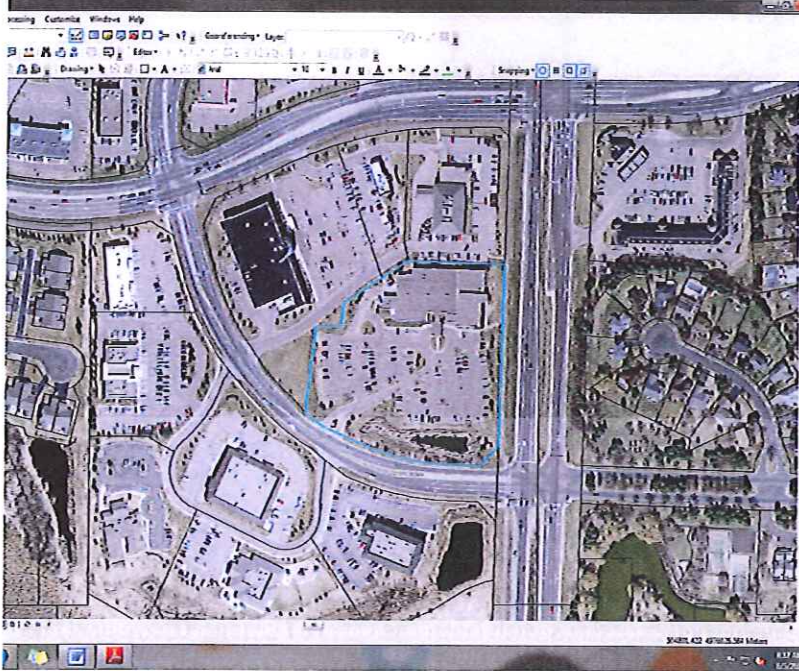
Date: May 2, 2012	South Washington Watershed District Request for Board Action	Consent Agenda Item c
Title: SWWD Calendar	Board Action Requested: None Requested	Required Signatures
Reviewed by: MMM		
Background/Justification: Calendar/Meetings <ul style="list-style-type: none"> i. Regular Board and MS4 Public Hearing Meeting Tuesday May 8 ii. SWWD CSAH/Overflow Workshop, Tuesday May 22 iii. Regular Board Meeting Tuesday June 12 iv. MAWD Summer Tour, June 21-23 v. Board Workshop Central Draw Overflow/CSAH 19-20-22 Tuesday June 26 		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation Approval <u>Informational</u> Denial No Recommendation	Comments



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Consent Agenda Item d-i
Title: Development Review	Board Action Requested: None Requested	Required Signatures
Reviewed by: MMM		
Background/Justification: i) <u>Final</u> (1) None ii) <u>On Going</u> (1) Health Partners, Woodbury iii) <u>New</u> (1) WalMart, Cottage Grove (2) Home Depot, Cottage Grove (3) 3M Carbon Filtration Facility, Cottage Grove		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation Approval Informational Denial <u>No Recommendation</u>	Comments

April 2012 Development Reviews

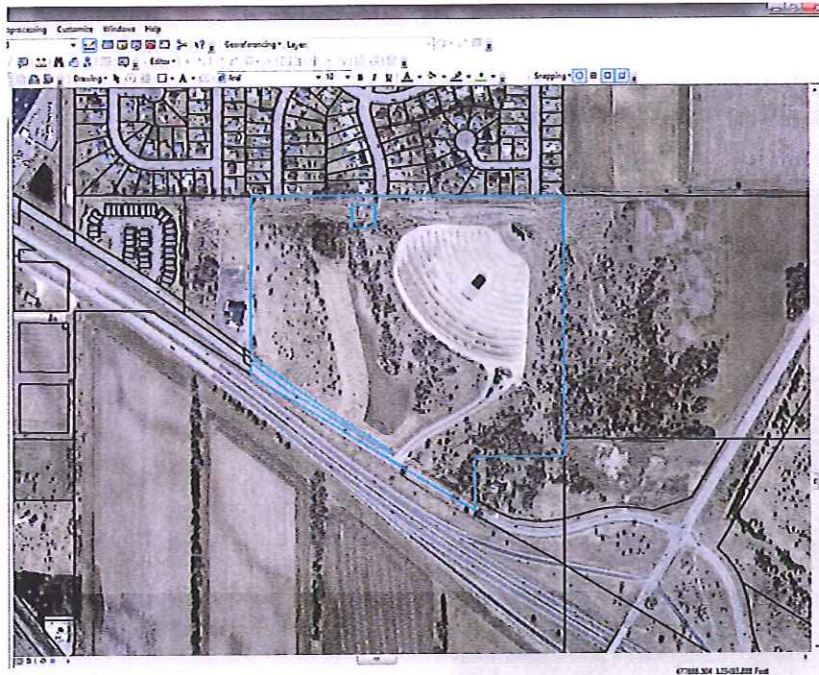
Ongoing: Health Partners, Woodbury



April Update: The City expects the developers to resubmit revised plans in the next few weeks. Staff will review the revised plans and continue to work with the City to ensure that SWWD standards are met.

August Update: SWWD staff reviewed plans for proposed improvements at the Woodbury Health Partners facility. Developers intend for an existing stormwater pond to provide required treatment for the site. However, based on information supplied by the developers and recent SWWD modeling, the project does not meet SWWD standards and the project will require substantial additional treatment. Staff supplied comments as part of the City's permitting process and is awaiting additional information and/or revised plans for the project.

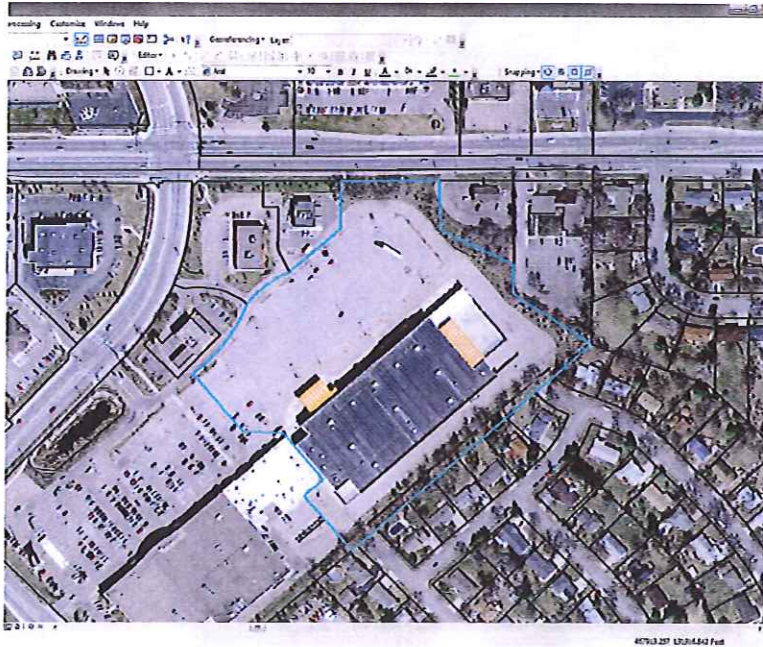
New: Wal-Mart, Cottage Grove



Developers have proposed construction of a new Wal-Mart on the western half of the Cottage View drive in property. SWWD staff had preliminary discussions with both the City of Cottage Grove and the developer regarding the project. The City has objected to the use of infiltration for stormwater treatment on the site due to its proximity to the City's well field. Based on that objection, the developers are following SWWD's alternative sequencing under Rule 7.3.5. As a result, the developers have included two large filtration BMPs to treat runoff equal to what treatment is currently provided.

Staff will complete a review of the submitted plans and documents and provide comments to the City as part of its review process.

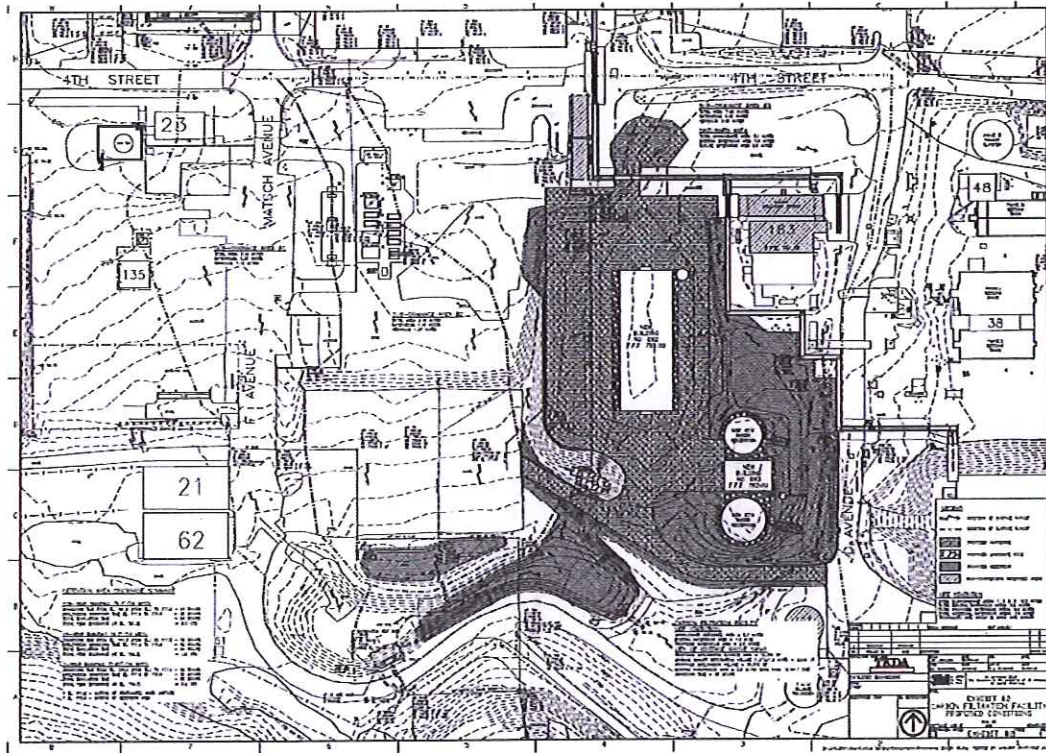
New: Home Depot, Cottage Grove



Developers are currently working on plans for redevelopment of the former Home Depot in Cottage Grove. Staff has preliminary discussions with the developer's consultant regarding applicability of SWWD standards. Because preliminary plans include a reduction of impervious area, SWWD's phosphorus loading standard will likely be the only issue that needs to be addressed.

Staff will coordinate its review of the project with the City of Cottage Grove.

New: 3M Cottage Grove Carbon Filtration Facility



3M is proposing the construction of a new carbon filtration facility at their Cottage Grove site and has submitted their stormwater management plan for the project for review. 3M is planning to construct the facility within their existing industrial area and to modify an existing pond to provide the additional treatment necessary to meet standards. Staff reviewed the submittal which meets SWWD redevelopment standards and did not submit any comments. 3M is currently working with the City to complete the City's review and permitting process.



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Consent Agenda Item d-ii
Title: Development Review	Board Action Requested: None Requested	Required Signatures
Reviewed by: MMM		
Background/Justification: There have been no new developments reviewed in the Wilmes Lake Sub-watershed that were analyzed for additional storage to benefit Wilmes Lake high water elevations or that may adversely impact Wilmes Lake high water elevations.		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation Approval Informational Denial <u>No Recommendation</u>	Comments



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Consent Agenda Item e
Title: April Cost Share	Board Action Requested: Approve Applications	Required Signatures
Reviewed by: MMM		
Background/Justification: Attached are the following applications for approval in the SWWD Cost Share Program for April 2012: <ul style="list-style-type: none"> i) Zac Dockter, Cottage Grove-Application (\$1,000.00) ii) Michael McCoy, Cottage Grove-Application (\$1,000.00) iii) Bryan and Becky Erickson, Cottage Grove (\$1,500.00) 		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund Water Quality-03	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Consent Agenda Item f
Title: Miscellaneous Correspondence	Board Action Requested:	Required Signatures None
Reviewed by: MMM		
Background/Justification: Miscellaneous Correspondence		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund N/A	Explanation	Fund Balance: N/A
Decision Needed/Date	Administrative Recommendation Approval <u>Informational</u> Denial No Recommendation	Comments



Minnesota Pollution Control Agency

520 Lafayette Road North | St. Paul, Minnesota 55155-4194 | 651-296-6300

800-657-3864 | 651-282-5332 TTY | www.pca.state.mn.us | Equal Opportunity Employer

April 4, 2012

Mr. John Loomis
South Washington Watershed District
2302 Tower Drive
Woodbury, MN 55125

RE: Lake St. Croix TMDL Comments

Dear Mr. Loomis:

Thank you for taking the time to review the November 2011 draft report and submit comments. The following are the Minnesota Pollution Control Agency's responses to the comments in your December 19, 2011, letter:

Comment: 1. Pg. 1: Should include Western Cornbelt Plains ecoregion.

Response: We have made this addition.

Comment: 2. Pg.7: Can any changes in TP load be associated with reforestation?

Response: The reversion to forest mentioned very likely had an effect on P loading. Drawing any overall conclusions regarding that are difficult given other changes taking place then in nonpoint and point source loading, however.

Comment: 3. Pg. 11: A single year of data collection is not adequate to evaluate annual variability under any circumstances.

Response: The sentence was modified as below to convey its intended meaning more clearly:

Because of the importance of event loads in the St. Croix River Basin, a single year of data collection was not adequate to fully evaluate the variability among tributaries in annual tributary loading.

Comment: 4. Pg.40: A note should be added for Trout Brook (MN). Nearly half the watershed currently attributed to Trout Brook (MN) is actually part of the O'Connors Creek/Lake watershed which is non-contributing.

Response: The following footnote was added to Figure 9:

*Some subwatersheds include adjacent, small tributaries not named (e.g., "Trout Brook (MN)" includes O'Connors Creek/Lake).

In addition, a note about the source of the subwatershed delineations was added to the text in the first paragraph of "Reductions by Subwatershed", along with a corrected figure reference, as shown below:

To achieve the goals of the TMDL, reduction efforts will need to target priority areas where the most significant reductions can be realized. One way to approach this targeting is to compare P load data for the subwatersheds (Figure 9; note that the subwatershed delineations in figure 9 follow the 2004 National Park Service map, St. Croix River Basin Subwatersheds, except for excision of the drainage area of Colby and Wilmes lakes, Woodbury, MN [landlocked, but considered to be in the Mississippi direct drainage] Figure 10). Two different factors influence priority ranking among subwatersheds: phosphorus loading and phosphorus export, or load per unit area.

Comment: 5. Pg.79: The TMDL states that actual P load for Trout Brook (MN) is estimated to be 52% lower than what is listed in Table B-6 due to the large portion of non-contributing land area that was included as part of the Trout Brook (MN) watershed. What implications does this have for the P load reduction goal for Trout Brook (MN)?

Response: The reduced existing load that results from portions of the watershed being landlocked implies that the load reduction goal is also reduced, possibly even to zero. The second footnote in Table B-7 (page 80) has been modified to reflect this.

If you have any further questions please contact me at 651-757-2837.

Sincerely,



Christopher Zadak
State Program Administrator Principal
Watershed Section
Regional Division

CZ:kb



Date: May 3, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 5a
Title: SWWD Project Updates	Board Action Requested: None requested at this time	Required Signatures
Reviewed by: MMM		
Background/Justification: <ul style="list-style-type: none"> • SWWD Watershed Overflow • Clear Channel Pond • Grey Cloud Slough • Newport Ravine • Trout Brook • Colby Lake Neighborhood 		
Previous Action: None		Contact: MMM
Date Received: May 3, 2012	SWWD Administrator/Date: May 3, 2012	SWWD Attorney/Date
Financial Implications:		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation Approval <u>Informational</u> Denial No Recommendation	Comments

Memo



To: SWWD Board of Managers
From: Matt Moore, SWWD Administrator
CC:
Date: May 3, 2012
Re: SWWD Projects Update

SWWD Watershed Overflow:

The SWWD has prepared ROW maps for the acquisition process and which will place the pipe just inside the new roadway east of CSAH 19 and in the existing ROW west of CSAH 19. A draft of the EAW will be presented to the Board at the May workshop. The connection of the CDSF to the Cottage Grove Central Ravine system has reached agreement with the City and the conceptual plan is being finalized. The County, City and SWWD will be meeting with local business on May 16th at the Washington County South Service Center. The City of Cottage Grove is providing the AUAR information to the County to evaluate the location of local infrastructure including streets and stormwater facilities.

Clear Channel Pond:

Stantec is beginning field work and has secured geotechnical services to investigate the site. Test borings will be completed at the site in the next two weeks. Survey will follow the geotechnical investigation.

Grey Cloud Island Slough

Houston Engineering finalized the draft feasibility study. Staff will schedule a meeting with Washington County to discuss the draft study. We will then be able to schedule a final meeting with the Technical Advisory Committee to decide on a preferred crossing and discuss the next steps in funding the project. At that time we will provide an update to the Township.

Newport Ravine:

Park Construction is well into construction. The upper ponds have been constructed stormsewer construction is anticipated next week. Work has begun in the ravine constructing stormsewer to the upper pond. Substantial completion is scheduled for September 14 and final completion set for October 19th.

Trout Brook:

SWWD is beginning multiple projects in the Trout Brook watershed. First, SWWD secured a Clean Water Fund grant for installation of priority BMPs throughout the Trout Brook

watershed. Those funds will be used to target priority projects identified through WCD's Top50P! project. Outreach with priority landowners will begin this summer.

Second, SWWD is working with H.R. Green and Afton Alps to identify and implement priority projects throughout the Afton Alps property with the goal of improving habitat in Trout brook and reducing runoff volume and phosphorus load to Trout Brook and Lake St. Croix. The first step is to identify priority projects for which SWWD will pursue CWF grant funding this fall. H.R. Green will begin that process in July.

Colby Lake Neighborhood Retrofit CWF:

SWWD secured a Clean Water Fund grant for its 2012 Colby Lake Neighborhood Retrofit project. The project will result in installation of approximately 25 small-scale BMPs in the Colby 1st Addition. The project is expected to remove approximately 100 lbs of phosphorus from the existing system and reduce annual delivered to Colby Lake by over 10 lbs. Installation will be coordinated with the City of Woodbury's roadway reconstruction project and carried out in 4 phases. Phase 1 properties are set for Board approval on 5/8. Installation of inlet structures will begin in 5/14 as part of the City's project.

Phase 2-4 properties are currently being finalized and will be included for Board approval in June. Additionally in June, staff will request the Board allocate funding for the entire project and approve a bid packet for construction of the BMPs.

Recommendations:

Staff will continue to provide regular project updates on a monthly basis.



Date: May 3, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 5b
Title: MAWD Summer Tour	Board Action Requested: Authorize Board and Staff Attendance	Required Signatures
Reviewed by: MMM		
Background/Justification: The MAWD summer tour is scheduled for June 21-23, in Prior Lake, MN. Staff has email the information to the Board and will submit the registration.		
Previous Action: None		Contact: MMM
Date Received: May 3, 2012	SWWD Administrator/Date: May 3, 2012	SWWD Attorney/Date
Financial Implications:		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation Approval <u>Informational</u> Denial No Recommendation	Comments



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 6
Title: MS4 Annual Meeting	Board Action Requested: Conduct Annual MS4 meeting, receive public input	Required Signatures None
Reviewed by: MMM		
Background/Justification: The SWWD is required to conduct a public meeting annually to receive input on the SWWD Stormwater Pollution Prevention Plan. The public meeting was noticed in the SWWD legal newspapers.		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: \$		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 7
Title: SWWD Annual Reports	Board Action Requested: Accept Financial Audit year ending 12/31/2011 Accept Annual Monitoring Report Accept Annual BWSR Report Authorize submittal	Required Signatures
Reviewed by: MMM		
Background/Justification: Enclosed are the SWWD annual reports. 1) Financial Audit year ending December 31, 2011, HLB Tautges Redpath, Ltd. 2) SWWD Annual Monitoring Report, John Loomis, SWWD 3) Annual Report – BWSR, Melissa Imse, SWWD		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: \$		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



2011 Monitoring Report Summary

Background

Established in 1993, SWWD manages approximately 65,000 acres near the confluence of the Mississippi and St. Croix Rivers. The District encompasses 12 lakes, 4 of which are impaired, and 120 miles of public waters streams (piped and open channel), of which 3 reaches are impaired. SWWD actively manages surface waters in the District and places a strong emphasis on implementation through enforcement of development and redevelopment standards, collaboration with municipalities and agencies, and pursuit of public/private partnerships.

SWWD monitors its resources using a Regional Assessment approach in that baseline monitoring is focused on key crossings and checkpoints throughout the District. Data from those monitoring locations is used to identify regional issues for further investigation and track long-term water quality trends. In 2011, SWWD monitored water quality at 17 Regional Assessment locations (8 lakes and 9 stream/stormwater sites). SWWD also monitored flow and/or water quality at 10 additional surface water sites and 5 groundwater wells as part of various SWWD projects. This summary describes results from the District's baseline Regional Assessment monitoring sites. Results from additional sites are provided in SWWD's Subwatershed Monitoring Reports which are available online at <http://www.swwdmn.org/programs/monitoring-program/>. All data is available through the SWWD.

Lakes

Eight SWWD lakes are monitored as part of the Metropolitan Council's Citizen Assisted Monitoring Program (CAMP). As part of the program, CAMP volunteers visit their assigned lake on a biweekly basis from April to October to measure a variety of water quality indicators. The Metropolitan Council compiles and analyzes the data and releases a report the following year. The annual CAMP report grades metropolitan lakes using a standard A through F scale which provides an indication of lake water quality relative to other metropolitan lakes. While the 2011 report has not been released, the preliminary data is available and summarized here (Map 1). All SWWD lakes are eutrophic or hyper-eutrophic meaning that they all experience frequent nuisance algal blooms throughout the summer. However, water quality in some lakes—Armstrong and Ravine—has shown improvement since monitoring began. Water quality of La, O'Conner's, Wilmes, and Colby Lakes has been consistent since monitoring began. Water quality of the remaining District Lakes—Markgrafs, and Powers—appears to be declining. Markgrafs Lake exhibited continued, rapid degradation far exceeding both state eutrophication standards and SWWD water quality goals. Powers Lake, considered a priority water body by SWWD, also continued to exhibit a prolonged decline in all standard water quality measurements reflecting influence from large scale suburban development over the past decade. SWWD is working to complete its management plan for the entire northern watershed chain of

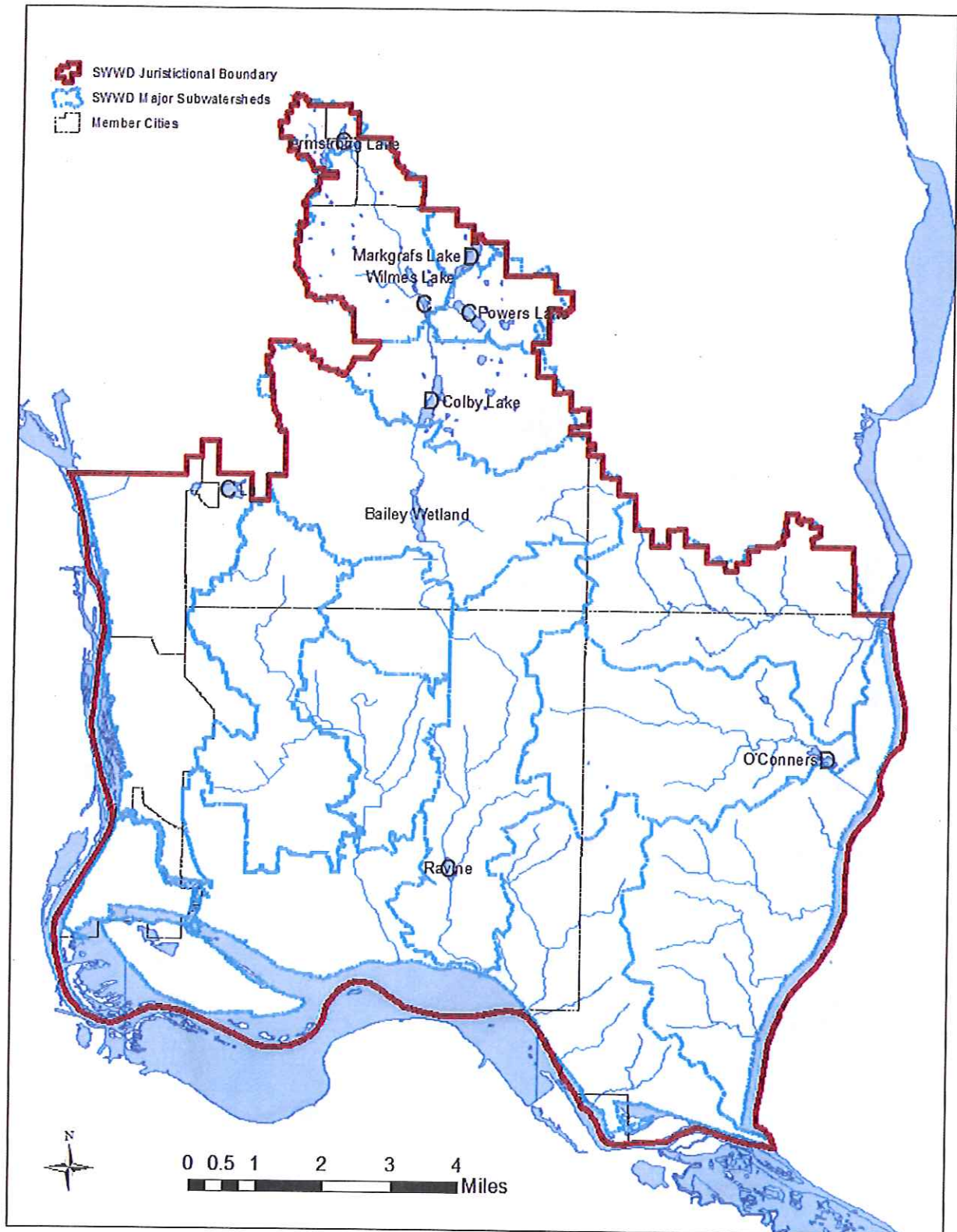
lakes (Armstrong, Markgrafs, Powers, Wilmes, and Colby) which will provide an overall strategy for the District's restoration and protection efforts which are already underway.

Stream and Stormwater

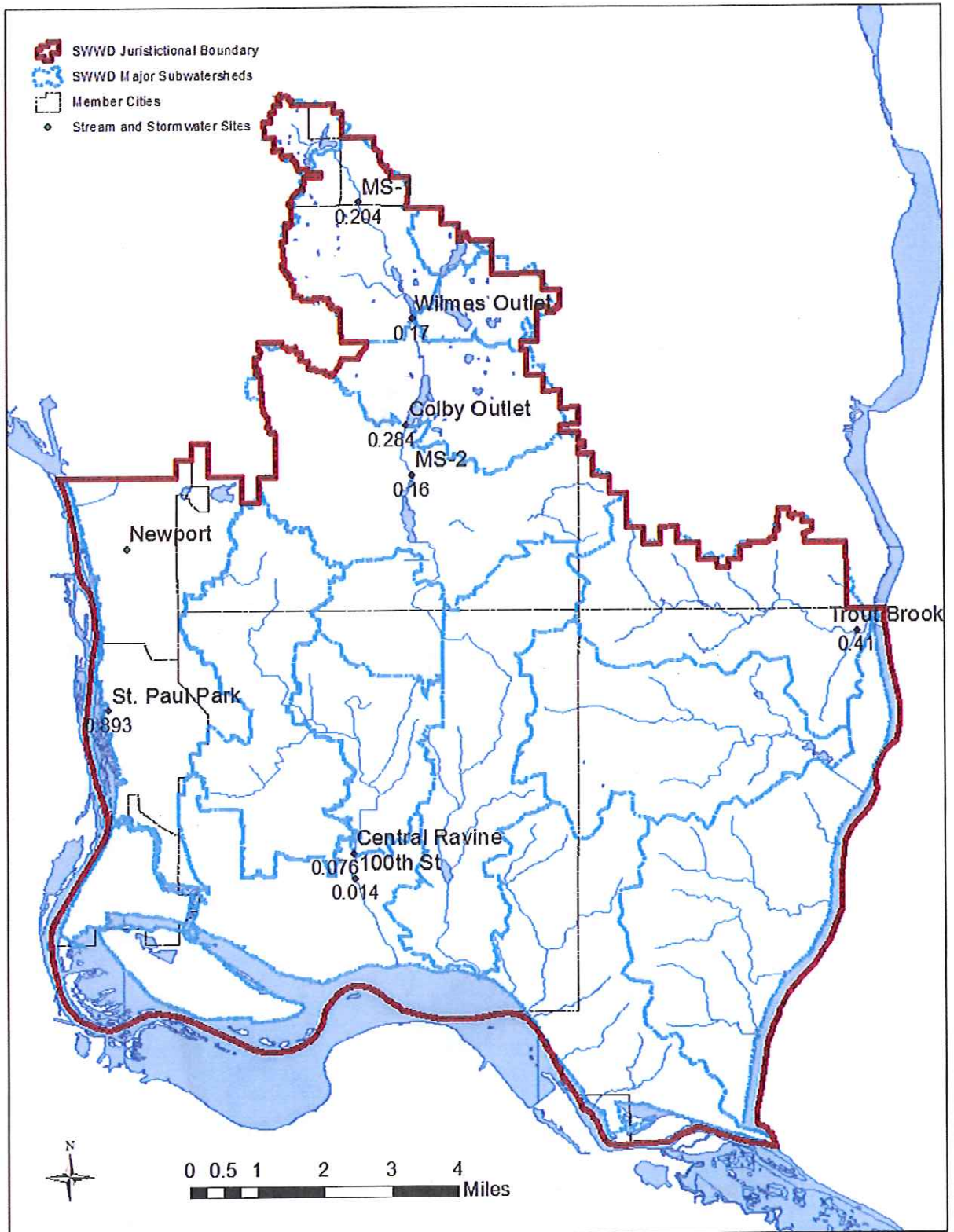
Regional assessment stream/stormwater locations were generally monitored from early April through October. Some sites—MS2, 100th Street, Wilmes Lake Outlet, and Trout Brook—display consistently good water quality which generally reflects the high degree of treatment in the respective watersheds. MS2 effectively serves as watershed outlet for the majority of SWWD's Northern Watershed (NWS) which is the focus of intensive SWWD assessment and restoration efforts. From MS2, runoff enters Bailey Lake and, ultimately, the District's regional infiltration facilities (CD-P85/86). Data collected at MS2 indicates that the NWS, though mostly developed, currently transmits relatively low runoff or pollutants and does not contribute to downstream problems. However, SWWD is working with the MN Department of Health to conduct baseline monitoring of both Bailey Lake and groundwater wells in the area which will be used to identify any potential impacts from large scale infiltration in the future. Like at MS2, the 100th St and Trout Brook sites showed very low pollutants transmitted out of SWWD's West and Central Draw and Trout Brook watersheds. In fact, data from both sites indicate that two watersheds are close to meeting proposed TMDL allocations for total suspended solids (TSS, Mississippi River) and total phosphorus (TP, Lake St. Croix).

Other Regional Assessment Locations—St. Paul Park, Central Ravine, and MS1—display flashy hydrographs indicating rapid transmission of even small storm events and high concentrations of pollutants. 2011 results for St. Paul Park and Central Ravine which drain to the Mississippi River indicate heavy metal concentrations frequently in excess of state standards. Of primary concern to the District, however is TP loading rates (Map 2) throughout the District. TP loading rates at both St. Paul Park and MS1 far exceeded SWWD standards however, much of that was likely due to frequent and intense rainfall in early 2011. All remaining sites met SWWD loading standards.

Map 1: 2011 Lake Grades



Map 2: 2011 Total Phosphorus Loading Rates at SWWD Regional Assessment Locations.





Date: May 2, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 8
Title: Wetland Conservation Act	Board Action Requested: Approval of Resolutions #2012-104 and #2012-105	Required Signatures President Secretary
Reviewed by: MMM		
Background/Justification: Attached is Resolution #2012-104 for the acceptance of LGU designation from the Cities and Townships in the watershed. The resolution will establish the SWWD as the LGU in all the Cities and Townships with the exception of the City of Oakdale. LGU designation will be effective June 1, 2012. Resolution #2012-105 designates certain decisions for Wetland permits to the staff of the watershed to provide an expedited process.		
Previous Action: None	SWWD Administrator/Date: May 2, 2012	Contact: MMM
Date Received: May 2, 2012		SWWD Attorney/Date
Financial Implications:		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



RESOLUTION No. 2012-104

RESOLUTION OF THE
SOUTH WASHINGTON WATERSHED DISTRICT
REGARDING THE ADMINISTRATION
OF THE WETLAND ACT OF 1991

WHEREAS, the Minnesota Wetland Conservation Act of 1991 (WCA) requires local governmental units (LGUs) to implement this law by adopting the rules and regulations promulgated by the Board of Water and Soil Resources (BWSR) pertaining to wetland draining, filling and excavation; and

WHEREAS, the BWSR is requesting notification of an LGU's decision adopting or excepting administrative responsibility for another LGU in accordance with Minn. Rules part 8420.0260, item A; which requires each local government unit of the State to acknowledge in writing to the board that it is assuming its responsibilities under the Wetland Conservation Act; and

WHEREAS, the LGU is responsible for following the WCA rules as stated in 8420.0200, Determining Local Government Unit Duties;

NOW, THEREFORE, BE IT RESOLVED THAT THE South Washington Watershed District hereby accepts the administrative responsibility as the LGU for the WCA within the legal boundaries effective June 1, 2012 within the guidelines as set forth by the WCA rules.

Manager _____ moved the adoption of the foregoing Resolution #2012-104, and Manager _____ seconded the adoption of the Resolution, and it was duly adopted by the Board on the 8th of May, 2012.

Jack Lavold, President

Don Pereira, Secretary



RESOLUTION No. 2012-105

RESOLUTION OF THE
SOUTH WASHINGTON WATERSHED DISTRICT
REGARDING THE ADMINISTRATION OF THE MINNESOTA WETLAND
CONSERVATION ACT

WHEREAS, South Washington Watershed District has accepted the authority and administrative responsibility to implement the Wetland Conservation Act (WCA) within the legal boundaries of South Washington Watershed District in accordance with Minnesota Rules, Chapter 8420; and

WHEREAS, South Washington Watershed District is authorized by Minnesota Administrative Rules Part 8420.0200, Subpart 2, Item C, to delegate certain functions with regard to implementation of WCA including the authority to make decisions on applications, with its staff.

THEREFORE; BE IT RESOLVED by the South Washington Watershed District Board of Managers, that decision-making authority for WCA {*exemption, no-loss, wetland boundary and type, sequencing, replacement plan, and wetland banking*²} applications is placed with the South Washington Watershed District Administrator or their designee.

Manager _____ moved the adoption of the foregoing Resolution #2012-105, and Manager _____ seconded the adoption of the Resolution, and it was duly adopted by the Board on the 8th of May, 2012.

Jack Lavold, President

Don Pereira, Secretary



Date: May 2, 2012	South Washington Watershed District Request for Board Action		Agenda Item # 9
Title: 2012 Stormwater Utility Fee Abatement	Board Action Requested: Approval Resolution #2012-103		Required Signatures President Secretary
Reviewed by: MMM			
Background/Justification: Washington County is requesting abatement of three properties located in the Lower St. Croix Management Unit for 2012 stormwater utility fees. The properties are 2 cemeteries and a remnant railroad property.			
Previous Action: None	SWWD Administrator/Date: May 2, 2012	Contact: MMM	
Date Received: May 2, 2012		SWWD Attorney/Date	
Financial Implications: \$134.07		Comments:	
Fund	Explanation:	Fund Balance:	
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments	



RESOLUTION No. 2012-103

RESOLUTION OF THE SOUTH WASHINGTON WATERSHED DISTRICT AUTHORIZING ABATEMENT OF STORMWATER UTILITY FEE

RECITALS:

- 1. The South Washington Watershed District (the "District") adopted the Watershed Management Plan (the "Plan") as required by Statute;
2. That the District thereafter adopted an amendment to the Plan (the "Amendment") that incorporated a Stormwater Utility (the "Utility") to collect charges to pay for the costs for the central draw project as identified in the Plan;
3. In the 2003 budget process, the District adopted the Stormwater Utility, as authorized in the Amendment, after conducting a public hearing on the budget incorporating the Utility;
4. That Stormwater Utility fees and method of calculation of the same was adopted and approved, and the charges for 2012 were adopted and certified to Washington County to be collected with the taxes payable in 2012;
5. The District has identified an erroneously applied 2012 fee to tax-exempt property.

NOW, THEREFORE, it is hereby resolved by the Board of Managers of the South Washington Watershed District as follows:

That the District authorizes abatement of the 2012 stormwater utility fee for Washington County Parcel Identification Numbers:

Table with 3 columns: PID, Property Type, Amount. Rows include PID 09.026.20.34.0003, 05.026.20.41.0003, and 21.027.20.11.0005, all with Property Type 'Tax Exempt' and Amount '\$44.69'.

Manager _____ moved the adoption of the foregoing Resolution #2012-103, and Manager _____ seconded the adoption of the Resolution, and it was duly adopted by the Board on the 8th of May, 2012.

Jack Lavold, President

Don Pereira, Secretary

WASHINGTON COUNTY - ASSESSMENT DIVISION

Form4 Revised 3/2000

Worksheet#

APPLICATION FOR ABATEMENT - GENERAL FORM (M.S. 375.192)
 CLASSIFICATION / DISASTER CREDIT / SPECIAL ASSESSMENTS

County of:
WASHINGTON

For property assessed (year) 2012

and payable in (year) 2012

Please print or type

Applicant's Name	<u>South Washington Watershed District</u>	Applicant's Mailing Address	<u>South Washington Watershed District</u>
Applicant's Social Security Number	<u>41-1774696</u>		<u>2302 Tower Drive</u>
Telephone (work)	<u>(651) 714-3729</u>		<u>Woodbury, MN 55125</u>
Telephone (home)	<u>()</u>		

Street Address (if different from above)

Description of Property

Property ID Number	<u>09.026.20.34.0003</u>	MP Number	
Legal Description of Property		School District #	City or Township Name
			<u>Washington County</u>
<u>C B & Q RR</u>			
<u>14949 62nd St N Stillwater MN 55082-0006</u>			

Assessor's Estimated Market Value

Land \$	Structure \$	Total \$	Class
---------	--------------	----------	-------

Applicant's Statement of Facts:

Erroneously applied to exempt property.

Applicant's Request:

Abatement of SWWD stormwater utility fee for payable 2012.

Applicant's Signature: *M. Robert Moore, SWWD ADMINISTRATOR* Date: 05/09/2012

Note: Minnesota Statutes 1988, Section 609.41, "Whoever, in making any statement, oral or written, which is required or authorized by law to be made as a basis of imposing, reducing, or abating any tax or assessment, intentionally makes any statement as to any material matter which the maker of the statement knows is false may be sentenced, unless otherwise provided by law, to imprisonment for not more than one year or to payment of a fine of not more than \$3,000.00, or both.

Note: Must include City/Township Resolution for reductions on assessments

Note: Must include Fire report for Local Option Disaster Credit



Date: May 3, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 10
Title: Cottage Grove Central Ravine Budget Extension	Board Action Requested: Approval of the Budget Extension CDSF Overflow Design	Required Signatures President
Reviewed by: MMM		
<p>Background/Justification: HDR Engineering is finalizing the details of the connection and the analysis of CDSF flow on the Central Ravine system. With concurrence from the City, HDR Engineering will document the preferred alternative and provide preliminary design information to the City for 2013 construction. HDR Engineering has spent considerable time evaluating the connection and potential operation of the Central Ravine connection to the CDSF. This work was necessary to determine the most efficient connection to Cottage Groves system.</p> <p>Attached is the budget extension request for HDR Engineering. The request is for \$21,741, however staff has identified approximately \$7200 in project funds from the Central Ravine and Overflow project to apply to the extension. Staff recommends approval of the extension in the amount of \$21,741.</p>		
Previous Action: None		Contact: MMM
Date Received: May 3, 2012	SWWD Administrator/Date: May 3, 2012	SWWD Attorney/Date
Financial Implications: \$21,741.00		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



ONE COMPANY | *Many Solutions*SM

May 2, 2012

Mr. Matt Moore
South Washington Watershed District
2302 Tower Drive,
Woodbury, MN 55125

Re: CDSF Overflow Pipe and Outlet Structure - Additional Services

Dear Mr. Moore:

As we have previously discussed, some of the services that have been performed to date are outside of the original scope of services for this project. Per your request, I am providing an estimate of hours and cost for work associated with these tasks (see attached). The items out of scope include the following:

Task 1: Project Management – The original scope assumed an 8 month project duration. The additional hours requested are on the assumption that project management time will likely be required for 21 months (from NTP on March 9, 2011 through November 20, 2012). The hours requested are based on prorating the original time allotted (16 hours per resource category) over the increased project duration.

Task 3: Model Update and Hydraulic Analysis – The CDSF outlet concept has changed from the concept that existed at the time of development of the original scope. The initially scoped effort was based on evaluating a low flow outlet from the CDSF to the Central Draw. Subsequent evaluation indicated that greater project benefits would be achieved through providing a connection to the Central Draw at higher elevations. Out-of-scope modeling efforts included evaluating alternative structure configurations in order to find mutually beneficial solutions for SWWD and the City, evaluating alternate control structure locations, and presenting the results in outlet configuration figures.

Task 13: Meetings

The original scope assumed that there would be four design review meetings with County and City staff. Water resources staff have participated in five meetings to date (three PMT meetings, a meeting with City to discuss outlet configuration options, and a subsequent outlet

HDR Engineering, Inc.

701 Xenia Avenue South
Minneapolis, MN 55416-3636

Phone (763) 591-5400
Fax (763) 591-5413
www.hdrinc.com

Mr. Matt Moore
CDSF Overflow Pipe and Outlet Structure – Additional Services
May 2, 2012

configurations technical workshop with County/City staff). The additional hours requested are based on the assumption that there will four additional PMT meetings and two additional SWWD Board workshops (resulting in a total of eleven meetings).

In addition, the hours requested for task 13 include time spent on creating an 'issues map' which has been used for coordinating transportation and water resources related design concerns to stakeholders.

Thank you for your consideration of the additional services request.

Sincerely,

HDR Engineering, Inc.

A handwritten signature in black ink, appearing to read "Matt Redington", with a long horizontal flourish extending to the right.

Matt Redington, P.E.
Project Manager

Attachments: ModRequest.pdf

Level of Effort and Fee Estimate
 South Washington Watershed District
 Overflow pipe and outlet structure design - Additional Services Request
 May 2, 2012



Work Task Contract Billing Rate	Principal	PM	Sr. Eng WR	Senior Civil Str Eng	WR Eng	EIT	CAD	Document Production	Accounting	HR Labor Total	Comment
	\$ 215.00	\$ 144.00	\$ 144.00	\$ 138.00	\$ 100.00	\$ 88.00	\$ 76.00	\$ 76.00	\$ 76.00		
1.0 Project Management		26							26	\$5,632	prorated from 0 months to 21 months (18 x 2.0 + 16)
2.0 Geotechnical and Topographic Survey Coordination											
3.0 Model Update and Hydraulic Analysis			10		72					\$9,640	modeling iterations/sensitivity analysis associated with Central Draw
4.0 Conceptual Design of Outlet Structure											
5.0 Steepage analysis and Embankment Design											
6.0 Preliminary Overflow Pipe Plan and Profile (60% Plans)											
7.0 Review meetings with County											
8.0 Coordination and preparation of ROW Sheets											
9.0 Final plans for outlet structure and overflow pipe											
10.0 Technical Specifications											
12.0 BODR documentation											
13.0 Meetings			32							\$4,000	Original scope indicates 4 design review meetings (last 2 done there have been 5 meetings (3 PMT meetings and 2 design review meetings). Design review meetings included a meeting with City to discuss outlet configuration options, and a subsequent outlet configuration technical workshop with County/City staff; hours requested assume that there will be 4 additional PMT meetings and 2 design review meetings. The total number of meetings exceed to 11. Additional hours are for 7 unescorted meetings at 4-5 hours each.
Additional meetings										\$4,000	
Issue Map			4		16					\$2,176	Figure created and updated three times to assist with meetings/coordination
14.0 Preliminary Gate Operating and Maintenance Plan											
	\$ 0	\$ 20	\$ 6,024	\$ 0	\$ 80	\$ 0	\$ 0	\$ 0	\$ 20	\$ 21,056	\$
Total Labor Hours per Team Member											
Total Labor Charges per Team Member											

Direct Costs / Expenses	185 hours	X	\$ 3.70	\$/hr	\$	085
Technology Charge						
Mileage	0 miles	X	\$ 0.50	\$/mile	\$	-
Lodging	0 nights	X	\$ 150.00	\$/night	\$	-
Meals	0 meals	X	\$ 15.00	\$/meal	\$	-
Copies/Photocopies					\$	-
Postage / Public Notices					\$	-
Travel/Airfare Charges					\$	-
Miscellaneous					\$	-
Facility Rentals	0 meetings	X	\$ -	\$/meeting	\$	-
Equipment Rental	0 days	X	\$ -	\$/day	\$	-
Expenses Subtotal					\$	685
Subconsultant Costs					\$	-
TOTAL FEE					\$	21,741

Date: May 2, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 11
Title: 2012 Office Lease	Board Action Requested: Approval 2012 Office Lease, City of Woodbury	Required Signatures
Reviewed by: MMM		
Background/Justification: Attached is the 2012 office lease from the City of Woodbury. This year's lease remains the same to cover computer support, telephone system, software license and rent. Rent for 2012 will increase 3%. The lease will run from May 1, 2012 to April 30, 2013.		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications:		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments

Year	\$/S.F.	*/S.F. increase	Total S.F.	Rent	IT Support @ \$2,620/workstation	Credit for Parks use	Annual Rent	Monthly
2006	\$17.14	3.0%	212.5	\$3,642.25	\$2,500.00	\$0.00	\$6,142.25	
2007 (May - July)	\$17.50	2.1%	182	\$3,185.00	\$7,500.00	\$0.00	\$10,685.00	
2007 (Sept07 - Apr 08)	\$17.50	2.1%	437.5	\$7,656.25	\$7,500.00	\$0.00	\$15,156.25	\$1,263.02
2008(May08-Apr 09)	\$17.95	2.8%	541	\$9,710.95	\$7,800.00	\$0.00	\$17,510.95	\$1,459.25
2009(May09-Apr 10)	\$18.64	5.0%	646	\$12,041.44	\$7,800.00	\$0.00	\$19,841.44	\$1,653.45
2010(May10-Apr 11)	\$18.64	0.0%	750	\$13,980.00	\$7,170.00	(\$535.00)	\$20,615.00	\$1,717.92
2011	\$18.92	1.5%	750	\$14,189.68	\$7,800.00	(\$1,000.00)	\$20,989.68	\$1,749.14
2012	\$19.49	3.0%	750	\$14,617.50	\$8,100.00	(\$1,000.00)	\$21,717.50	\$1,809.80

*The percent increase is based on the CPI. Future increases are an estimate.

CITY OF WOODBURY

SOUTH WASHINGTON WATERSHED DISTRICT

**Lease Agreement
2302 Tower Drive**

Amendment No. 12


On May 1, 1999 the City of Woodbury City Council and the South Washington Watershed District (SWWD) entered into a Lease Agreement for office space in the City of Woodbury Public Works Building for a period from May 1, 1999 through April 30, 2000.

In accordance with paragraph 4 of said Lease Agreement, said Agreement may be renewed by mutual consent of the City and the SWWD.

The City and SWWD mutually agree to extend the Agreement from May 1, 2012 through April 30, 2013, for the office space rental of \$21,717.50 per 12-month period for rent and computer/telephone support. In addition, the SWWD agrees to pay the City \$600 for Microsoft software licensing. The lease amount shall be adjusted annually based upon the United States Bureau of Labor Statistics Consumer Price Index (CPI), U.S. City Average for All Urban Consumers (not seasonally adjusted). The calculation will use the December CPI of the calendar year prior to the lease expiration, minus the previous year's December CPI, the result to be divided by the previous year's December CPI, to determine the percentage increase. In no case shall the annual rental rate decrease if the CPI should be negative. Attachment A to this Amendment sets forth information regarding the rental rate.


IN WITNESS WHEREOF, the respective parties hereto have caused this Amendment No. 12 to the Lease Agreement to be executed by their duly authorized representatives.

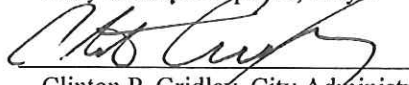
RECOMMENDED FOR APPROVAL:


David R. Jessup 4/21/12
Engineering and Public Works Director Date

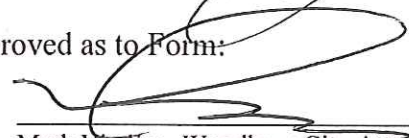
CITY OF WOODBURY

LANDLORD

By:  4/26/12
Mary Giuliani Stephens, Mayor Date

By:  4/25/12
Clinton P. Gridley, City Administrator Date

Approved as to Form:

By: 
Mark Vierling, Woodbury City Attorney Date

SOUTH WASHINGTON WATERSHED
DISTRICT
TENANT

By: _____
Jack Lavold, President Date

By: _____
Don Pereira, Secretary Date

4/12/12



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 12
Title: Colby Lake Neighborhood Retrofit	Board Action Requested:	Required Signatures President
Reviewed by: MMM		
<p>Background/Justification: SWWD received a Clean Water Assistance Grant to implement priority small-scale Best Management Practices in the Colby Lake watershed. Installation of those projects is being coordinated with the City of Woodbury's roadway rehabilitation project which will occur throughout the summer. Staff requests that the Board approve landowner contracts for BMPs in the phase 1 area of the project. Phase 2-4 projects will be considered at the June board meeting. Additional information is provided in the attached documents.</p>		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: \$80,000 (75% CWF Grant Funds/25% SWW SUF)		Comments:
Fund CWF Grant/SWW SUF	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments



Memo

To: SWWD Board of Managers

From: John Loomis

CC:

Date: May 1, 2012

RE: Colby Lake 1st Addition Neighborhood Retrofit, Phase 1

Background

In 2011, SWWD completed its Colby Lake management plan as a precursor to the larger Northern Watershed Management Plan/4b Demonstration. Subsequent to completion of the management plan, SWWD worked with the Washington Conservation District (WCD) and City of Woodbury to complete a Subwatershed Retrofit Analysis (SRA) which identified priority best management practices (BMPs) throughout the Colby Lake watershed which represent the most cost-effective options for restoring the lake.

In late 2011, SWWD was awarded a Clean Water Assistance Grant through BWSR for implementation of small scale BMPs identified in the SRA report. Implementation of those BMPs will occur during the City's Roadway Reconstruction project in the same neighborhood. That roadway project is split into 4 phases. A map is attached.

Schedule

A schedule for implementation of the priority BMPs is attached. Following outreach and education efforts by SWWD, WCD, the City, and East Metro Water Resources Education Program, we have secured commitments from 7 homeowners in the phase 1 area who will allow us to install modified curb-cut raingardens. We are currently working on securing commitments from an additional 13 landowners in the phase 2-4 areas. During the roadway project, the City's contractor will install additional catch basin structures adjacent to the participating landowners and just "upstream" of existing catch basins. The new catch basins will not be connected to the storm sewer system, but rather will be used to intercept and remove runoff that would otherwise enter the storm sewer system. Later in the summer, SWWD will secure its own contractor to construct the raingardens and complete the connection of the raingardens to the new catch basin structures. An underdrain and overflow will be provided for each raingarden to ensure that they function as intended and prevent flooding in the landowners' yards.

Budget

Between the Clean Water Assistance Grant (75%) and SWWD's local match (25%), SWWD has \$200,000 available for installation of the BMPs. Based on the anticipated installation costs for the raingardens, we should have funding for approximately 25 BMPs. Installation will include

the new catch basin structures, raingarden construction, and plants and mulch. Labor for planting and mulching will be provided by the landowners.

Benefit

We anticipate that implementation of these priority BMPs will remove nearly 100 lbs/yr of phosphorus from the existing stormwater system and reduce the total phosphorus load delivered to Colby Lake by over 10.5 lbs/yr. We expect this project along with improvements the City is making as part of its roadway reconstruction project and improvements planned as part of the CSAH 19 project in 2013 to achieve nearly all of the watershed load reduction necessary to restore Colby Lake. Additional upstream and in-lake load reductions will also be necessary.

Request

May 8, 2012: Staff requests that the Board approve executing the Conservation Practice Assistance Contracts for the 7 landowners in the Phase 1 area of the project. A draft contract is attached. In June, we will request that the Board approve contracts for phase 2-4 landowners, that the Board allocates funding for all projects, and the Board authorizes staff to seek contractor bids for construction of the BMPs.

Phase 1 properties include:

- 3018 Leyland Tr (2 BMPs)
- 2934 Leyland Pl
- 9181 Andrea Dr (2 BMPs)
- 3100 Greenwich Dr
- 2990 Leyland View
- 9461 Wentlock Rd (2 BMPs)



Date: May 2, 2012	South Washington Watershed District Request for Board Action	Agenda Item # 13
Title: SWWD Staff Annual Performance Review	Board Action Requested: Approval of Annual Performance Review	Required Signatures None
Reviewed by: MMM		
Background/Justification: Attached is a summary of the SWWD Administrator annual performance review prepared by Mr. Jack Clinton. Also attached is an annual performance review summary for the SWWD staff. Both reports have been reviewed by the Board personnel committee.		
Previous Action: None		Contact: MMM
Date Received: May 2, 2012	SWWD Administrator/Date: May 2, 2012	SWWD Attorney/Date
Financial Implications: N/A		Comments:
Fund	Explanation:	Fund Balance:
Decision Needed/Date	Administrative Recommendation <u>Approval</u> Informational Denial No Recommendation	Comments

