

Metropolitan Soil and Water Conservation Districts Technical Service Area Joint Powers Board (MCD) Meeting Wednesday, February 28, 2018 Start time is 4:00 p.m. Earle Brown Tower, 6120 Earle Brown Drive, Brooklyn Center 5<sup>th</sup> Floor Conference Room

### AGENDA

<u>ltem</u>	Description	<u>Packet</u> Page(s)	<u>Type</u>
1	Call to Order		
2	Open Floor		
3	Election of Officers		Action
4	Approval of Agenda - Additions/Corrections/Deletions		Action
5	Approval of Minutes – November 15, 2017	2-4	Action
6	Manager's Meeting Notes – January 31, 2018	5-6	Information
7	Treasurer's Report – Scott Reporting		
	7.1 February, 2018 Treasurer's Report	7-8	Action
	7.2 Checking Account Transactions Report	9	Information
8	Engineering and Technical Assistance (ETA) – Dakota Reporting		
	8.1 Engineering/Technical Asst & Equipment Report as of December 31, 2017	10-11	Information
	8.2 Grant Status Report as of December 31, 2017	12	Information
	8.3 CY17 Accomplishment Reports	13-16	Information
	8.4 CY18-19 Capital Equipment Plan	17-18	Action
9	Subwatershed Analysis Program (SWA) – Washington Reporting		
	9.1 Program Updates		Information
10	Metro Area Children's Water Festival (MACWF) – Carver Reporting		
	10.1 Program Updates		Information
11	Campus Groundwater Conservation Planning (CGCP) – Anoka Reporting		
	11.1 Program Updates		Information
	11.2 Work Plan Budget and Expiration Date Amendment	19	Action
12	Minnesota Ag Water Quality Certification Program (MAWQCP) – Scott Reporting		
	12.1 Program Updates		Information
13	Other Business		
	13.1 Bid for FY2017 Financial Audit	20-24	Action
	13.2 FY2020– 2021 Biennial Budget Request	25-38	Action
	13.3 Technical Training Acceleration Grant Application	39-42	Action
	13.4 2018 Regular Meeting Date Schedule & Location	43	Action
	13.5 Employee Yellow Pages		Information
	13.6 Watershed Based Funding		Information
14	Member District Updates		Information
15	Agenda Items for Next Meeting		Information
16	Adjourn		Action



### MEETING MINUTES Wednesday, November 15, 2017 4:00 p.m. 5th Floor Conference Room Earle Brown Tower, 6120 Earle Brown Drive Brooklyn Center, MN.

### Attendance:

<u>District</u>	<u>Supervisors</u>	<u>Staff</u>
Anoka CD		
Carver SWCD		Mike Wanous
Chisago SWCD	Roland Cleveland	
Dakota SWCD		
lsanti SWCD	Al Koczur	
Ramsey CD	Gwen Willems	Ann White Eagle
Scott SWCD		Shelly Tietz & Troy Kuphal
Sherburne SWCD	Michael Schroeder	
Washington CD	John Rheinberger	
Wright SWCD	Mary Wetter	

### 1. Call to Order

Mary Wetter called the meeting to order at 4:05 p.m. A quorum was present.

### 2. Open Floor

None

### 3. Approval of Agenda – Additions/Corrections/Deletions

Motion 17.026 Motion by Rheinberger, second by Cleveland to approve the agenda. Motion carried

### 4. Approve Minutes

**Motion 17.027** Motion by Cleveland, second by Schroeder to approve and amend the August 30, 2017 board minutes as presented correcting the next board meeting date to read November 15, 2017. Motion carried.

### 5. Old Business

### 5.1. Education Programming

Supervisor Cleveland indicated that the managers could work on Education Programming. Mike Wanous stated that the managers discussed not establishing an education committee since Districts engage in education activities and staff routinely discuss opportunities for cooperation.

6. Manager's Meeting Notes – September 29, 2017

Wanous reported some highlights from the September 29 meeting: MAWQCP certification, One Watershed, One Plan pilot program, MASWCD Conservation District Capacity Work Group, Job Approval Authority, MCD Technical Expertise Database and Special program updates from ETA, SWA and CGCP.

### 7. Treasurer's Report – Scott SWCD Reporting

### 7.1 Treasurer's Report - November 2, 2017

Tietz read the Treasurer's Report. She reported a cash balance of \$853,400.61 and the following funds balances:

Children's Water Festival:	\$35,202.65
MCD:	\$65,831.97
Total Fund Balance is:	\$101,034.62

**Motion 17.028** Motion by Rheinberger, second by Koczur, to approve the Treasurer's Report subject to audit. Motion carried

### 7.2 Checking Account Transaction Report

Report included in packet. No discussion

### 8. Engineering and Technical Assistance (ETA)

### 8.1 ETA Engineering & Technical Assistance Report as of September 30, 2017

Kuphal read from ETA program report by district and quarter, as prepared and submitted by Dakota County SWCD, program Host.

### 8.2 Grant Status Report as of September 30, 2017

Kuphal reported on the Grant Status report which outlines the summary of each grant, also prepared and submitted by Dakota County SWCD.

### 9. Subwatershed Analysis Program (SWA)

### 9.1 Program Update

The majority of the districts have their final reports completed.

### 10. Metro Area Children's Water Festival (MACWF)

### **10.1 Program Updates**

Wanous reported the Children's Water Festival was held on Wednesday, September 27, 2017 at the State Fairgrounds. The following is a recap: 18 schools, 1,433 students, 58 teachers and 400 additional students attended the event this year.

Wanous indicated that there are looking for volunteers for next year including a bus coordinator.

### **10.1 MPCA Grant Agreement**

The MPCA wanted to donate money but needed a formal agreement signed.

**Motion 17.029** Motion by Cleveland, second by Willems, to approve Grant Agreement from the Minnesota Pollution Control Agency for \$400 for the Children's Water Festival. Motion carried

### 11. Campus Groundwater Conservation Planning (CGCP)

### **11.1 Program Updates**

Kuphal provided a review of the Campus Groundwater Conservation Planning program with a hand out provided by Mitch Haustein, Anoka Conservation District. A pilot study will be conducted to test all steps in the CGCP process and develop training materials for SWCD staff to conduct CGCP protocol.

### 12. Minnesota Ag Water Quality Certification Program (MAWQCP)

### 12.1 Program Updates

Kuphal provided a program update on the MAWQCP. Individual districts are working on the Ag Certainty. The Scott SWCD is the fiscal agent and submits a combined invoice from all districts to the Minnesota Department of Ag quarterly.

### 12.2 Grant Agreement

The Minnesota Department of Agriculture's Grant Agreement Amendment #4 extends the expiration date to December 31, 2018 and included additional funds of \$42,350.

**Motion 17.030** Motion by Rheinberger, second by Willems, to approve Amendment #4 for the MAWQCP Joints Powers Agreement. Motion carried.

### 13. Other Business

None

### **14. Member District Updates**

Wright is looking for a District Engineer.

**Motion 17.031** Motion by Rheinberger, second by Schroeder, to approve the next board meeting to Wednesday, February 28, 2018.

### 15. Adjourn

Motion 17.032 Motion by Wetter, second by Willems, to adjourn the meeting. Motion carried.

Respectfully submitted,

Gwen Willems, Secretary

Date

### METRO MANAGERS MEETING 1-31-18

### 1w1p Planning and Funding

BW provided update on Fund the Plan Process multiple partners have had meetings carver has had two anoka, washington, and dakota coming up

KB provided update on fund the plan eligibility: swcds, watersheds, wmos, cities, are eligible. 103B or 103c entitiy. Eligible activities are in 103b.101 or 801 or 231 approved plan. Entities may receive funding but activities. MW aksed for clarification about city plans. Cities are eligible, but their plans are not eligible unless the activity is identified in the watershed plan.

Jr asked if it have to be identified as a cip or just a goal in the watershed plan? KB says it is a good question - Activity to implement Goal, strategy or cip are eligible.

BW discussed Metro surface water management framework – swcds are not explicitly eligible for funding. BW wants bwsr to go back to board to get clarification so swcds comp plans are eligible plans. TK suggests we prepare a joint letter. Go to MCD board in februrary? BWSR has interpreted Framework as meaning 103b plan. KB is going to talk to Doug Thomas.

**Biannual Budget Request** – Opens up March 5<sup>th</sup>. Closes April 12<sup>th</sup>. 2020-2021 Planning. TK volunteers to do it again. Some new categories added. We can discuss at March MAnagers meeting for TK to add to elink.

**ETA** – BW provided handouts. Discussed rollover of 2017 funds – we will discuss in June. 2018 Fiscal Year – allocated 28k. Up to \$3k can be used for equipment. BW discussed upcoming equipment purchases. TK and JR have noted their equipment is aging. R10 software updates should come back to the MCD managers. TK has a drone. TK requested \$50k scanning unit. JR mentioned R10. LJ agreed scanning unit could be a real time saver, especially in topo rich areas.

SWA – JR referred to handout. 15 SWAs completed. 4 underway. Elink update completed.

**Campus Groundwater Program** – CL is going to ask for a budget adjustment and extension. Training is probably going to happen within the next couple months.

**Training and Mentoring** – FL demo'd the awesome Yellow Pages. Ties in well with JAA and training opportunities. MP asked how this all fits with area training team efforts and JAA? TK provided update on TTT – BWSR recent hires for training specialists. BWSR setting up online depository for training materials. IDPs are part of JAA tracking – coming out soon! TK discussed upcoming trainings and requested input on other training needs. Funding is available for course development. TTA Grant deadline is May 1 – we agree we should go as a collective application so we have to get approval at feb MCD board meeting. TK will send Training link to MCD managers. TD has immediate training needs – a mentorshiop process is needed ecological restoration and some stormwater items.

BMP Tracking – JR offered to discuss a collective approach to BMP tracking.

State Managers Meeting – Feb 28 - some people are talking about going

### 2108 MCD Meeting Schedule

Date	Time	Location	Manager
Wednesday, January 31, 2018	10:00 a.m.	Ramsey CD	Washington
Wednesday, March 28, 2018	10:00 a.m.	Ramsey CD	Wright
Wednesday, April 25, 2018	10:00 a.m.	Ramsey CD	Anoka
Wednesday, June 27, 2018	10:00 a.m.	Ramsey CD	Carver
Wednesday, July 25, 2018	10:00 a.m.	Ramsey CD	Chisago
Wednesday, September 26, 2018	10:00 a.m.	Ramsey CD	Dakota
Wednesday, October 31, 2018	10:00 a.m.	Ramsey CD	Hennepin
Wednesday, December 26, 2018	10:00 a.m.	Ramsey CD	Isanti

### Actions for Next MCD Meeting

1w1p biannual budget 2yr equipment plan campus groundwater update show off yellow pages training grant approval

### Attendance

Jay Riggs	Washington
Craig Mell	Chisago
Mike Wanous	Carver
Tiffany Dieterman	Isanti
Brian Watson	Dakota
Francine Larson	Sherburne
Ann Whiteeagle	Ramsey
Chris Lord	Anoka
Karen Galles	Hennepin
Luke Johnson	Wright
Mary Peterson	BWSR
Kevin Bigalke	BWSR
Troy Kuphal	Scott

### Metropolitan Conservation District Treasurer's Report As of February 20, 2018

	Previous Cash Balance		2/20/2018
ETA - Engineerng and Techni	cal Assistance		
ASSETS			
Cash - Previous Balance - 11/2/2017	\$600,750.79		
Income		\$0.00	
Expense		\$55,350.39	
Cash - Ending Balance -2/20/2018			\$545,400.40
Accounts Receivable			
LIABILITIES			
NPEAP/ETA		\$545,400.40	
Total Liabilities		\$545,400.40	
FUND BALANCE		\$0.00	

### SWA - Sub-watershed Analysis

ASSETS			
Cash - Previous Balance -11/2/2017	\$66,102.25		
Income		\$0.00	
Expense		\$31,251.00	
Cash - Ending Balance -2/20/2018			\$34,851.25
LIABILITIES			
SWA Grant - 2014		<u>\$34,851.25</u>	
Total Liabilities		\$34,851.25	
FUND BALANCE		\$0.00	

### **CGCP - Campus Groundwater Conservation Planning**

ASSETS		
Cash - Previous Balance -11/2/2017	\$85,512.95	
Income	\$0.00	
Expense	\$15,302.49	
Cash - Ending Balance -2/20/2018		\$70,210.46
LIABILITIES		
CGCP Liability 2016	<u>\$70,210.46</u>	
Total Liabilities	\$70,210.46	
FUND BALANCE	\$0.00	

### MAWQCP - MN Ag Water Quality Certification

ASSETS		
Cash - Previous Balance -11/2/2017	\$0.00	
Income	\$10,601.74	
Expense	\$19,088.14	
Cash - Ending Balance -2/20/2018	\$8,486.39	-\$8,486.40
Accounts Receivable	\$8,486.40	
FUND BALANCE	\$0.00	

### **CWF - Childrens' Water Festival**

ASSETS			
Cash - Previous Balance - 11/2/2017	\$35,202.65		
Income		\$3,657.74	
Expense		\$5,689.15	
Cash - Ending Balance -2/20/2018			\$33,171.24
FUND BALANCE		\$33,171.24	

### Metropolitan Conservation District Treasurer's Report As of February 20, 2018

### **MCD - Metro Conservation District**

ASSETS		
Cash - Previous Balance -11/2/2017	\$65,831.97	
Income	\$2,242.89	
Expense	\$10,714.50	
Cash - Ending Balance - 2/20/2018		\$57,360.36
Accounts Receivable	\$0.00	
FUND BALANCE	\$57,360.36	
TOTAL FUND BALANCE	\$90,531.60	

TOTAL CASH BALANCE

\$732,507.31

### BANK ACCOUNT SUMMARY

Accounts Type	Bank	Balance
Checking	Hometown	\$31,043.70
Savings	Hometown	<u>\$701,463.61</u>
Total Cash		\$732,507.31

### Metro Conservation District As of February 20, 2018

### Agenda Page 9

Туре	Date Nu	n Name	Split	Debit	Credit	Balance
						53,236.89
Check	11/07/2017 158	Vista View Elementary School	CWF Expenses		153.24	53,083.65
Check	11/07/2017 158	Minnesota State Fair	CWF Expenses		4,122.45	48,961.20
Check	11/07/2017 1589	Lake Elmo Elementary School	CWF Expenses		432.28	48,528.92
Check	11/13/2017 1590	Scott Soil and Water Conservation Dist.	MAWQCP		1,664.66	46,864.26
Check	11/13/2017 159 <sup>.</sup>	Dakota County Soil & Water Conservation D	MAWQCP		1,162.08	45,702.18
Check	11/13/2017 159:	Wright Soil & Water	MAWQCP		3,395.50	42,306.68
Check	11/13/2017 1593	Sherburne SWCD1	MAWQCP		41.57	42,265.11
Check	11/13/2017 1594	Washington Conservation District	MAWQCP		4,337.93	37,927.18
Bill Pmt -Check	11/13/2017 159	Wright SWCD	SWA		9,900.00	28,027.18
Deposit	11/13/2017		Deposit	10,601.74		38,628.92
Deposit	11/22/2017		Deposit	943.00		39,571.92
Check	12/04/2017 1597	Newport Elementary	CWF Expenses		359.98	39,211.94
Check	12/06/2017 1598	Verizon Wireless	Telephone		91.58	39,120.36
Deposit	12/06/2017		Deposit	2,657.74		41,778.10
Check	12/21/2017 1599	Epiphany School	CWF Expenses		210.00	41,568.10
Check	01/08/2018 160	Richardson Elementary PTA	CWF Expenses		411.20	41,156.90
Check	01/08/2018 1600	Verizon Wireless	Telephone		91.58	41,065.32
Bill Pmt -Check	01/08/2018 1603	Hennepin County Treasurer	SWA		6,300.00	34,765.32
Bill Pmt -Check	01/08/2018 1604	Isanti SWCD	SWA		14,850.00	19,915.32
Check	01/09/2018 1605	MN Counties Intergovernment Trust	Insurance Expense		2,795.00	17,120.32
Transfer	01/25/2018		ICS Sweep Account	100,000.00		117,120.32
Check	01/25/2018 1606	Carver Soil & Water Conservation District	FY2017 NPEA/Clean Water Enhance		5,639.67	111,480.65
Check	01/25/2018 1607	Chisago Soil & Water Conservation Dist	FY2017 NPEA/Clean Water Enhance		2,662.20	108,818.45
Check	01/25/2018 1608	Dakota County Soil & Water Conservation D	FY2017 NPEA/Clean Water Enhance		5,426.34	103,392.11
Check	01/25/2018 1609	Hennepin County	FY2017 NPEA/Clean Water Enhance		1,680.00	101,712.11
Check	01/25/2018 1610	Scott Soil and Water Conservation Dist.	FY2017 NPEA/Clean Water Enhance		7,993.94	93,718.17
Check	01/25/2018 1611	Sherburne SWCD	FY2017 NPEA/Clean Water Enhance		7,597.06	86,121.11
Check	01/25/2018 1612	Washington Conservation District	FY2017 NPEA/Clean Water Enhance		2,583.90	83,537.21
Check	01/25/2018 1613	Wright SWCD	FY2017 NPEA/Clean Water Enhance		5,780.68	77,756.53
						77,756.53
Check	02/02/2018 1614	Wright SWCD	MAWQCP		4,113.00	73,643.53
Check	02/02/2018 1615	Ramsey Conservation District	MAWQCP		402.94	73,240.59
Check	02/02/2018 1616	Washington Conservation District	MAWQCP		590.30	72,650.29
Check	02/02/2018 1617	Sherburne SWCD	MAWQCP		20.79	72,629.50
Check	02/02/2018 1618	Dakota County Soil & Water Conservation D	MAWQCP		2,082.03	70,547.47
Check	02/02/2018 1619	Scott Soil and Water Conservation Dist.	MAWQCP		1,277.34	69,270.13
Check	02/02/2018 1620	Dakota County Soil & Water Conservation D	ETA 2016		1,369.81	67,900.32
Check	02/02/2018 1622	Verizon Wireless	Telephone		91.58	67,808.74
Deposit	02/05/2018		Deposit	1,000.00		68,808.74
Check	02/06/2018 1624	Anoka Conservation District	FY2017 NPEA/Clean Water Enhance		12,030.55	56,778.19
Bill Pmt -Check	02/06/2018 1625	Anoka Conservation District	CGCP		9,230.71	47,547.48
Bill Pmt -Check	02/06/2018 1626	Isanti SWCD	CGCP		1,596.67	45,950.81
Bill Pmt -Check	02/06/2018 1627	Ramsey Conservation District	CGCP		2,984.02	42,966.79
Bill Pmt -Check	02/06/2018 1628	Scott Soil and Water Conservation Dist.	CGCP, ETA, SWA		11,229.56	31,737.23
Bill Pmt -Check	02/06/2018 1629	Sherburne SWCD	CGCP		693.53	31,043.70
				115 202 AP	137,395.67	31,043.70

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Member	2017 Applicati E 8, TA Equ	ication Equip, 5.8. T	BHCI Graint Ex E & TA	penditures Equip. 5.2. T	Ott 2 Grant Ex E & TA	penditures Equip. 5.8-7	00136ram E E& TA	openditures Equip. S & T	001-4 Gram E-8-1A	Expenditures Equip. 5.8-1	Total Grent Ex E & TA	sendiuras Sonio: 5 & 7	Gram Bal E & T A	ance Equin 5.8.T
Anoka	\$ 23,600.00 \$	1,400.00	\$- -	- 5	•	- \$	÷ د	÷ \$	\$ 12,030.55	- \$	\$ 12,030.55 \$	-	\$ 11,569.45 \$	1,400.00
Carver	\$ 22,000.00 \$	3,000.00	\$ 2,572.90	\$	\$ 5,182.67	•	\$ 5,230.09	\$ 593.00	\$ 5,639.67	\$	\$ 18,625.33 \$	593.00	\$ 3,374.67 \$	2,407.00
Chisago	\$ 26,187.05 \$	, i , i ;	\$ 7,957.07	\$ -	\$ 11,305.35	- \$	\$ 2,432.50	\$ '	\$ 2,662.20	\$	\$ 24,357.12 \$	1	\$ 1,829.93 \$	
Dakota	\$ 28,393.99 \$	•	\$ 1,464.62	\$	\$ 3,667.74	\$	\$ 6,881.89	ۍ ۲	\$ 5,426.34	ې ۱	\$ 17,440.59 \$	1	\$ 10,953.40 \$	•
Hennepin	\$ 44,000.00 \$	•	\$ '	\$	\$ 19,000.00	\$	s.	\$	\$ 1,680.00	¢	\$ 20,680.00 \$		\$ 23,320.00 \$	4
Isanti	\$ 25,000.00 \$	×	\$ 658.90	\$	\$ 3,884.71	\$	\$ 9,892.00	\$ '	\$ 2,193.81	۰ ۲	\$ 16,629.42 \$		\$ 8,370.58 \$	
Ramsey	\$ 40,024.87 \$	•	\$ 650.00	- -	\$ 16,000.00	\$	ۍ ۲	, ,	ۍ ۲	Ŷ	\$ 16,650.00 \$	1	\$ 23,374.87 <b>\$</b>	
Scott	\$ 22,000.00 \$	3,000.00	•	•	\$ 11,480.00	\$ 3,000.00	\$ 10,517.00	\$	\$ 7,993.94	\$ '	\$ 29,990.94 \$	3,000.00	\$ (7,990.94) \$	
Sherburne	\$ 30,712.76 \$	1	\$ 6,411.17 \$	\$	\$ 1,034.67	- \$	\$ 1,953.30	\$	\$ 7,597.06	Ş	\$ 16,996.20 \$	•	\$ 13,716.56 \$	
Washington	\$ 22,184.90 \$	2,823.00	\$ 6,602.12	\$ 2,822.84	Ş	, ,	\$ 12,807.15	\$ '	\$ 2,583.90	\$ '	\$ 21,993.17 \$	2,822.84	\$ 191.73 \$	0.16
Wright	\$ 32,181.18 \$		\$ -	\$	\$ 14,714.50	- \$	\$ 11,686.00	<u>ې</u>	\$ 5,780.68	<del>،</del>	<u>\$ 32,181.18</u> <u>\$</u>		\$ - \$	, 4 - - -
Subtotal:	\$ 316,284.75 \$ 1	\$ 10,223.00	\$ 26,316.78	\$ 2,822.84	\$ 86,269.64	\$ 3,000.00	\$ 61,399.93	\$ 593.00	\$ 53,588.15	\$ -	\$ 227,574.50 \$	6,415.84	\$ 88,710.25 \$	3,807.16
Total Grant:	\$ 32	\$ 326,507.75		\$ 29,139.62		\$ 89,269.64		\$ 61,992.93		\$ 53,588.15	\$	233,990.34	\$	92,517.41
	2017 Application (	Mettah)	Dir FMetter 5	(penditures)	Dig 2 Metch B	quenditores	our 3 March 5	openditures	Sup 4 March	Expenditures	Total March Ex	penditures	Match 88	ងពេខ
Member	E & TA Equi		E & TA	Equip, 5-8-T	E & TA	Equip, 5 & T	E & 1A	Equip, S.& T	E & 10	Equip, 5.8.7	E & TA	5000 S & T	E&TA	squip, 5 & T
Anoka	\$ 5,000.00 \$	•	۰ ه	-	Ś		\$	\$	\$ 5,000.00	, , ,	\$ 5,000.00 \$		\$ - \$	ł
Carver	\$ 5,000.00 \$	600.00	\$ 909.22	·	\$ 928.55 \$	-	\$ 1,197.96	¢ '	\$ 2,667.32	۰ ۲	\$ 5,703.05 \$	1	\$ (703.05) \$	600.00
Chisago	\$ 5,000.00 \$	1	Ş	1	\$ - \$	÷.	\$ 8,456.19	•	\$	۔ \$	\$ 8,456.19 \$		\$ (3,456.19) \$	F
Dakota	\$ 5,000.00 \$		\$ S	•	\$ 16,125.00 \$	• • •	\$ 10,312.50	\$	۰ ۲	\$ -	\$ 26,437.50 \$	1	\$ (21,437.50) \$	•
Hennepin	\$ 5,686.17 \$	•	\$ 5	\$	\$ 1,651.44 \$	\$	۰ چ	\$	\$ 16,802.88	، ج	\$ 18,454.32 \$		\$ (12,768.15) \$	•
Isanti	\$ 9,594.00 \$	•	\$ - \$	•	\$ 4,705.41 \$		\$ 1,997.42	\$	۔ ج	\$	\$ 6,702.83 \$	1	\$ 2,891.17 \$	
Ramsey	\$ 8,744.49 \$	•	Ş	-	\$ 11,000.00 \$	•	ۍ ډ	\$	\$	- \$	\$ 11,000.00 \$		\$ (2,255.51) \$	•
Scott	\$ 5,000.00 \$	•	\$ -	-	\$ 5,275.00 \$	\$ 10.64	\$ \$	\$	\$	۰ ۲	\$ 5,275.00 \$	10.64	\$ (275.00) \$	(10.64)
Sherburne	\$ 5,000.00 \$	1	\$ 587.55 \$	-	\$ 3,033.16 \$	• :	ŝ	\$	\$ 227,595.09	۰ ډ	\$ 231,215.80 \$	1	\$ (226,215.80) \$	•
Washington	\$ 4,292.00 \$	708.00	\$	\$ 708.00	\$ -	•	\$ 5,167.50	\$	\$	۔ ج	\$ 5,167.50 \$	708.00	\$ (875.50) \$	-
Wright	\$ 7,697.00 \$		-7 - -		\$ 7,719.00		\$ -	\$ -	\$ 46.82	\$	\$ 7,765.82 \$	1	\$ (68.82) \$	
Subtotal:	\$ 66,013.66 \$	1,308.00	\$ 1,496.77 \$	\$ 708.00	\$ 50,437.56 \$	\$ 10.64	\$ 27,131.57	¢ -	\$ 252,112.11	s ۔	\$ 331,178.01 \$	718.64	\$ (265,164.35) \$	589.36
Total Match:	\$ 6.	67,321.66		\$ 2,204.77	•,	\$ 50,448.20		\$ 27,131.57		\$ 252,112.11	\$	\$ 331,896.65	\$	\$ (264,574.99)

2017 Member Allocation is \$25,000 with up to \$3,000 for Equipment, Supplies, Training. \$5,000 Match Per Member. \* Member Applications greater than \$25,000 inlcude past year balances.

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CY18 - E	ngineering/Tec	CY18 - Engineering/Technical Assistance &	ce & Equipment	: Expenditu	res Report (F	(FY 17, 18 G	l8 Grants)		
Member	2018 Application E & TA Equip. S & T	Qtr 1 Grant Expenditures E & TA Equity, S & T	Qtr 2 Grant Expenditures E & TA Equip, 5 & T	Qtr 3 Grant Expenditures E & TA Equip. 5 &	Qtr 4 Grant Expendi E & TA Equip.	tures Total Gran 5 & T	n Styenditures Foulo: 5 & T	Grant Balance E & TA Equip. S	ا۔ مربع
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Total Grant:	\$ 280,000.00	- \$	- \$	۔ \$	\$	1	\$	\$ 280,000.00	00.00
	2018 Application (Match)	ON 1 Match Expenditures	Or 2 March Supenditures	Off 3 March Expenditures	Bir 4 March Expand	tures Total Mare	di Expenditures	Match Balance	
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Subtotal:	\$ 49,525.00 \$ 375.00	\$ - \$ - \$	\$ - \$ - \$	\$ - \$ -	\$ - \$	- \$ -	- \$	\$ 49,525.00 \$ 37	375.00
Total Match:	\$ 49,900.00	- \$	÷	- \$	\$		\$ -	\$ 49,90	49,900.00

2018 Member Allocation is \$28,000 with up to \$3,000 for Equipment, Supplies, Training. \$3,500 Match Per Member.

### Agenda Page 11

Metro Conservation Districts Technical Service Area Grants Status

		FY 2017 NPEAP \$125,000	P \$125,000		FY	2017 ETSA Pe	FY 2017 ETSA Part 1 \$125,000		FY 2017 E	FY 2017 ETSA Part 2 \$115,000	115,000
		10/27/2016 to 06/30/2019	06/30/2019			10/27/2016 to 06/30/2019	06/30/2019		10/27/	10/27/2016 to 06/30/2019	2019
			T/E				Supplies,				T/E
		T/E	Assistance	Supplies &		T/E	Equipment,	Recorded		Τ/Ε	Assistance
	Admin.	Assistance	Match	Training	Admin.	Assistance	Training	Match	Admin.	Assistance	Match
Workplan:	\$6,500.00	\$100,000.00	\$12,500.00	\$18,500.00	\$2,500.00	\$67,500.00	\$55,000.00		\$2,500.00	\$112,500.00	\$28,750.00
	\$125,000.00				\$125,000.00				\$115,000.00		
CY 2017 Expenses:	\$3,301.60	\$30,676.80	\$27,037.80	\$3,957.10	\$1,500.00	\$2,488.08	\$42,510.08	\$708.00	\$1,500.00	\$112,500.00	\$279,243.68
CY 2018 Expenses:	\$0.00		\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures:	\$3,301.60	\$30,676.80	<b>30,676.80</b> \$27,037.80	\$3,957.10	\$1,500.00	\$2,488.08	2,488.08 \$42,510.08		\$1,500.00	\$112,500.00	\$279,243.68
Total All Grant Exp:	\$37,935.50				\$46,498.16				\$114,000.00		
Balance:	\$3,198.40	\$69,323.20	-\$14,537.80	\$14,542.90	\$1,000.00	\$65,011.92	\$12,489.92	-\$708.00	\$1,000.00	\$0.00	\$0.00 -\$250,493.68
Encumbered:	\$6,500.00	\$69,323.20		\$18,500.00	\$2,500.00	\$19,387.05	\$16,297.08		\$2,500.00	\$112,500.00	
Unencumbered:	\$0.00	\$30,676.80		\$0.00	\$0.00	\$48,112.95	\$38,702.92		\$0.00	\$0.00	

		FY 20	FY 2018 NPEAP \$145,000	45,000	
		10/06	10/06/2017 to 06/30/2020	0/2020	
			T/E		
		T/E	Assistance		Supplies /
	Admin.	Assistance	Match	Equipment	Training
Workplan:	\$6,500.00	\$100,000.00	\$14,500.00	\$20,000.00	\$18,500.00
	\$145,000.00				
CY 2017 Expenses:	\$0.00	\$7,990.94	\$0.00	\$0.00	\$0.00
CY 2018 Expenses:		\$0.00	\$0.00	\$0.00	\$0.00
Total Expenditures:		\$7,990.94	\$0.00	v	\$0.00
Total All Grant Exp:	\$7,990.94				\$0.00
Balance:	\$6,500.00	\$92,009.06	\$14,500.00	\$20,000.00	\$18,500.00
Encumbered:	\$6,500.00	\$6,500.00 \$100,000.00		\$0.00	\$18,500.00
Unencumbered:	\$0.00	\$0.00		\$20,000.00	\$0.00

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		T/E	Assistance	Match	\$24,000.00		\$0.00	\$0.00	\$0.00	\$24,000.00		
00	2020		T/E	Assistance	\$194,500.00		\$0.00	\$0.00	\$0.00	\$194,500.00	\$159,000.00	\$35,500.00
FY 2018 ESTS \$240,000	10/06/2017 to 06/30/2020		Supplies /	Training	\$18,500.00		\$0.00 \$0.00 \$0.00 \$0.00	\$0.00 \$0.00 \$0.00 \$0.00	\$0.00	\$18,500.00	\$1,000.00	\$17,500.00
FY 201	10/06/2			Equipment	\$20,000.00		\$0.00	\$0.00	<b>\$0.00</b> \$0.00	\$20,000.00	\$20,000.00	\$0.00
				Admin.	\$7,000.00	\$240,000.00	\$0.00	\$0.00	\$0.00	\$7,000.00	\$7,000.00	\$0.00

### Agenda Page 12

BWSR

Accomplishments Report Technical Service Area Calendar Year 2017

Annual reporting is required on a calendar year basis by February 1. Please upload the completed report to the Attachments tab in eLINK for the 2017 Non-Point Engineering Assistance Program Grant. Please note

that this report includes accomplishments for 2017 TSA Accelerated Implementation Grants as well which will be captured with a new Type of Practice Assisted (Other Non-Engineering Services) and a

lew Technical Assistance Funding Source (Other CWF). Please be sure to use the instructions and

information categories provided at the red triangles above the corresponding column.

Please upload your TSA Accomplishments Report in the Attachments of your NPEA JPB Grant 2017 grant record, and name the document "CY17 TSA Accomplishments - Area #".

Thanks!

**Metro Area Conservation Districts** Area 4 TSA/JPO Number: TSA/JPO Name:

Host SWCD or TSA Staff February 1, 2018 651-480-7786 Date: Telephone Number: Prepared by:

lana.rotty@co.dakota.mn.us E-mail Address:

> Anoka **Noka**

Anoka Carver

opuar [ocal Technical Assistance Funding Source(s) State other than CWF Other CWF (AIG, etc.) TSA Clean Water Fund × NPEA Base Grant Federal Unit of Measure feet feet feet acres feet feet each each each each each feet feet each each 325 325 800 600 118 28 nh(s) Primary Practice Code 803M 580 580 643 643 712M 638 638 712M 712M 712M 580 580 580 580 580 580 Type of Practice Assisted (From List Provided) ther Water Quality osion Control ther Water Quality other Water Quality ther Water Quality ther Water Quality ther Water Quality ther Water Qualit rosion Control osion Control osion Control osion Control osion Control osion Control Other Technical Assistance Assistance Provided Constr Assist Design Site Evaluation tum River Central Regional Riverbank Stabilization um River Central Reg Riverbank Stabilization **Project Identification** (survey/design/project management) survey/design/project management) overnment Center overnment Center Native Planting ak Glen Creek Pond Exp. S IESF Hwy 5 Basin planting K Center phase 2 crow River Bank Stab Vorth Shore Concept erseth planting avaria project DaVinci's Wing amden Twp lesse site 2 renz Marks SWCD

Page 1

feet each

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Other Water Qualit Other Water Qualit

osion Contro

Watertown Sculpture Garden Naconia shoreline revisions

**Naconia Food Shelf** 

Carver 26 Carver

Rick Johnson Park

**Vorth Shore Road** 

auls shoreline

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metric         metric<	go	Maple Street		×	×		Other Water Quality	410	-	each	×	×	×		
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Constration         X <thx< th="">         X</thx<>	e	Biessel, A	×				Erosion Control	101M	F	each	×	×		L	
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Bink intendention         X         X         X         X         X         X         Y		Drewery, G.	×			<u> </u>	Erosion Control	342	f	each	×	×			
Bill         Bill         Control         N         <	E	Farmers Insurance Retrofit		×			Other Water Quality	712M	1	each	×	×			
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Perton         x <td></td> <td>Kimmes, B.</td> <td></td> <td>×</td> <td></td> <td></td> <td>rosion Control</td> <td>342</td> <td>-</td> <td>each</td> <td>×</td> <td>×</td> <td></td> <td></td> <td></td>		Kimmes, B.		×			rosion Control	342	-	each	×	×			
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Studing funct Park.         IX         IX <td></td> <td>Raingarden Projects</td> <td>ſ</td> <td>×</td> <td></td> <td></td> <td>Other Water Quality</td> <td>MIOI</td> <td></td> <td></td> <td>×</td> <td>×</td> <td></td> <td></td> <td>-</td>		Raingarden Projects	ſ	×			Other Water Quality	MIOI			×	×			-
Sentag. 4.         Notag. 4.         <		Rambling River Park		×	×		rosion Control	580	800	feet	×	×	-		
Inot.1.Tot.1.XXKEvolutication6431erclXXYYYUnderWarenteet, M.XXXXYYYXXYYY<		Sontag, B.	×	ſ			Trosion Control	101M			×	×			╞
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Weatherk, L.Weatherk, L.Mean <td></td> <td>Wagner, R.</td> <td>×</td> <td>ſ</td> <td></td> <td></td> <td>Trosion Control</td> <td>638</td> <td>1</td> <td>each</td> <td>×</td> <td>×</td> <td></td> <td>×</td> <td>╞</td>		Wagner, R.	×	ſ			Trosion Control	638	1	each	×	×		×	╞
HefRed Stormwater Infrastructure Management Program <th< td=""><td></td><td>Weatherly, L.</td><td>×</td><td>×</td><td></td><td></td><td>Erosion Control</td><td>412</td><td>675</td><td>feet</td><td>×</td><td>×</td><td></td><td>×</td><td>Ļ</td></th<>		Weatherly, L.	×	×			Erosion Control	412	675	feet	×	×		×	Ļ
Feh Lake Stope Stabilization       x <th< td=""><td>pin County</td><td>HCRRA Stormwater Infrastructure Management Program - Water Quality Assessment</td><td>,</td><td></td><td></td><td></td><td>Ther Water Ousline</td><td>E10M</td><td></td><td>the</td><td>&gt;</td><td>,</td><td></td><td></td><td></td></th<>	pin County	HCRRA Stormwater Infrastructure Management Program - Water Quality Assessment	,				Ther Water Ousline	E10M		the	>	,			
WQ assessment of county-owned stormwater         X         MQ assessment of county-owned stormwater         X         MQ assessment of county-owned stormwater         X         MQ assessment of county-owned stormwater           Ref constraint         X	pin County	Fish Lake Slope Stabilization		T			Trotion Control	1011	+-	each	, ,	{ >	╞	$\left  \right $	╞
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Intercent of the stability froid of t		Rhis Lake Cost Shre Design	I	<b>†</b>	T		Uther water Quality	WINT	-			×		×	+
Blue Lake St. Intel Fastbility/Hoject Design     X     X     X     X     X     X     X       Spectacle Lake Subwatershed Assessment     X     X     Other Water Quality     510M     X     X     X     X     X       V     Ulydale Stabilization     X     X     Other Water Quality     510M     X     <			T		T		Erosian Control	200	-	eacn	×	×		×	4
Spectacle Lake Subwaterihed Assessment     X     X     X     X     X     X     X     X       Ulydale Stabilization     X     X     X     X     X     X     X     X     X       Ulydale Stabilization     Ulydale Stabilization     X     X     X     X     X     X     X     X       Usydale Stabilization     Ulydale Stabilization     X     X     X     X     X     X     X     X       Vest Avenue Raigarden/Shoreline     X     X     X     X     X     X     X     X       Adamek, Robert Streambark Erosion (SR-16-229)     X     X     X     X     X     X     X     X       Bailey, Joyce and Join Buff Erosion (SR-16-229)     X     Erosion Control     580     100     feet     X     X     X     X       Bailey, Joyce and Join Buff Erosion (SR-13-032)     X     X     X     X     X     X     X       Bailey, Joyce and Join Buff Erosion (SR-16-232)     X     X     X     X     X     X     X       Bailey, Joyce and Join Buff Erosion (SR-16-1302)     X     X     X     X     X     X     X       Bailey, Joyce and Join Buff Erosion (SR-16-1302)     X     X     X <td></td> <td>Blue Lake SE Inlet Feasibility/Project Design</td> <td>×</td> <td>×</td> <td>T</td> <td>9</td> <td>Other Water Quality</td> <td>101M</td> <td>+</td> <td></td> <td>×</td> <td>×</td> <td></td> <td>×</td> <td></td>		Blue Lake SE Inlet Feasibility/Project Design	×	×	T	9	Other Water Quality	101M	+		×	×		×	
V       Ulydale Stabilization       X		Spectacle Lake Subwatershed Assessment	×			J	Other Water Quality	510M			×	x		×	_
·         West Avenue Raingarden/Shoreline         X         X         Frosion Control         580         X	Y	Lilydale Stabilization		×		0	Other Water Quality	554	2	acres	×	×	×		×
16-1220         X         Erosian Control         580         100         feet         X         X           3-032)         X         Frosian Control         468         705         feet         X         X         X           3-032)         X         X         Frosian Control         580         705         feet         X         X         X           3-032         X         X         705         feet         X         X         X         X	٨	West Avenue Raingarden/Shoreline		×		ш	rosion Control	580			×	×		×	_
3-132)         X         Icrosion Control         468         705         feet         X         X         X         X         233           3-032)         X		Adamek, Robert Streambank Erosion (SR-16-229)	×			<u>تا</u>	irosion Control	580	100	feet	×	×		×	
3.d32) X Erosion Control 580 700 feet X X X X X X X X X X X X X X X X X X		Bailey, Joyce and John Bluff Erosion (SR-13-032)			×		rosion Control	468	705	feet	×	×	×	×	L
X X Fraction Control 580 430 feet V V		Bailey, Joyce and John Bluff Erosion (5R-13-032)		ſ	×		rasion Control	580	700	feet	×	×			-
					Ī										

Agenda Page 14

CY 2017 TSA-NPEAP Accomplishment Report Form 9-26-17.xls

Page 2

	Haust, Erin Shoreline Erosion (SR-16-187)	×	×		Erosic	Erasian Control	580	100	feet	×	×	×	×	-
	Helena Township Ravine Erosion (SR-15-103)			×	Other	Other Water Quality	584	170	feet	×	×		×	
	Helena Township Ravine Erosion (SR-15-103)			×	Erosic	Erosion Control	410	1	each	×	×		×	
	Herman, Wes Sedimentation (SR-12-131) CLOSED			×	Other	Other Water Quality			each	×	×			
	Jeurissen, Jim Streambank Erosion (SR-15-176)	×		×	Erosic	Erosion Control	580	ž	feet	×	×			
	Loftus T Squared Grade Stab (SR-16-212)		×	×	Erosic	Erosion Control	410	-	each	×	×		×	
	Malecha, Ron Non-cropland Erosion (SR-16-136)		×		Erosic	Erasion Control	410	1	each	×	×		×	
	MNDNR- Section of Wildlife Ravine Erosion (SR-13-591)			×	Erosic	Erosion Control	410		each	×	×	×		
	Noe, Chris Streambank Erosion (SR-16-122)		×	×	Erosic	Erosion Control	580	65	feet	×	×			
	O'Malley, Sean Streambank Erosion (SR-14-146)	×			Erosic	Erosian Contral	580	55	feet	×	×		×	
	Shakopee, City of Streambank Erosion (SR-16-242)	×			Erosic	Erosion Control	580	100	feet	×	×			
	Shea, Kevin Shoreline Erosion (SR-16-184) CLOSED			×	Erosic	Erosion Control	580	340	feet	×	×	×	×	
	Short, Chris Shoreline Erosion (SR-16-160)	×		×	Erosic	Erosion Control	580	75	feet	×	×	×	×	
	Thompson, Dan Cropland Ephem Erosion (SR-16-189)	×	×		Erosic	Erosion Control	410	1	each	×	×	×	×	
	Vonbank, Karen Non-cropland Erosion (SR-15-255)			×	Erosic	Erosion Contral	468	120	feet	×	×		×	
	Wiedner, Don Non-cropland Erosion (SR-16-196)	×	×	×	Erosic	Erosion Control	580	75	feet	×	×		×	
Sherburne	A. Warzecha	×			Erosic	Erasion Control	580	F	each	×	×		×	-
Sherburne	Berthiaume		×	×	Erosic	Érosion Control	580	1	each	×	×		×	
Sherburne	Big Eagle Lake Sediment Control		×	×	Other	Other Water Quality	350	ы	each	×	×		×	
94 Sherburne	Big Eagle Lake Sediment Control	×			Other	Other Water Quality	580	F	each	×	×		×	_
Sharkurna	big Lake - Eugewater Bir Labe - Enctor	Ņ	T	×	Erosic	Erosion Cantrol	280		each	× :	×	-	× 1'	_
Sherburne	Big Lake - takeshore Drive	<	ļ	<u> </u>	Erocic	Erocion Control		+-	each	{ }	Ţ	╋		-
Sherburne	Bittner	×	-	-	Other	Other Water Ouality	C La	1 -	each	~				+
Sherburne	Briggs Chain		×		Other	Other Water Quality	712M	-	each	×	×			
100 Sherburne	Chihos	Х			Erosic	on Control	580	11	each	×	×		×	
Sherburne	Cowell	x			Erosic	Erosion Control	580	1	each	×	×		×	
Sherburne	Eilers Bros - CWF14-ER-06		×	×	Feedlot	ot	312	-	each	×	×			
Sherburne	Fischer, S - Sandy Lake	x			Other	Other Water Quality	712M	1	each	×	×			
104 Sherburne 4.06 Sharhinne	Hanson Hart D. Birlako	×		,	Erosic	Erosion Control	580	-	each	× :	×		×	
Sherhirne		Ņ	I	,	Erosic		280	+	each	× ,	× ,		ľ	
Sherburne	Johnson	< >			Frosie	Freedom Control			each			+		
Sherburne	K. Brown	×			Erosic	Erosion Control	580	-	each		. ×	-		
109 Sherburne	L. Ayers	×			Erosic	Erosion Control	638	-	each	×	×			
110 Sherburne	M. Kurtz - Eagle Lake	×			Other	Other Water Quality	712M	+	each	×	×			
Sherburne	McCullough	×			Erosic	Erosion Control	580	г	each	×	×		×	
112 Sherburne	Mctique	Х			Erosic	Erosion Control	580	FT	each	×	×		×	
113 Sherburne	Mitchell	×		_	Erosic	Erosion Control	350	П	each	×	×		×	
114 Sherburne	Olson, R - Eagle Lake	Х	×		Erosic	Erosion Control	580	1	each	×	×			
115 Sherburne	Pulsfuss, T - Briggs Lake	×			Erosic	Erosion Control	580	Ţ	each	×	×	-	$\vdash$	
	Robbins	×			Erosic	Erosion Control	580	1	each	×	×		×	
Sherburne	Ryan	×			Erosic	Erosion Control	580	-	each	×	×		×	
Sherburne	). Berg - FY16-U8			×	Erosic	Erosion Control	580	-	each	×	×		_	_
119 Sherburne	S. Larson	×			Erosic	Erosion Control	580	7	each	×	×		×	_
Sherburne	Schanks	×			Erosic	Erosion Contral	342	7	each	×	×		×	
Sherburne	Schmitz, R - Lake Fremont	×			Other	Other Water Quality	342	e	each	×	×	_	┦	
	Schnell, J - Briggs Lake	×			Erosic	Erosion Control	580	Ŧ	each	×	×			-

Agenda Page 15

Sharburoa	Thomason lake	>	Ĺ						2							
123 Sherburne	Trott Brook	<b>,</b>	ļ			Erosion Control	580	-	each	+	× ;	×		╉	_ ;	
		×	×			Other Water Quality	350	-	each	╉	×	×		┥		
125 Sherburne	Irout Brook - CSFY1/-10	×				Other Water Quality	350	-	each	┥	×	×		╉	×	
Washington	244	×				Other Water Quality	712M	F	each		×	×	-			
127 Washington	Afton Alps		×			Erosion Control	580	1	each		×	×	_			
126 Washington	Big marine trail erosion		×			Other Water Quality	712M	1	each	Η	×	×	_		×	×
129 Washington	Birchwood	×				Other Water Quality	712M	1	each		×	×	_			
130 Washington	Chatham concept		×			Other Water Quality	712M	1	each	-	×	×				
131 Washington	Dartmoor concept		×			Other Water Quality	712M	1	each		×	×				
132 Washington	Dodge Nature Center		×			Other Water Quality	712M	1	each	-	×	×		-		
133 Washington	forest concept		×			Other Water Quality	712M	1	each	-	×	×				
134 Washington	Glendale	×				Other Water Quality	712M	-	each		×	×				
135 Washington	Greeley Gulley		×	×		Other Water Quality	712M	F	each	-	×	×	×	-	×	×
136 Washington	Holly Lane		×			Other Water Quality	712M	-	each		×	×			┝	
137 Washington	Holly Park		×			Other Water Quality	712M	-	each		×	×				
138 Washington	Juníor High		×			Other Water Quality	712M	1	each		×	×	×		×	
139 Washington	juniper	×				Other Water Quality	712M	F	each		×	×				
140 Washington	locust	×				Other Water Quality	712M	1	each		×	×			┢	
141 Washington	Lost concept		×			Other Water Quality	712M	1	each		×	×			┝	
142 Washington	Rice	×				Other Water Quality	712M	1	each	-	×	×			-	
143 Washington	St. Mary's		×			Other Water Quality	712M	-	each		×	×				Í
144 Washington	stillwater streets		×			Other Water Quality	712M	4	each		×	×			×	
145 Washington	Triangle park concept		×	1		Other Water Quality	712M	1	each		×	×			_	
146 Washington	Warwick concept		×			Other Water Quality	712M	1	each		×	×				
147 Washington	Wearner concpet		×			Other Water Quality	712M	1	each		×	×				
148 Washington	Wildwood	×				Other Water Quality	712M	1	each		×	×				
149 Wright	Bakeberg Basins		×			Erosion Control	638	2	each	×	×	×				
150 Wright	Burkstrand Waterway	×	×			Erosion Control	412	0.5	acres		×	×		-	-	
151 Wright	Dahiman Basins		×			Erosion Control	638	2	each		×	×		×		
152 Wright	Diers Waste Storage			×		Feedlat	313	+	each	×	x	×	×		_	
153 Wright	French Lake Filter		×			Other Water Quality	712M	1	each		×	×			-	
154 Wright	French Lake Filter -570		×			Other Water Quality		-	each		x	×				
155 Wright	Gorski Streambank		×			Erosion Control	580	250	feet		×	×			×	
156 Wright	Gruenhagen Basins		×			Erosion Control	638	4	each		×	×	×			
157 Wright	Jost Basins		×			Erosion Control	638	4	each		×	×				
158 Wright	Kelly Basins		×			Erosion Control	638	3	each	×	×	×				
159 Wright	Latvaaho	×	×			Erosion Control	580	50	feet		×	×			_	
160 Wright	Mink Lake Limestone Filter - 570		×			Other Water Quality		1	each	×	×	×	×		×	
161 Wright	Olson Basins	x		F	ĥ	Erosion Control	638	2	each	×	x	×			_	
162 Wright	Otsego County Park		×			Erosion Control	580	550	feet		×	×			×	
163 Wright	Otsego Streambank	×	×			Erosion Control	580	650	feet		×	×		-	×	×
164 Wright	Pribyi Waste Management	×				Feedlot	635	1	each	-	×	×				
165 Wright	Rieland Sediment Basin		×			Erosion Control	350	1	each	×	×	×		×		
166 Wright	Sawatzke Basins	×	×			Erosion Control	638	4	each	×	×	×				
167 Wright	Terning Basins	×	×			Erosion Control	638	2	each	×	×	×		×		
168 Wright	Triplett Basins		×			Erosion Control	638	4	each	×	×	×		×	_	
169 Wright	Valley View Waste Storage		×	×		Feedlot	313	-	each	×	×	×			×	
1			,	,	ľ		-									

### Agenda Page 16

Page 4

Draft 2/20/18

### MCD Capital Equipment Plan 2018-2019

### **Purpose:**

The purpose of the Capital Equipment Plan (CEP) is to identify needs and expenditures over the next two calendar years for the purpose of building and maintaining local engineering capacity. MCD Members employ nearly 70 staff with a variety of skill sets and abilities. In order to add value to each MCD Member and most efficiently build local capacity for providing engineering assistance, an appropriate level of survey equipment and resources are required.

### **Inventory of Survey Equipment:**

The MCD has the following inventory of major survey equipment:

Type of				
Equipment	Primary Location <sup>1</sup>	<b>Purchased Date</b>	Purchase Cost	Comments
Trimble Total Station 5605	Washington	2004	\$35,792	Equipment has limited use
Trimble Total Station 5605	Scott	Sep 2009	\$19,939	Auto lock unit
Trimble GeoXT 6000	Scott	May 2012	\$5,746 FY12 Funds	Handheld field computer with GPS
Trimble GeoXT 6000	Washington	May 2012	\$5,746 FY12 Funds	Handheld field computer with GPS
Trimble R-10	Scott	Apr 2014	\$30,701 FY14 Funds	
Trimble R-8	Washington	Apr 2014	\$18,687 FY14 Funds	Purchased as used equipment
Trimble R-10	Dakota	Mar 2016	\$33,486 FY16 Funds	
Trimble S7 Total Station	Anoka	Mar 2016	\$39,792 FY16 Funds	
Trimble S7 Total Station	Chisago	Mar 2016	\$39,792 FY16 Funds	
Trimble R-10	Carver	Dec 2016	\$30,992 FY17 Funds	
Trimble Geo7X	Ramsey	Jan 2017	\$ 8,057 FY17 Funds	Handheld field computer with GPS

1 - All MCD equipment is available for Member use.

### Approved Grant Work Plans and Budgets:

Below is a summary of MCD Board approved FY17 and FY18 ETA grant work plans. Similar funding levels should be expected in FY19 minus the special one-time \$20,000 allocation under FY18 NPEAP grant. Final development of FY19 grant work plans will occur when grant information is released in July/August of 2018.

BWSR Grant	Grant Work Plan Category	Amount	Balance as of 12/31/17	Comments
FY17 NPEAP <sup>1</sup>	Supplies/Training	\$18,500	\$12,490	
FY17 ESTS <sup>2</sup> Part 1	Supplies/Equipment	\$55,000	\$10,736	\$3,807 encumbered under CY17 ETA applications not shown in balance
FY17 ESTS Part 2	N/A	N/A	N/A	
FY18 NPEAP	Equipment	\$20,000	\$20,000	Special one-time appropriation to Metro TSA
FY18 NPEAP <sup>1</sup>	Supplies/Training	\$18,500	\$18,500	\$10,000 currently identified in work plan for training
FY18 ESTS <sup>2</sup>	Supplies/Equipment	\$38,500	\$19,750	\$18,750 encumbered under CY18 applications not shown in balance.
FY19 NPEAP <sup>3</sup>	TBD Supplies/Training	\$18,500	\$18,500	
FY19 ESTS <sup>3</sup>	TBD Supplies/Equipment	\$55,000	\$55,000	Will need to account for future requests under CY19 Member applications
Total		\$224,000	\$154,976	

1 - NPEAP funds are also used for monthly wireless expenses and necessary replacement parts such as batteries in order to maintain survey gear and training identified in annual Member applications.

2 - ESTS funds are also used for equipment and software identified in annual Member applications.

3 - Based on receiving same grant amounts and status quo within future work plan.

### Identified Equipment Needs for 2018-2019

The following major pieces of survey equipment are planned for purchase in calendar years 2018 and 2019:

Type of		Anticipated		
Equipment	Primary Location <sup>1</sup>	Purchase Date	Cost Estimate	Comments
Trimble R-10	Washington	By Jun 30, 2018	\$35,000	Replacement to R-8 located at
	washington	Dy Juli 30, 2018	FY17-18 Funds	Washington.
Trimble Total	Scott	By Dec 31, 2018	\$50,000	Replacement to Total Station
Station	5000	By Dec 51, 2018	FY18-19 Funds	located at Scott.
Trimble R-10	Wright	By Dec 31, 2019	\$35,000	
111110161(-10	vvrigit	By Dec 51, 2019	FY19 Funds	Addition to equipment inventory
Pipe Camera	Washington	Pu Dec 21, 2010	\$14,000	Purchase dependent on available
Fipe Califera	vvasnington	By Dec 31, 2019	FY19 Funds	funds.

1 – All MCD equipment is available for Member use.



ANOKA CONSERVATION DISTRICT

1318 McKay Drive NE, Suite 300 Ham Lake, MN 55304 Phone: (763) 434-2030 Fax: (763) 434-2094 www.AnokaSWCD.org

### MEMORANDUM

TO:	MCD Board
FROM:	Mitch Haustein, Stormwater and Shoreland Specialist
DATE:	February 28, 2018
SUBJECT:	CGCP Initiative - Work Plan Revision (Budget) and Grant Amendment (Timeline)

### BUDGET

The table below provides a summary of the original MCD-approved budget, BWSR-approved budget (eLINK), proposed budget, and expenditures through 2017. The proposed budget includes a shift of \$47,600 (\$38,080 grant funds and \$9,520 match funds) from 'Program Design and Production' to 'Plan Designs' (also referred to as 'Program Implementation'). Increasing the funds available for implementation will increase the potential water conservation opportunities identified. Because the shift is >10% and less than 40% (23.8%) of the total grant amount, it would require a work plan revision.

Project Activities	Fund Source	Original MCD- Approved Work Plan Budget	Current BWSR-Approved Work Plan Budget	Proposed Budget	Expenditures Through 2017
Grant Administration and Reporting	Grant	\$6,000.00	\$7,500.00	\$7,500.00	\$1,961.56
Grant Administration and Reporting	Match	\$1,500.00	\$1,875.00	\$1,875.00	\$490.39
Fiscal Management	Grant	\$1,500.00		The second second	and the second
riscal Management	Match	\$375.00			
Project Development	Grant	\$15,000.00	\$15,000.00	\$15,000.00	\$4,818.72
Floject Development	Match	\$3,750.00	\$3,750.00	\$3,750.00	\$1,204.69
Campus Groundwater Conservation Plan	Grant	\$83,420.00	\$83,060.00	\$44,980.00	\$21,509.68
program design and production	Match	\$20,855.00	\$20,765.00	\$11,245.00	\$5,388.09
Campus Groundwater Conservation Plan	Grant	\$88,160.00	\$93,920.00	\$132,000.00	\$1,479.25
designs	Match	\$22,040.00	\$23,480.00	\$33,000.00	\$369.81
Banat Compilation	Grant	\$5,920.00		Republication and	
Report Compilation	Match	\$1,480.00			
Supplies	Grant		\$520.00	\$520.00	\$20.33
Supplies	Match		\$130.00	\$130.00	\$5.08
Total	Grant	\$200,000.00	\$200,000.00	\$200,000.00	\$29,789.54
Total	Match	\$50,000.00	\$50,000.00	\$50,000.00	\$7,458.06

### TIMELINE

The current grant deadline is 12/31/18. Full implementation in 2018 would be challenging, so a grant agreement amendment to extend the deadline to 12/31/19 is proposed. The extension was discussed by Level 1 SWCD members as well as the Metro Managers and would be proposed to BWSR.

### UPDATE

The protocol has been reviewed by Level 1 SWCD members, and all comments have been incorporated. A pilot study to test the protocol is underway at Matoska IB World School in White Bear Lake. On-site data collection was completed on 1/10/18 by ACD (Mitch Haustein) and RCD (Andrea Prichard) staff. All data collected from water using systems on the campus has been processed using the current water use and potential reduction calculators. A report is being generated to serve as a template. Training for SWCD staff on how to implement the protocol will be scheduled soon.

### **REQUESTED ACTION**

Approve request to BWSR for work plan revision funding shift and grant timeline amendment as shown.

### PETERSON COMPANY LTD. CERTIFIED PUBLIC ACCOUNTANTS

580 Cherry Drive | Waconia, Minnesota 55387 952.442.4408 | Fax: 952.442.2211 | www.pclcpas.com

February 7, 2018

Shelly Tietz Metropolitan Conservation District 7151 W 190th St, Ste 125 Jordan, MN 55352

To Board of Directors:

We are pleased to confirm our understanding of the services we are to provide Metropolitan Conservation District for the year ended December 31, 2017. We will audit the financial statements of the governmental activities, the business-type activities, the aggregate discretely presented component units, each major fund, and the aggregate remaining fund information, including the related notes to the financial statements, which collectively comprise the basic financial statements of Metropolitan Conservation District as of and for the year ended December 31, 2017. Accounting standards generally accepted in the United States of America provide for certain required supplementary information (RSI), such as management's discussion and analysis (MD&A), to supplement Metropolitan Conservation District's basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. As part of our engagement, we will apply certain limited procedures to Metropolitan Conservation District's RSI in accordance with auditing standards generally accepted in the United States of America. These limited procedures will consist of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We will not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance. The following RSI is required by U.S. generally accepted accounting principles and will be subjected to certain limited procedures, but will not be audited:

- 1) Management's Discussion and Analysis.
- 2) Budgetary Comparison Schedules

### **Audit Objective**

The objective of our audit is the expression of opinions as to whether your financial statements are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles and to report on the fairness of the supplementary information referred to in the second paragraph when considered in relation to the financial statements as a whole. Our audit will be conducted in accordance with auditing standards generally accepted in the United States of America and the standards for financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, and will include tests of the accounting records of Metropolitan Conservation District and other procedures we consider necessary to enable us to express such opinions. We will issue a written report upon completion of our audit of Metropolitan Conservation District. We cannot provide assurance that unmodified opinions will be expressed. Circumstances may arise in which it is necessary for us to modify our opinions or add emphasis-of-matter or other-matter paragraphs. If our opinions on the financial statements are other than unmodified, we will discuss the reasons with you in advance. If, for any reason, we are unable to complete the audit or are unable to form or have not formed opinions, we may decline to express opinions or issue reports, or may withdraw from this engagement.

We will also provide a report (that does not include an opinion) on internal control related to the financial statements and compliance with the provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a material effect on the financial statements as required by Government Auditing Standards. The report on internal control and on compliance and other matters will

include a paragraph that states (1) that the purpose of the report is solely to describe the scope of testing of internal control and compliance, and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control on compliance, and (2) that the report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the entity's internal control and compliance. The paragraph will also state that the report is not suitable for any other purpose. If during our audit we become aware that Metropolitan Conservation District is subject to an audit requirement that is not encompassed in the terms of this engagement, we will communicate to management and those charged with governance that an audit in accordance with U.S. generally accepted auditing standards and the standards for financial audits contained in Government Auditing Standards may not satisfy the relevant legal, regulatory, or contractual requirements.

### Audit Procedures—General

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements. We will plan and perform the audit to obtain reasonable rather than absolute assurance about whether the financial statements are free of material misstatement, whether from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. Because the determination of abuse is subjective, Government Auditing Standards do not expect auditors to provide reasonable assurance of detecting abuse.

Because of the inherent limitations of an audit, combined with the inherent limitations of internal control, and because we will not perform a detailed examination of all transactions, there is a risk that material misstatements may exist and not be detected by us, even though the audit is properly planned and performed in accordance with U.S. generally accepted auditing standards and Government Auditing Standards. In addition, an audit is not designed to detect immaterial misstatements, or violations of laws or governmental regulations that do not have a direct and material effect on the financial statements. However, we will inform the appropriate level of management of any material errors, any fraudulent financial reporting, or misappropriation of assets that come to our attention. We will also inform the appropriate level of management of any violations of laws or governmental regulations that come to our attention. Us will also inform the appropriate level of management of any violations of any material abuse that comes to our attention. Our responsibility as auditors is limited to the period covered by our audit and does not extend to any later periods for which we are not engaged as auditors.

Our procedures will include tests of documentary evidence supporting the transactions recorded in the accounts, and may include tests of the physical existence of inventories, and direct confirmation of receivables and certain other assets and liabilities by correspondence with selected individuals, funding sources, creditors, and financial institutions. We may request written representations from your attorneys as part of the engagement, and they may bill you for responding to this inquiry. At the conclusion of our audit, we will require certain written representations from you about your responsibilities for the financial statements; compliance with laws, regulations, contracts, and grant agreements; and other responsibilities required by generally accepted auditing standards.

### Audit Procedures—Internal Control

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Tests of controls may be performed to test the effectiveness of certain controls that we consider relevant to preventing and detecting errors and fraud that are material to the financial statements resulting from illegal acts and other noncompliance matters that have a direct and material effect on the financial statements. Our tests, if performed, will be less in scope than would be necessary to render an opinion on internal control and,

accordingly, no opinion will be expressed in our report on internal control issued pursuant to Government Auditing Standards.

An audit is not designed to provide assurance on internal control or to identify significant deficiencies or material weaknesses. However, during the audit, we will communicate to management and those charged with governance internal control related matters that are required to be communicated under AICPA professional standards and Government Auditing Standards.

### Audit Procedures—Compliance

As part of obtaining reasonable assurance about whether the financial statements are free of material misstatement, we will perform tests of Metropolitan Conservation District's compliance with the provisions of applicable laws, regulations, contracts, agreements, and grants. However, the objective of our audit will not be to provide an opinion on overall compliance and we will not express such an opinion in our report on compliance issued pursuant to Government Auditing Standards.

### **Other Services**

We will also assist in preparing the financial statements and related notes of Metropolitan Conservation District in conformity with U.S. generally accepted accounting principles based on information provided by you. These nonaudit services do not constitute an audit under Government Auditing Standards and such services will not be conducted in accordance with Government Auditing Standards. We will perform the services in accordance with applicable professional standards. The other services are limited to the financial statement services previously defined. We, in our sole professional judgement, reserve the right to refuse to perform any procedure or take any action that could be construed as assuming management responsibilities.

### **Management Responsibilities**

Management is responsible for designing, implementing, establishing and maintaining effective internal controls, including evaluating and monitoring ongoing activities, to help ensure that appropriate goals and objectives are met; following laws and regulations; and ensuring that management and financial information is reliable and properly reported. Management is also responsible for implementing systems designed to achieve compliance with applicable laws, regulations, contracts, and grant agreements. You are also responsible for the selection and application of accounting principles, for the preparation and fair presentation of the financial statements and all accompanying information in conformity with U.S. generally accepted accounting principles, and for compliance with applicable laws and regulations and the provisions of contracts and grant agreements.

Management is also responsible for making all financial records and related information available to us and for the accuracy and completeness of that information. You are also responsible for providing us with (1) access to all information of which you are aware that is relevant to the preparation and fair presentation of the financial statements, (2) additional information that we may request for the purpose of the audit, and (3) unrestricted access to persons within the entity from whom we determine it necessary to obtain audit evidence.

Your responsibilities include adjusting the financial statements to correct material misstatements and for confirming to us in the written representation letter that the effects of any uncorrected misstatements aggregated by us during the current engagement and pertaining to the latest period presented are immaterial, both individually and in the aggregate, to the financial statements taken as a whole.

You are responsible for the design and implementation of programs and controls to prevent and detect fraud, and for informing us about all known or suspected fraud affecting the government involving (1) management, (2) employees who have significant roles in internal control, and (3) others where the fraud could have a material effect on the financial statements. Your responsibilities include informing us of your knowledge of any allegations of fraud or suspected fraud affecting the entity received in communications from employees, former employees, grantors, regulators, or others. In addition, you are responsible for identifying and ensuring that the government complies with applicable laws, regulations, contracts, agreements, and grants and for taking timely and appropriate steps to remedy fraud and noncompliance with provisions of laws, regulations, contracts or grant agreements, or abuse that we report.

You are responsible for the preparation of the supplementary information, which we have been engaged to report on, in conformity with U.S. generally accepted accounting principles. You agree to include our report on the supplementary information in any document that contains and indicates that we have reported on the supplementary information. You also agree to include the audited financial statements with any presentation of the supplementary information that includes our report thereon or make the audited financial statements readily available to users of the supplementary information no later than the date the supplementary information is issued with our report thereon. Your responsibilities include acknowledging to us in the written representation letter that (1) you are responsible for presentation of the supplementary information in accordance with GAAP; (2) you believe the supplementary information, including its form and content, is fairly presented in accordance with GAAP; (3) the methods of measurement or presentation have not changed from those used in the prior period (or, if they have changed, the reasons for such changes); and (4) you have disclosed to us any significant assumptions or interpretations underlying the measurement or presentation of the supplementary information.

Management is responsible for establishing and maintaining a process for tracking the status of audit findings and recommendations. Management is also responsible for identifying and providing report copies of previous financial audits, attestation engagements, performance audits or other studies related to the objectives discussed in the Audit Objectives section of this letter. This responsibility includes relaying to us corrective actions taken to address significant findings and recommendations resulting from those audits, attestation engagements, or other studies. You are also responsible for providing management's views on our current findings, conclusions, and recommendations, as well as your planned corrective actions, for the report, and for the timing and format for providing that information.

You agree to assume all management responsibilities relating to the financial statements and related notes and any other nonaudit services we provide. You will be required to acknowledge in the management representation letter our assistance with preparation of the financial statements and related notes and that you have reviewed and approved the financial statements and related notes prior to their issuance and have accepted responsibility for them. Further, you agree to oversee the nonaudit services by designating an individual, preferably from senior management, with suitable skill, knowledge, or experience; evaluate the adequacy and results of those services; and accept responsibility for them.

### Engagement Administration, Fees, and Other

We may from time to time, and depending on the circumstances, use third-party service providers in serving your account. We may share confidential information about you with these service providers, but remain committed to maintaining the confidentiality and security of your information. Accordingly, we maintain internal policies, procedures, and safeguards to protect the confidentiality of your personal information. In addition, we will secure confidentiality agreements with all service providers to maintain the confidentiality of your information and we will take reasonable precautions to determine that they have appropriate procedures in place to prevent the unauthorized release of your confidential information to others. In the event that we are unable to secure an appropriate confidentiality agreement, you will be asked to provide your consent prior to the sharing of your confidential information with the third-party service providers. Furthermore, we will remain responsible for the work provided by any such third-party service providers.

We understand that your employees will prepare all cash, accounts receivable or other confirmations we request and will locate any documents selected by us for testing.

We will provide copies of our reports to Metropolitan Conservation District; however, management is responsible for distribution of the reports and the financial statements. Unless restricted by law or regulation, or containing privileged and confidential information, copies of our reports are to be made available for public inspection.

The audit documentation for this engagement is the property of Peterson Company Ltd. and constitutes confidential information. However, subject to applicable laws and regulations, audit documentation and appropriate individuals will be made available upon request and in a timely manner to Minnesota Office of the State Auditor or its designee, for purposes of a quality review of the audit, to resolve audit findings, or to carry out oversight responsibilities. We will notify you of any such request. If requested, access to such audit documentation will be provided under the supervision of Peterson Company Ltd. personnel.

Furthermore, upon request, we may provide copies of selected audit documentation to the aforementioned parties. These parties may intend, or decide, to distribute the copies or information contained therein to others, including other governmental agencies.

The audit documentation for this engagement will be retained for a minimum of five years after the report release date. If we are aware that a federal or state awarding agency or auditee is contesting an audit finding, we will contact the party contesting the audit finding for guidance prior to destroying the audit documentation.

We expect to begin our audit in the summer and to issue our reports no later than October 31, 2018. Michael Peterson, is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it. Our fee for these services will be \$2,375. Our invoices for these fees will be rendered each month as work progresses and are payable on presentation. Invoices not paid within 30 days will accrue interest at 1.50%. In accordance with our firm policies, work may be suspended if your account becomes 45 days or more overdue and may not be resumed until your account is paid in full. If we elect to terminate our services for nonpayment, our engagement will be deemed to have been completed upon written notification of termination, even if we have not completed our report. You will be obligated to compensate us for all time expended and to reimburse us for all out-of-pocket costs through the date of termination. The above fee is based on anticipated cooperation from your personnel and the assumption that unexpected circumstances will not be encountered during the audit. If significant additional time is necessary, we will discuss it with you and arrive at a new fee estimate before we incur the additional costs.

We appreciate the opportunity to be of service to Metropolitan Conservation District and believe this letter accurately summarizes the significant terms of our engagement. If you have any questions, please let us know. If you agree with the terms of our engagement as described in this letter, please sign the enclosed copy and return it to us.

Sincerely,

Pite Comple

Peterson Company Ltd.

**RESPONSE:** 

This letter correctly sets forth the understanding of Metropolitan Conservation District.

By:	

Title:		

Date:		

Minnesota Boardor Resources	
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# Area 4 - Metropolitan SWCDs Technical Service Area FY 18 - 19 Biennial Budget Request

BBR ID BBR16-8313	Sulomitted Date 4/15/2016	Stafif Contact Troy Kuphal	Board Conservationist Dan Fabian	
Total Requested Biennial State Contribution: \$2,610,500.00	Total Leveraged Funds \$478,600.00	Total Resource Project and Activities Budget \$3,089,100.00	Total BMPs	Terial FTREs

## NPEA Program Grant Summary

Available Budgered

## Water Resources of Concern

Watershed Impairments Trend	Unknown N/A		
Water Resource Category	Surface & Ground Water		
Primary Water Resource of Concern	<b>Organization Wide - Surface &amp; Ground</b>	Water	

## Activity Summary

Water Resource Name	Organization Wide - Sur	Wide - Surface & Ground Water	
Activity Description	(NPEAP; \$100k) On-site ev	(NPEAP; \$100k) On-site evaluations, planning, survey, engineering, design and construction oversight for	nd construction oversight for
	the 11 member TSA. Multi	the 11 member TSA. Multiple Members have listed implementation of urban stormwater BMPs as a	in stormwater BMPs as a
	primary goal and objective	primary goal and objective within their comprehensive plans, watershed plans of partner organizations,	ans of partner organizations,
	and/or within various WR/	various WRAPS or other water resource studies.	)
Activity Category	Urban Stormwater	Capital Improvement Project?	No
	Management Practices		
Source of State Contribution	TSA NPEAP	Estimated # of FTEs	
Total Requested Bienniel State Contribution	\$100,000.00	Estimated Number of Practices	40
Estimated Leveraged Funds	\$10,000.00	Plan Type	SWCD Comprehensive Plan
			(SWCDs only, though can adopt

Report created on:4/15/16

Page 1 of 15

County Comprehensive Local Water Management Plan by resolution) Multiple water plans including county or SWCD comprehensive plans, watershed management organization plans and WRAPs documents.	r urban land use areas would use approval authority to complete the outlines timelines, funding	gn and construction oversight for an stormwater BMPs as a lans of partner organizations,	Q	20 SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution)	Multiple water plans including county or SWCD comprehensive plans, watershed management organization plans and WRAPs documents.
Action or Objective (from plan)	Anticipated workload will vary among members. Those members with larger urban land use areas would use existing staff, neighboring staff or consultants with appropriate level of job approval authority to complete the needed work. Through the TSA Board, a process has been established that outlines timelines, funding requests and a reporting process to implement activities and program funds.	Organization whoe - Surface & Ground Water (ESTS Part 1; \$50k) On-site evaluations, planning, survey, engineering, design and construction oversight for the 11 member TSA. Multiple Members have listed implementation of urban stormwater BMPs as a primary goal and objective within their comprehensive plans, watershed plans of partner organizations, and/or within various WRAPS or other water resource studies.	Capital Improvement Project? Estimated # of FTEs	Estimated Number of Practices Plan Type	\$50,000.00       Action or Objective (from plan)       Multiple water plans includin         county or SWCD       county or SWCD         control       comprehensive plans, watershed management         anticipated workload will vary among members. Those members with larger urban land use areas would use
\$110,000.00	Anticipated workload will vary amon existing staff, neighboring staff or cor needed work. Through the TSA Boar requests and a reporting process to in	Organization Wide - Surface & Ground Water (ESTS Part 1; \$50k) On-site evaluations, planning, survey, engir the 11 member TSA. Multiple Members have listed implemen primary goal and objective within their comprehensive plans, and/or within various WRAPS or other water resource studies.	Urban Stormwater Capit Management Practices Estiin TSA Enhanced Shared Estiin Technical Services 1 (no match)	\$50,000.00 Estimated \$0.00 Plan Type	\$50,000.00 Actio
Projects & Activities Budget	Describe how this activity could be accomplished in the biennium	water resource wante Activity Description	Activity Category Source of State Contribution	Total Requested Biennial State Contribution Estimated Leveraged Funds	Projects & Activities Budget Describe how this activity could be

Report created on:4/15/16

Page 2 of 15

accomplished in the biennium	existing staff, neighboring staff or consultant needed work. Through the TSA Board, a pro requests and a reporting process to impleme	existing staff, neighboring staff or consultants with appropriate level of job approval authority to complete the needed work. Through the TSA Board, a process has been established that outlines timelines, funding requests and a reporting process to implement activities and program funds.	o complete the funding
Water Resource Name	Organization Wide - Surface & Ground Water	Water	
Activity Description	(ESTS Part 2; \$40k) On-site evaluations, plan	(ESTS Part 2; \$40k) On-site evaluations, planning, survey, engineering, design and construction oversight for	n oversight for
	the 11 member TSA. Multiple Members hav	the 11 member TSA. Multiple Members have listed implementation of urban stormwater BMPs as a	Ps as a
	primary goal and objective within their com	primary goal and objective within their comprehensive plans, watershed plans of partner organizations,	anizations,
	and/or within various WRAPS or other water resource studies.	er resource studies.	
Activity Category	Urban Stormwater Capital Impre	Capital Improvement Project? No	
	Management Practices		
Source of State Contribution	TSA Enhanced Shared Estimated # of FTEs	offenes	
	Technical Services 2 (25%		
	match)		
Total Requested Biennial State Contribution	\$40,000.00 Estimated Nt	Estimated Number of Practices 16	
Estimated Leveraged Funds	\$10,000.00 Plan Type	SWCD Comprehensive Plan	ensive Plan
		(SWCDs only, though can adopt	ough can adopt
		County Comprehensive Local	iensive Local
		Water Management Plan by	ent Plan by
		resolution)	
Projects & Activities Budget	\$50,000.00 Action or 0b	Action or Objective (from plan) Multiple water plans including county or SWCD	lans including
		comprehensive plans,	olans,
		watershed management	Igement
		organization plans and WRAPs	ns and WRAPs
Describe how this activity could be	Anticipated workload will vary among membe	Anticipated workload will vary among members. Those members with larger urban land use areas would use	eas would use
accomplished in the biennium	existing staff, neighboring staff or consultants	existing staff, neighboring staff or consultants with appropriate level of job approval authority to complete the	o complete the
		Through the TSA Board, a process has been established that outlines timelines, funding	unding
	requests and a reporting process to implemer	reporting process to implement activities and program funds.	
			Ag
Wrater Resource Name	<b>Organization Wide - Surface &amp; Ground Water</b>	Vater	
Activity Description	(NPEAP; \$50k) On-site evaluations, planning, 11 member TSA Multinle Members have lie	(NPEAP; \$50k) On-site evaluations, planning, survey, engineering, design and construction oversight for the 11 member TSA - Multinle Members have listed implementation of choreline or creamback stabilization oc	ersight for the <mark>e</mark>
	a primary goal and objective within their con	and objective within their comprehensive plans, watershed plans of partner organizations,	
		er resource studies.	

Page 3 of 15

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No		10	SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution)	Multiple water plans including county or SWCD comprehensive plans, watershed management organization plans and WRAPs documents.	ig staff, neighboring staff or	needed work. Through the TSA	sts and a reporting process to		gn and construction oversight for reline or streambank ans, watershed plans of partner ss.	No			S	SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution)	Multiple water plans including
Capital Improvement Project?	Estimated # of FTEs	Estimated Number of Practices	i i i i i i i i i i i i i i i i i i i	Action or Objective (from plan)	embers. Members would use existir	approval authority to complete the	nat outlines timelines, funding reque	nd Water	20k) On-site evaluations, planning, survey, engineering, design r TSA. Multiple Members have listed implementation of shore s a primary goal and objective within their comprehensive plan and/or within various WRAPS or other water resource studies	Capital Improvement Project?	Estimated # of FTEs		Estimated Number of Practices		Action or Objective (from plan)
k or Shoreline	TSA NPEAP Estimati	\$50,000.00 Estimati	\$5,000.00 Plan Type	\$55,000.00 Action o	Anticipated workload will vary among members. Members would use existing staff, neighboring staff or	consultants with appropriate level of job approval authority to complete the needed work. Through the TSA	Board, a process has been established that outlines timelines, funding requests and a reporting process to implement activities and program funds.	Organization Wide - Surface & Ground Water	(ESTS Part 2; \$20k) On-site evaluations, planning, survey, engineering, design and construction oversight for the 11 member TSA. Multiple Members have listed implementation of shoreline or streambank stabilization as a primary goal and objective within their comprehensive plans, watershed plans of partner organizations, and/or within various WRAPS or other water resource studies.	Streambank or Shoreline Capital Protection	ced Shared	Technical Services 2 (25% match)	\$20,000.00 Estimati	\$5,000.00 Plan Type	\$25,000.00 Action o
Activity Category	Source of State Contribution	Total Requested Biennial State Contribution	Estimated Leveraged Funds	Projects & Activities Budget	Describe how this activity could be	accomplished in the biennium		Water Resource Name	Activity Bescription	Activity Category	Source of State Comribution		Total Reguested Biennial State Contribution	Estimated Leveraged Funds	Projects & Activities Budget

Page 4 of 15

[]			Agenda Page 29
county or SWCD comprehensive plans, watershed management organization plans and WRAPs documents. sting staff, neighboring staff or the needed work. Through the TSA luests and a reporting process to	ssign and construction oversight for horeline or streambank plans, watershed plans of partner dies.	No 10 SWCD Comprehensive Plan SWCDs only, though can adopt (SWCDs only, though can adopt (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution) Multiple water plans including county or SWCD	comprehensive plans, watershed management organization plans and WRAPs documents. ting staff, neighboring staff or ne needed work. Through the TSA uests and a reporting process to
Anticipated workload will vary among members. Members would use existing staff, neighboring staff or consultants with appropriate level of job approval authority to complete the needed work. Through the TSA Board, a process has been established that outlines timelines, funding requests and a reporting process to implement activities and program funds.	Organization Wide - Surface & Ground Water (ESTS Part 1; \$50k) On-site evaluations, planning, survey, engineering, design and construction oversight for the 11 member TSA. Multiple Members have listed implementation of shoreline or streambank stabilization as a primary goal and objective within their comprehensive plans, watershed plans of partner organizations, and/or within various WRAPS or other water resource studies.	Capital Improvement Project? Estimated # of FTEs Estimated Number of Practices Plan Type Action or Objective (from plan)	Anticipated workload will vary among members. Members would use existing staff, neighboring staff or consultants with appropriate level of job approval authority to complete the needed work. Through the TSA Board, a process has been established that outlines timelines, funding requests and a reporting process to implement activities and program funds.
Anticipated workload will vary among m consultants with appropriate level of job Board, a process has been established th implement activities and program funds.	Organization Wide - Surface & Ground Water (ESTS Part 1; \$50k) On-site evaluations, planning, the 11 member TSA. Multiple Members have liste stabilization as a primary goal and objective withi organizations, and/or within various WRAPS or ot	Streambank or Shoreline Protection TSA Enhanced Shared Technical Services 1 (no match) \$50,000.00 \$0.00 \$50,000.00 \$50,000.00	Anticipated workload will vary among m consultants with appropriate level of job Board, a process has been established th implement activities and program funds.
Bescribe how this activity could be accomplished in the biennium	Waiter Resource Name Acrivity Description	Activity Catagory Source of State Contribution Total Requested Biennial State Contribution Estimated Leveraged Funds Projects & Activities Budget	Describe how this activity could be accomplished in the biennium

Page 5 of 15

FTT					T	r		 	r	Age	enda Page 30
	No		20	SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution)	There are multiple connections through County/SWCD Comprehensive Water Management Plans, WMO/WD Water Resource Management Plans, and/or TMDL Implementation Plans	member counties.	gionally Significant Species program.	 טוו טו חוצוו דווטוונץ אופא מווע כטאר	No	1	SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution)
d Water Significant Species Habitat	Capital Improvement Project?	# oiHTES	Estimated Number of Practices		Action or Objective (from plan)		eate and restore Pollinator and Re ember districts similar to the SWA Water	רצוופט אוומוץצוא וטר נוופ ומפתנווונמנו סח	Capital Improvement Project?	# of FTEs Mumhor of Perefices	Plan Type
Vide - Surface	Special Projects Capital Im	Lessard-Sams Outdoor Estimated # of FTEs Heritage Council (Except RIM)		2.00 Plan Type			Implementation funding for projects to create and restore Pollinator and Regionally Significant Species Habitat. Funds would be distributed to member districts similar to the SWA program. Organization Wide - Surface & Cround Water	(CWF Accel Impl; >240) Conduct Subwatershed Analysis for the Identification of high Friority Sites and Cost Effective BMP's for NPS Pollution Reduction	Planning and Assessment Capital Im	Water Fund - Implementation	
Organi (LSOHC)	Special		iteite Contribution \$240,000.00	\$60,000.00	\$300,000.00			Effective	Planning		
Water Resource Name Activity Description	Activity Calegory	Source of State Contribution	Total Requested Biennial State Contribution	Estimated Leveraged Funds	Projects & Activities Budget		Describe how this activity could be accomplished in the biennium	YOUNNE RESOLUTION	Activity Category	Source of State Contribution	Estimated Leveraged Funds

Page **6** of **15** 

### Agenda Page 30

			Agenda Page 31
There are multiple connections through County/SWCD Comprehensive Water Management Plans, WMO/WD Water Resource Management Plans, and/or TMDL Implementation Plans within each of the 11 MCD- member counties.	ar track record of success completing SWA grant projects. An average of 2 SWA's are ach member SWCD, working in cooperation with local partners. One District serves as host work plan development, deliverables, and reporting; the MCD Fiscal Agent provides grant fund distribution services. Guidance protocol for preparing SWA's has been established; ools and technologies continue to develop and will be incorporated to whatever extent they ncy and quality.	tion services through the MN rovement opportunities in ces to stabilize soil, manage Ith, and incorporate habitat sfits for high priority receiving No 1	SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution) There are multiple connections through county/SWCD Comprehensive Water Management Plans, WMO/WD Water Resource Management Plans, and/or
Action or Objective (from plan)	ear track record of success completing SWA grant projects. An average of 2 SWA's are each member SWCD, working in cooperation with local partners. One District serves work plan development, deliverables, and reporting; the MCD Fiscal Agent provides grant fund distribution services. Guidance protocol for preparing SWA's has been es tools and technologies continue to develop and will be incorporated to whatever ext ncy and quality.	Wide - Surface & Ground WaterMCD will continue to provide outreach and planning certification services through the MNIty Certification Program in effort to seize water quality improvement opportunities inass. By working with agricultural producers to identify practices to stabilize soil, manageoptimize nutrient and pesticide application, enhance soil health, and incorporate habitatACD can assist its members to achieve multiple resource benefits for high priority receivingnd their surrounding landscapes.SeessmentStimated # of FIEsStimated # of FIEsAcultureStimated # of FIEs	Plan Type Action or Objective (from plan)
\$300,000.00	MCD has a 4-ye completed by e responsible for accounting and however, new 1 improve efficie		
Projects & Activities Budget	Describe how this activity could be accomplished in the biennium	Water Resource Name Activity Description Activity Category Source of State Contribution	Estimated Leveraged Funds Projects & Activities Budget
Projects &	Describe h accomplish	Water Resource Na Activity Description Activity Category Source of State Con Total Pacinostod Bri	Estimated Projects &

Page 7 of 15

eq	APs ing APs	Agenda Pa	age 32
within each of the 11 MCD- member counties. e eleven county metro area. All le planning assistance across travel time and helps to cally dramatic. Funding is neede	ritize, target and measure te pollution reductions and No 0.5 0.5 0.5 SWCD Comprehensive Plan (SWCDs only, though can adopt (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution) Multiple water plans including county or SWCD comprehensive plans, watershed management organization plans and WRAPs	documents. alysis reports within both urba completed by individual Memb the Members to improve the s has been established that vities and program funds.	
The goal of this program is to certify 100 producers annually throughout the eleven county metro area. All districts participate in program promotion while three of the districts provide planning assistance across multiple counties. Spreading the workload across multiple counties reduces travel time and helps to accommodate the workload variability from season to season, which is typically dramatic. Funding is needed to continue this outreach and planning assistance program.	Organization Wide - Surface & Ground Water         (ESTS Part 2: \$130k) Conduct subwatershed analysis reports to further prioritize, target and measure projects through assessing feasibility of projects, running models to evaluate pollution reductions and developing a preliminary cost/benefit of projects considered.         Planning and Assessment       Capital Improvament Projects         Planning and Assessment       No         Fahanced Shared       No         Stimated # of FTEs       0.5         Technical Services 2 (25%       No         S130,000.00       Estimated # of FTEs         S130,000.00       Estimated # of FTEs         S130,000.00       Plan Type         S130,000.00       Stimated Number of Practices         S130,000.00       Stimated Number of Practices         S130,000.00       Stimated Number of Practices         S130,000.00       Return Management Plan         S132,500.00       No         S162,500.00       Action or Objective (from plan)         S162,500.00       Action or Objective (from plan)         S162,500.00       Action or Objective (from plan)	The TSA has developed a process for Members to complete subwatershed analysis reports within both urban and rural landscapes. Over the past five years these documents have been completed by individual Members or neighboring Members. Training and information has been shared among the Members to improve the process and templates of the documents. Through the TSA Board, a process has been established that outlines timelines, funding requests and reporting process to implement activities and program funds.	Organization Wide - Surface & Ground Water
Describe how this activity could be accomplished in the bienmium	whater Resource Name Activity Description Activity Category Source of State Contribution Total Requested Biennial State Contribution Estimated Leveraged Funds Projects & Activities Budget	Describe how this activity could be accomplished in the biennium	Water Resource Name

Page 8 of 15

Report created on:4/15/16

Image: State Contribution     Enaning and Assessment       Blemial State Contribution     BWSR Clean Water Fund - Accelerated Implementation       Bread Funds     566,000.00       Sed Funds     566,000.00       Sed funds     566,000.00       Sectivity could be     5326,000.00       Ine biennium     5326,000.00       Sectivity could be     The MCD is an established and education and technologies. The state suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by others to protocols already developed by other suppliers, and others to protocols already developed by other suppliers, and others to protocols already developed by		setting and the setting and the setting and the setting of the set	
Multiple     Eventuation     Eventuation       Market Fund     Eventuation     Eventuation       S56,000.00     Eventuation     Eventuation       S35,000.00     Eventuation     Eventuation	-11900ay	er supplies	
Million         BWSR form         Sector         Sec	uissu)	Capital Improvement Project	NO
Accelerated Implementation         Accelerated Implementation           7560,000.00         Entrine         SWCD comprehensive Plan           756,000.00         Finitina         SWCD comprehensive Plan           755,000.00         Finitina         SWCD comprehensive Plan           7326,000.00         Finitina         SWCD comprehensive Plan           7326,000.00         Finitina         SWCD comprehensive Plan           7336,000.00         Finitina         SWCD comprehensive Comprehensive Plan           7336,000.00         Finitina         Entrine         SWCD comprehensive Plan           7336,000.00         Finitina         Entrine         Entrine           7336,000.00         Entrine         Entrine         Entrine           7336,000.00         Entrine         Entrine         Entri	Stete Conicipution	<ul> <li>Estimated # of FTEs</li> </ul>	1
Mail     Statistic Contribution     Statistic Comprehensive (bear section)     Statistic Comprehensive (bear section)       Side (200.00     Side (200.00     Side (200.00     Side (200.00       Side (200.00     Side (200.00     Side (200.00		Accelerated Implementation	
unit     566,000.00     Paninga     WCD Comprehensive Plan       Size, 000.00     Animation of the second of	Total Requested Biennial State Contribution		
deta     S326,000.00     Autor or Objective it rowstant     Edunty Competensive local Water Management Plan by solution)       3326,000.00     Autor or Objective it rowstant     Demeta en unitybie competensive varet is solution)     Demeta en unitybie competensive varet is solution)       3326,000.00     Autor or Objective it rowstant     Demeta en unitybie competensive varet is solution)     Demeta en unitybie competensive varet is solution)       3326,000.00     Autor or Objective it rowstant     Demeta en unitybie competensive varet is solution)     Demeta en unitybie competensive varet is solution       Autor or Objective it rowstant     Demeta en unitybie competensive varet is solution     Demeta en unitybie competensive varet is solution       Autor or Objective it rowstant     Devetor or or objective particle is rowstant     Devetor or objective particle in that to solution       Autor or objective it rowstant     Devetor or or or or or objective particle is rowstant     Devetor or or or objective in that to solution       Autor or objective it rowstant     Devetor or o	Estimated Leveraged Funds	Plan Type	SWCD Comprehensive Plan
Ideat     S326,000.00     Administration     County Comprehensive Local Water Management Plan by resolution       3326,000.00     Administration     County Comprehensive Local Water Management Plan by resolution       3326,000.00     Administration     County Surgement Plan by resolution       3326,000.00     Administration     County Surgement Plan by resolution       1     Provide Provide Surgement Plans, Multiple Country Surgement Plans, Surgest Surg			(SWCDs only, though can adopt
Utget       5325,000.00       Action or objective (from dat)       weater Management Plan by esolution)         5325,000.00       5325,000.00       There are multiple conservation programming isseed in country/SWCD comprehensive Water Management Plans, which isseed is country with include projects, program and intraftwes that are include projects, program and on the structure mater are inplemented - at least in part.         My could be used to water supply sustainability by promoting and water conservation power supply sustainability by promoting and advancing demoder space (non-water plans, which include projects, program and onsite inflictive oncervation and technologies. This project further extends capacity to water conservation in build toward are inplemented - at least in part.         My could be water supply sustainability by promoting and advancing demoder projects, program and onsite inflictive onthere supply sustainability by promoting and advancing demoder conservation in build toward are inplemented - at least in part.         My could be supply sustainability by promoting and advancing demand reduction (conservation) and sorts to developed by the MCD through 2016 CVF grant. SWCD staff will be used to work with member SWCDs, local water supply sustainability by promoting and advancing demand reduction (conservation) and sorts or sorts which member SWCDs, local water supply sustainability by promoting and advancing demander advancing grand startagis, using protocols already developed by the MC			<b>County Comprehensive Local</b>
Image: state in the second state is second state			Water Management Plan by
1326,000.00     Antioneor06/incluic     There are multiple       comprehensive Water     comprehensive Water     comprehensive Water       comprehensive Water     partner WMO/W0W ster     comprehensive Water       Multiple counties within TSA 4     partner WMO/W0 water     partner WMO/W0 water       Any could us     Presource Management Plans.     Multiple counties within TSA 4       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management Plans.       Any could us     Presource Management Plans.     Presource Management P			resolution)
At could be drawn and drawn and dra	: Activities Budget	Action or Objective (from plan)	There are multiple
The MCD is an established and successful coordinated delivery system for soil and water within TSA a sist or within TSA a sist or within TSA a sist or the magement Plans. Within team of the programs and partner within TSA a sist or the model of providents. Programs and partner within TSA a sist or the model of provident of the program and provident of the model of the model of the program and the model of the model of the model of the program and and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, not and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, not and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, not and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, not and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, not and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, not and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, not and onsite infiltration BMP's (groundwater use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be used to work with member SWCD's, not and onsite infiltration BMP's (groundwater becards and advancing demand reduction (conservation) and onsite infiltration BWP's (groundwater becards and advancing demand reduction (conservation) and onsite infiltration BWP's (groundwater becards and advancing demand reduction (conservation) and onsite infiltration BWP's (ground			connections to groundwater
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Any could bis       Comprehensive Water         Any could bis       Multiple counties within TSA 4         Resource Management Plans, whith plans, which plans, whith plans, which plans, plan			isted in County/SWCD
Management Plans and partner WMO/WD Water Resource Management Plans. Witriple counties within TSA 4 as have completed groundwater plans, which include projects, programs and initiatives that are initiatives that are initiatives that are initiatives that are strated and successful coordinated delivery system for soil and water conservation and onsite inifitration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, local water suppliers, and others to developed by the MCD through 2016 CWF grant. SWCD's, local water suppliers, and others to developed by the MCD through 2016 CWF grant. SWCD's, local water suppliers, and others to developed by the MCD through 2016 CWF grant. SWCD's, local water suppliers, and others to developed by the MCD through 2016 CWF grant. SWCD's, local water suppliers, and others to developed by the MCD through 2016 CWF grant. SWCD's, local water suppliers, and others to developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability.         Organization Wide - Surface & Ground Water Chiertorion       Drantation and services, building local capacity and program stability.			Comprehensive Water
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Mittiple counties within TSA 4         Resource Management Plans.         Wuitiple counties within TSA 4         Wuitiple counties within TSA 4         Second bit         Resource Management Plans.         Wuitiple counties within TSA 4         Second bit         Resource Management Plans.         Wuitiple counties within TSA 4         Second bit         Resource Management Plans.         Wuitiple counties within TSA 4         Second bit         Resource Management Plans.         Mittiple counties within TSA 4         Second bit         Resource Management Plans.         Mittiple counties with member Subsciper         Phymetra Plans.         Mittiple counties with member SUCDs.         Butcation and technologies. This project further extends capacity to water conservation and ustrategies.         Butcation and technologies. This project further extends capacity to water conservation and on onsite infiltration BMP's (groundwater recharge. Funds will be used to work with member SWCD's, local water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD side water water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD side water water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD side strate Conservation plans and strategies, using protoc			partner WMO/WD Water
Multiple counties within TSA 4         also have completed         groundwater plans, which         include projects, programs and         intitiatives that are         interves         intraves         intraves         interves         inthe trained in various levels<			Resource Management Plans.
Aity could be:       also have completed         Aity could be:       by member Successful coordinated delivery system for soil and water conservation         Aity could be:       by member SWCP's.         Aity could be:       by member SWCP's.         Aity could be:       by member SWCP's, local         Aity could be:       by member SWCP's, local         Aity could be:       by member SWCD's, local         Aity and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, local       water suppliers, and others to develop comprehensive water use conservation plans and strategies, using         Aity protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels       of program implementation and services, building local capacity and program stability.         Aity proves standardized BMP inspection and maintenance tracking.       Andones standardized BMP inspection and maintenance tracking.			<b>Multiple counties within TSA 4</b>
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It vould be entitiatives that are initiatives that initiatives that initiatives that initiatives that initiatives that initiatives that initiatives that initiatives that initiatives that initiatives that initiation when the initiation when the initia			groundwater plans, which
Aity could be entitiatives that are implemented - at least in part - by member SWCD's.         Aity could be entitient       The MCD is an established and successful coordinated delivery system for soil and water conservation education and technologies. This project further extends capacity to water conservation surface and groundwater supply sustainability by promoting and advancing demand reduction (conservation) and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, local water suppliers, and others to develope comprehensive water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability.         Organization Wide - Surface & Ground Water Monitoring Data Clination       Organization and technologies using protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability.			nclude projects, programs and
Ity could be emium       implemented - at least in part - by member SWCD's.         Arr CD is an established and successful coordinated delivery system for soil and water conservation education and technologies. This project further extends capacity to water conservation, to build toward surface and groundwater supply sustainability by promoting and advancing demand reduction (conservation) and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, local water suppliers, and others to develop comprehensive water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability.         Organization Wide - Surface & Ground Water (Shares Services; \$240k) Standardized BMP inspection and maintenance tracking.			nitiatives that are
The MCD is an established and successful coordinated delivery system for soil and water CONSEVATION           The MCD is an established and successful coordinated delivery system for soil and water conservation education and technologies. This project further extends capacity to water conservation, to build toward surface and groundwater supply sustainability by promoting and advancing demand reduction (conservation) and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, local water suppliers, and others to develop comprehensive water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability.           Organization Wide - Surface & Ground Water         Ground Water         Ground Water           Organization Wide - Surface & BMP inspection and maintenance tracking.         Monitorina Collection         Monitorina Collection			mplemented - at least in part
Aity could be       The MCD is an established and successful coordinated delivery system for soil and water conservation         Aintum       education and technologies. This project further extends capacity to water conservation, to build toward         education and technologies. This project further extends capacity to water conservation, to build toward         surface and groundwater supply sustainability by promoting and advancing demand reduction (conservation)         and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, local         water suppliers, and others to develop comprehensive water use conservation plans and strategies, using         protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels         of program implementation and services, building local capacity and program stability.         Organization Wide - Surface & Ground Water         (Shares Services; \$240k) Standardized BMP inspection and maintenance tracking.         Monitorina/Data Collection       Constraction and maintenance tracking.			by member SWCD's.
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Surface and groundwater supply sustainability by promoting and advancing demand reduction (conservation) and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, local water suppliers, and others to develop comprehensive water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability.         Organization Wide - Surface & Ground Water         (Shares Services; \$240k) Standardized BMP inspection and maintenance tracking.         Monitorina/Data Collection	hed in the biennium	education and technologies. This project further extends capacity to water cons	ervation, to build toward
and onsite infiltration BMP's (groundwater recharge). Funds will be used to work with member SWCD's, local water suppliers, and others to develop comprehensive water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability. Organization Wide - Surface & Ground Water (Shares Services; \$240k) Standardized BMP inspection and maintenance tracking.		surface and groundwater supply sustainability by promoting and advancing dem	nand reduction (conservation)
water suppliers, and others to develop comprehensive water use conservation plans and strategies, using protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability. Organization Wide - Surface & Ground Water (Shares Services; \$240k) Standardized BMP inspection and maintenance tracking.		and onsite infiltration BMP's (groundwater recharge). Funds will be used to wor	k with member SWCD's, local
protocols already developed by the MCD through 2016 CWF grant. SWCD staff will be trained in various levels of program implementation and services, building local capacity and program stability. Organization Wide - Surface & Ground Water (Shares Services; \$240k) Standardized BMP inspection and maintenance tracking.		water suppliers, and others to develop comprehensive water use conservation <b>p</b>	olans and strategies, using
of program implementation and services, building local capacity and program stability.           Organization Wide - Surface & Ground Water           States Services; \$240k) Standardized BMP inspection and maintenance tracking.		protocols already developed by the MCD through 2016 CWF grant. SWCD staff v	vill be trained in various levels
Organization Wide - Surface & Ground Water (Shares Services; \$240k) Standardized BMP inspection and maintenance tracking. Monitoring/Data Collection		of program implementation and services, building local capacity and program st	ability.
Organization Wide - Surface & Ground Water (Shares Services; \$240k) Standardized BMP inspection and maintenance tracking. Monitoring/Data Collection			
Oli	ource Neme	Organization Wide - Surface & Ground Water	
Monitoring (Data Collection Canital Immonoromant Project2)	escription	(Shares Services; \$240k) Standardized BMP inspection and maintenance tracki	ng.
	Antitutist Certestant	Monitoring/Data Collection Centrel Innoventent Prederet?	

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Page 9 of 15

Report created on:4/15/16

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1		SWCD Comprehensive Plan	(SWCDs only, though can adopt County Comprehensive Local	Water Management Plan by	resolution)	There are multiple	connections through	County/SWCD Comprehensive	Water Management Plans,	WMO/WD Water Resource	Management Plans, and/or	TMDL Implementation Plans	within each of the 11 Member	TSA.	manner, making the assembling	cost of developing a system for an	ating a single system for Members	ig, this is only a subset of the	listricts and their partnering	ent Organizations. This effort	A Members with a single system	t is working" longer term with			ace water protection,		No	2		SWCD Comprehensive Plan	(SWCDs only, though can adopt	County Comprehensive Local	Water Management Plan by resolution)
Estimated # of FTEs	Estimated Number of Practices	Ů				Action or Objective (from plan)									ons and maintenance in a different	e 11 Member TSA challenging. The	nomies of scales are realized by crea	of projects that receive state fundir	ot fully reflect the work of member o	ed Districts or Watershed Managem	and software necessary to equip TS/	the sharing of information on "what		nd Water	\$480k) Coordinated Outreach & Education Activities for surface water protection,	or habitat	Capital Improvement Project?	Estimated # of FTEs	Estimated Number of Practices				
TSA Shared Services	\$240,000.00 Estimate	\$60,000.00 Plan Type				\$300,000.00 Action of									Each member SWCD tracks BMP inspections and maintenance in a different manner, making the assembling	of comprehensive project data among the 11 Member TSA challenging. The cost of developing a system for an	individual district can be prohibitive. Economies of scales are realized by creating a single system for Members	to utilize. While eLink allows for tracking of projects that receive state funding, this is only a subset of the	projects that are installed and so does not fully reflect the work of member districts and their partnering	organizations such as Counties, Watershed Districts or Watershed Management Organizations. This effort	would invest in the staff time, hardware and software necessary to equip TSA Members with a single system	for project tracking. This will also allow the sharing of information on "what is working" longer term with	BMPs installed.	<b>Organization Wide - Surface &amp; Ground Water</b>	(Shared Serv; \$480k) Coordinated Outre	groundwater conservation, and pollinator habitat	Education/Information Capital In	TSA Shared Services Estimate	\$480,500.00 Estimate	\$120,100.00 Plan Type			
Source of State Contribution	Total Requested Biennial State Contribution	Estimated Leveraged Funds				Projects & Activities Budget									(a) (a) (a)	accomplished in the biennium								Water Resource Name			Activity Category	้อกหาใจมหาดท	ne Contration	Estimated Leveraged Funds			

Page 10 of 15

		<b></b>			Agenda Page 35
There are multiple connections for education programming through County/SWCD Comprehensive Water Management Plans, WMO/WD Water Resource Management Plans, County Groundwater Plans and TMDL Implementation Plans within each of the 11 MCD-member counties.	The MCD JPB has built an administrative process to distribute grant funding among member districts. Several Districts have experience with multi-jurisdictional water resource management education programming; these programs will serve as the model for a metro-wide approach that can achieve even greater efficiencies and leveraging of professional resources through economies of scale. Areas of focus would include surface water protection, groundwater conservation and pollinator habitat	Organization Wide - Surface & Ground Water (ESTS Part 2; \$40k) On-site evaluations, planning, survey, engineering, design and construction oversight for the 11 member TSA. Multiple Members have listed implementation of agricultural BMPs as a primary goal and objective within their comprehensive plans, watershed plans of partner organizations, and/or within various WRAPS or other water resource studies.	Q	12 SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by	Multiple water plans including county or SWCD comprehensive plans, watershed management organization plans and WRAPs
Action or Objective (from plan)	ess to distribute grant funding a onal water resource manageme wide approach that can achiev economies of scale. Areas of fo economies tat	ater ing, survey, engineering, desig is listed implementation of agri ins, watershed plans of partne es.	Capital Improvement Project? Estimated # of FTEs	Estimated Number of Practices Plan Type	Action or Objective (from plan)
Action or Obj	The MCD JPB has built an administrative process to distribute grant funding among member districts. Sever Districts have experience with multi-jurisdictional water resource management education programming; th programs will serve as the model for a metro-wide approach that can achieve even greater efficiencies and leveraging of professional resources through economies of scale. Areas of focus would include surface wate protection, groundwater conservation and pollinator habitat	Organization Wide - Surface & Ground Water (ESTS Part 2; \$40k) On-site evaluations, planning, the 11 member TSA. Multiple Members have liste and objective within their comprehensive plans, v various WRAPS or other water resource studies.	25%	Estimated Nui Plan Type	Action or Obje
\$600,600.00	The MCD JPB h Districts have e programs will leveraging of p protection, gro	Organization (ESTS Part 2; \$4 the 11 member and objective w various WRAPS	Agricultural Practices TSA Enhanced Shared Technical Services 2 (5 match)	\$40,000.00 \$10,000.00	\$50,000.00
i <u>ç</u>	, could be nium		j	State Contribution ds	a
Projects & Activities Budget	Describe how this activity could be accomplished in the biennium	Water Resource Name Activity Description	Activity Category Source of State Contribution	Total Requested Biennial State Contribution Estimated Leveraged Funds	Projects & Activities Budget
Proje	Descr accon	Water Activi	Activi Source	Total - Estime	Projec

Page 11 of 15

		documents
Describe how this activity could be	Anticipated workload will vary among members. Those members with larger agricultural land use areas would	er agricultural land use areas would
accomplished in the blemium	use existing staff, neighboring staff or consultants with appropriate level of job approval authority to	job approval authority to
	complete the needed work. Infough the TSA Board, a process has been established that outlines timelines, funding requests and a reporting process to implement activities and program funds.	cabilshed that outlines timelines, im funds.
Water Resource Name	Organization Wide - Surface & Ground Water	
Activity Description	(NPEAP; \$100k) On-site evaluations, planning, survey, engineering, design and construction oversight for	and construction oversight for
	the 11 member TSA. Multiple Members have listed implementation of agricultural BMPs as a primary goal	icultural BMPs as a primary goal
	and objective within their comprehensive plans, watershed plans of partner organizations, and/or within	er organizations, and/or within
	various WRAPS or other water resource studies.	
Activity Category	Agricultural Practices Capital Improvement Project?	No
Source of State Contribution	TSA NPEAP Estimated # of FTEs	
Total Requested Biennial State Contribution	\$100,000.00 Estimated Number of Practices	30
Estimated Leveraged Funds	\$10,000.00 Plan Type	SWCD Comprehensive Plan
		(SWCDs only, though can adopt
		County Comprehensive Local
		Water Management Plan by
		resolution)
Projects & Activities Budget	\$110,000.00 Action or Objective (from plan)	Multiple water plans including
		county or SWCD
		comprehensive plans,
		watershed management
		organization plans and WRAPs
		documents.
Desaribe how this activity could be	Anticipated workload will vary among members. Those members with larger agricultural land use areas would	r agricultural land use areas would
accomplished in the biennium	use existing staff, neighboring staff or consultants with appropriate level of job approval authority to	ob approval authority to
	funding requests and a reporting process to implement activities and program funds.	m funds.
Watter Resource Neme	Organization Wide - Surface & Ground Water	<mark>\ge</mark>
Activity Description	(ESTS Part 1; \$50k) On-site evaluations, planning, survey, engineering, design and construction oversight for	
	the 11 member TSA. Multiple Members have listed implementation of agricultural BMPs as a primary goal	1
	and objective within their comprehensive plans, watershed plans of partner organizations, and/or within warious WDADE or other water received studies.	
Definition of the second s	Arricultural Directions	30
MUMIN GANEGALY		

Page **12** of **15** 

Source of State Contribution	TSA Enhanced Shared Technical Services 1 (no match)	Estimated # of FTEs
Total Requested Biennial State Contribution Estimated Leveraged Funds	\$50,000.00	Estimated Number of Practices 20 Plan Type SWCD Comprehensive Plan (SWCDs only, though can adopt (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution)
Projects & Activities Budget	\$50,000.00	Action or Objective (from plan) Multiple water plans including county or SWCD comprehensive plans, watershed management organization plans and WRAPs documents.
Describe how this activity could be accomplished in the biennium	Anticipated workload will vary ar use existing staff, neighboring sta complete the needed work. Thr funding requests and a reporting	Anticipated workload will vary among members. Those members with larger agricultural land use areas would use existing staff, neighboring staff or consultants with appropriate level of job approval authority to complete the needed work. Through the TSA Board, a process has been established that outlines timelines, funding requests and a reporting process to implement activities and program funds.
Water Resource Name Activity Description	Organization Wide - Surface & (ESTS Part 1; \$100k) Provide fun purchase of necessary supplies f TSA	ide - Surface & Ground Water k) Provide funding for purchase, operation and maintenance of equipment and the sary supplies for maintaining and building engineering capacity amount the 11 Member
Activity Category Source of State Contribution	uipment d Shared rvices 1 (no	Capital Improvement Project? No Estimated # of FTEs 0
Total Requested Biennial State Contribution Estimated Leveraged Funds	\$0.00	Estimated Number of Practices SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution)
Projects & Activities Budget	\$100,000.00	Action or Objective (from plan) There are multiple connections through County/SWCD Comprehensive

Page 13 of 15

Describe how this activity could be accomplished in the biennium Water Resource Name	The 11 Member TSA does not hire staff or solely use consultants as both options over time have shown to be within each of the 11 MCD- member TSA does not hire staff or solely use consultants as both options over time have shown to be inefficient due to high consultant costs or lack of keeping up with project demand over multiple land use types and large population base within the metro areas. Funds will be used to provide and build capacity of the 11 Member TSA staff, provide cross training and to maintain minimum level of services. The TSA is currently working on a long term equipment plan that will further define process and use of funds.	Water Management Plans, WMO/WD Water Resource Management Plans, and/or TMDL Implementation Plans within each of the 11 MCD- member counties. Ins over time have shown to be and over multiple land use types ide and build capacity of the services. The TSA is currently the of funds.
	Lectro: 3120KJ Pollinator and Regionally Significant Species Habitat Technical/Engineering Capital Improvement Project? Assistance	No
Source of State Contribution Total Requested Biennial State Contribution	Lessard-Sams Outdoor Estimated # of FTEs Heritage Council (Except RIM) \$120,000.00 Estimated Number of Practices	0.5
 	\$30,000.00 Plan Type	SWCD Comprehensive Plan (SWCDs only, though can adopt County Comprehensive Local Water Management Plan by resolution)
Projects & Activities Budget	\$150,000.00 Action or Objective (from plan)	There are multiple connections through County/SWCD Comprehensive Water Management Plans, WMO/WD Water Resource Management Plans, and/or TMDL Implementation Plans within each of the 11 MCD- member counties.
Describe how this activity could be concertible for the biennium complished in the biennium <b>E</b>	Design support will be provided following a similar approach as the MCD Engineering programs. Funds will be distributed through service agreements with the partner SWCDs. Additionally, efforts will be made to generate grant funds in collaboration with other state, regional, and national agencies – as well as NGOs.	ll be

### Page 14 of 15

Minnesota Board of Water & Soil Resources - www.bwsr.state.mn.us

### Agenda Page 39

### Technical Training Acceleration Grants

FY 2018 Request for Proposal

January 10, 2018

### **Request for Proposal (RFP) General Information**

The Technical Training and Certification Program can assist Area Technical Training Teams (ATTT) in organizing and delivering technical training for Natural Resources Conservation Service (NRCS), Soil and Water Conservation District (SWCD), Technical Service Area (TSA), and Board of Water and Soil Resources (BWSR) staff. The Technical Training Acceleration Grant is short-term pilot to accelerate delivery of locally identified training priorities. Funding priority is given to training topics that are identified as high need either at an area, or state-wide level, especially those topics which will lead to increased or enhanced Job Approval Authority (JAA) for local SWCD and NRCS staff. Up to \$60,000 is available, with a \$10,000 maximum grant per Area per year. Area is based on ATTT boundaries as of December 2017.

### **Application Guidelines**

- Applications must be in PDF format and will be submitted electronically via: <u>Megan.Lennon@state.mn.us</u>.
- Applications are subject to a five-page limit, minimum font size 11 pt.
- Applicants are required to submit an estimated budget for the project. The final grant amount for successful applicants will be determined upon completion of a grant work plan. No cash match will be required of grant recipients.
- Eligible applicants include TSAs or SWCDs with letters of support from the Area Technical Training Team. SWCDs or TSAs in each ATTT can submit only one single or joint request. However, multiple training topics can be included in the request.

### Terms

- Eligible expenditures are reimbursed after the execution of the grant agreement and submittal of reports. Grant agreements are processed through BWSR's eLINK system. The grantee must agree to report on the outcomes of the training, including number of attendees, number of contact hours, and evaluation results.
- BWSR reserves the right to partially fund requests, and work collaboratively to refine requests and deliverables.
- Training involving a Field Office Technical Guide (FOTG) conservation practice for which SWCD staff are eligible for JAA must be coordinated with NRCS staff responsible for delegating JAA in that practice.

### Eligibility

Eligible Applicants: Eligible applicants include TSAs or SWCDs with letters of support from the Area Technical Training Team. SWCDs or TSAs in each ATTT can submit only one single or joint request. However, multiple training topics can be included in the request.

Topics Eligible for Training: Ag Filter Strips, Agronomy Technical Note 31, Critical Area Planting, Sediment Basins, Side Inlet, Filter Strip 393, Basic Surveying, Advanced Surveying, Basic Hydrology, Forestry, Native Vegetation, Hydrology Watershed Tools or other topics identified as a priority by Area Technical Training Teams. Topics are subject to review and approval by BWSR in order to coordinate efforts across area boundaries and statewide.

Examples of eligible activities: Curriculum development, classroom training delivery, facility rental, training materials, and travel reimbursement for trainers. Contracting with an outside vendor to provide training is allowable.



### BWSR EY 2018 Regu

Activities that are not eligible for funding: Technology upgrades (computer equipment, software, smartphones, etc.), basic staff training (BWSR Academy fees and expenses; Wetland Delineator Certification fees, training for promotion, basic computer training), conservation practice design or installation, publication or publicity materials, food and refreshments, participant lodging, and board member per diems.

### **Project Period**

The project period starts when the grant agreement is executed, meaning all required signatures have been obtained. Work that occurs before this date is not eligible for reimbursement with grant funds. All grants must be completed by December 31, 2019.

### **CWF Project Reporting Requirements**

- All grantees are required to report on the outcomes, activities, and accomplishments of Clean Water Fund grants. All BWSR funded projects will be required to develop a work plan, including detail relating to the outcome(s) of the proposed project. All activities will be reported via the eLINK reporting system. Grant funds may be used for local grant management and reporting that are directly related to and necessary for implementing this activity. For more information go to www.bwsr.state.mn.us/outreach/eLINK/index.html.
- BWSR Clean Water Funds will be administered via a reimbursable grant agreement. BWSR will use grant agreements as contracts for assurance of deliverables and compliance with appropriate statutes, rules and established policies. Willful or negligent disregard of relevant statutes, rules and policies may lead to imposition of financial penalties on the grant recipient.
- When practicable, grantees shall prominently display on their website the legacy logo. Grant recipients must display on their website either a link to their project from the Legislative Coordinating Commission Legacy Site (<u>http://legacy.leg.mn</u>) or a clean water project summary that includes a description of the grant activities, including expenditure of grant funds and measurable outcomes (<u>www.bwsr.state.mn.us/cleanwaterfund/stories/</u>)
- When practicable, grantees must display the Legacy Logo on printed and other materials funded with money from the Clean Water Fund. The logo and specifications can be found at <u>http://www.legacy.leg.mn/legacy-logo</u>

### **Conflict of Interest**

State Grant Policy 08-01, (see <u>http://www.admin.state.mn.us/ogm\_policies\_and\_statute.html</u>) Conflict of Interest for State Grant-Making, also applies to BWSR grantees. Grantees' conflicts of interest are generally considered organizational conflicts of interest. Organizational conflicts of interest occur when:

- 1. A grantee is unable or potentially unable to render impartial assistance or advice due to competing duties or loyalties,
- 2. A grantee's objectivity in carrying out the grant is or might be otherwise impaired due to competing duties or loyalties, or
- 3. A grantee or potential grantee has an unfair competitive advantage through being furnished unauthorized proprietary information or source selection information that is not available to all competitors.

### Submittal

All responses must be electronically delivered to: <u>Megan.Lennon@state.mn.us</u> and must be received no later than 4:30 p.m. May 1, 2018. Late responses will not be considered. The burden of proving timely receipt is upon the responder.

### **Technical Training Acceleration Grant Proposals**

To propose a training plan for accelerated delivery, provide a written response containing the following:

- 1) Description, purpose and scope of the proposed training(s) (number of anticipated participants, any anticipated progress toward JAA, etc.)
- 2) Qualifications of the individual who will be leading the training. Please note that any trainer must be approved by the Area Technical Training Team and BWSR Technical Training and Certification Program Coordinator, and must be able to demonstrate proficiency in the subject matter, as well as knowledge and experience for Field Office Tech Guide conservation practices as appropriate.
- 3) Learning outcomes: Identify 2-3 things the participants will know how to do by the end of the training.
- 4) Description of how this activity will address one or more priorities identified by the Area Technical Training Team.
- 5) A letter documenting support from the Area Technical Training Team for this effort.
- 6) Description of evaluation method: How will you know if the training objectives were met, or learning outcomes achieved?
- 7) Estimated timeframe and training dates (if known)
- 8) Itemized Project Budget including
  - a. Amount of request (identify any local match as well)
  - b. Cost breakdown (itemize the budget to include trainer fees, travel costs for trainer, room rental, equipment costs, etc.)
  - c. Total project budget
- 9) Have you submitted other funding requests for this activity? If yes, to whom and when?
- 10) Training Scope: If this training is delivered by a LGU staff, explain how the training development and delivery goes above and beyond their regular duties as assigned.
- 11) Name and contact information for the person who will be managing training and providing evidence of expenditures.

### **Selection Criteria**

All complete applications submitted by the deadline will be reviewed by BWSR staff. Application approval is based on the following:

- Proposed training addressed locally identified technical training needs
- Documented support of the Area Technical Training Team
- The trainer is qualified to delivery training and is proficient in the subject matter
- Priority is given to applicants submitting requests for funds related to the delivery of technical training topics that will lead to increased or enhanced Job Approval Authority (JAA) for SWCD and Natural Resources Conservation Service (NRCS) staff.

### **BWSR Grant Administration**

BWSR reserves the right to partially fund any and all applications based on the number of eligible applications submitted, anticipated staff time requirements, and the amount of funding available.

### Timeline

Applications for Technical Training Acceleration Grants will be accepted from January, 15, 2018 through May 1, 2018. Submissions will be reviewed and approved as they are submitted.

- January 15, 2018 Application period begins
- May 1, 2018 Application deadline at 4:30 PM
- June 15, 2018 Grant execution deadline

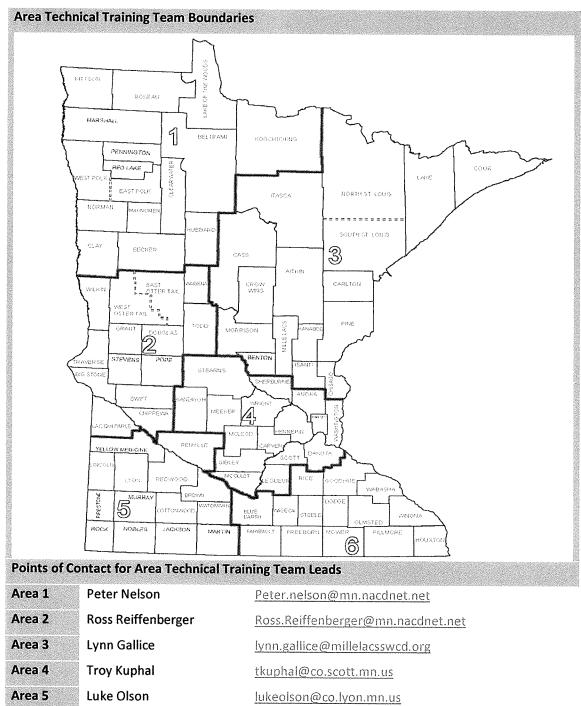
### Questions

Area 6

Chris Nelson

Questions concerning the request for proposal may be submitted to Megan Lennon, <u>megan.lennon@state.mn.us</u> or 651-262-6044.





Chris.Nelson@winonaswcd.com

Metro Conservation Districts



### 2018 Board Meeting Dates

February 28, 2018	
May 30, 2018	
August 29, 2018	
November 28, 2018	