

MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION

455 HAYWARD AVENUE, OAKDALE, MINNESOTA 55082
Phone 651.796.2227 fax 651.330.7747 www.mscwmo.org



Regular Meeting of the Middle St. Croix Watershed Management Organization

Remotely held as posted on www.mscwmo.org

Physical location - Washington Conservation District, 455 Hayward Ave N

Thursday, July 11th, 2024

6:00PM

1. Call to Order – 6:00PM
 - a. Approval of Agenda
2. Approval of Minutes
 - a. Draft minutes – May 9th, 2024 **pg. 1-4**
3. Treasurer’s Report
 - a. Report of savings account, assets for July 11th, 2024
 - b. Approve payment of bills for July 11th, 2024
4. Public Comment
5. Watershed Management Plan Update
6. Old Business
 - a. 2025 Draft Budget Finalization **pg. 5**
7. New Business
 - a. Lakeland Local Surface Water Management Plan Review **pg. 6**
 - b. 2024 Children’s Water Festival Sponsorship **pg. 7-8**
 - c. 2023 Audit **pg. 9-31**
 - d. WMO Legal Services **pg.32**
8. Grant and Cost Share Applications
 - a. Miller Raingarden Planting **pg. 33**
 - b. Swanson Pollinator Planting **pg. 34**
 - c. Paulson Pollinator Planting **pg.35**
 - d. LSCB Bluff Stabilization **pg. 36**
9. Plan Reviews/Submittals
 - a. Plan Review and Submittal Summary **pg. 37**
 - i. Mister Car Wash– **ACTION pg. 38-46**
 - ii. Garelick Addition–**ACTION pg. 47-50**
 - iii. Ruff Garage Addition –**ACTION pg. 51-54**
 - b. Erosion and Sediment Control Inspection Reports **pg. 55-83**
10. Staff Report **pg. 84-86**
11. 1W1P Updates
 - a. Representative Appointments
12. Other

Middle St. Croix Watershed Management Organization Member Communities

Afton, Bayport, Baytown, Lakeland, Lakeland Shores, Lake St. Croix Beach, Oak Park Heights, St. Mary’s Point, Stillwater, & West Lakeland

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13. Adjourn

Regular Meeting of the Middle St. Croix Watershed Management Organization
Washington Conservation District, 455 Hayward Ave N
Thursday, May 9th, 2024
6:00PM

Present: Tom McCarthy, Lake St. Croix Beach; Ryan Collins, Stillwater; Michele Hanson, Bayport; Avis Peters, Baytown; Rachel Dana, West Lakeland; Administrator Matt Oldenburg-Downing; Amanda Herbrand, WCD
Audience: Kristen Scobie, Michael Jost

Call to Order

Manager McCarthy called the meeting to order at 6:02PM.

Approval of Agenda

Administrator Oldenburg-Downing requested to add an item: Insurance, under “Other.” Manager Collins motioned to approve the agenda with the addition. Manager Peters seconded the motion. The motion carried with all in favor.

Approval of Minutes

Manager McCarthy motioned to approve the draft April 11th, 2024 board meeting minutes, and Manager Johnson seconded the motion. The motion carried on a roll call vote with all in favor.

Treasurer’s Report

Administrator Oldenburg-Downing presented the treasurer’s report. The remaining checking account balance on May 9th was \$203,341.80. First Bank CD’s were valued at \$213,549.15. The ending value on the RBC savings account from December was \$94,436.77. Manager McCarthy motioned to approve the report of the savings account and assets for May 9th, 2024. Manager Collins seconded the motion. The motion carried with all in favor.

Bills to approve this month are three bills to the Washington Conservation District for Admin, Watershed Plan, and Technical Services totaling \$10,020.75. Manager McCarthy motioned to approve payment of bills for \$10,020.75 for May 9th, 2024. Manager Peters seconded the motion. The motion carried with all in favor.

Public Comment

None

Watershed Management Plan Update

None

Old Business

2023 Water Monitoring Report Draft Approval

The 2023 Water Monitoring Report from the WCD was presented to the board at the April meeting and the report is now being submitted for approval. Manager McCarthy motioned to

approve the 2023 Water Monitoring Report Draft. Manager Peters seconded the motion. The motion carried with all in favor.

New Business

2025 Draft Budget

Administrator Oldenburg-Downing is requesting board approval to issue the MSCWMO 2025 Draft Budget to member communities for review. Manager Collins motioned to approve Administrator Oldenburg-Downing to issue the 2025 Draft Budget to member communities. Manager Peters seconded the motion. The motion carried with all in favor.

Grant and Cost Share Applications

Miller Raingarden Planting

Jayne Miller, a resident and representative of Sunnyside Condos, is applying for the Landscaping for Habitat Grant to enhance an existing 1,000 square-foot raingarden (installed in 2012) at 6201 St. Croix Trail N, Stillwater, MN 55082. The project will include the addition of native perennial grasses and wildflowers to the garden for pollinator habitat. Project estimate is \$828.00 and the cost share requested is \$500.00.

Manager McCarthy motioned to approve encumbrance of \$500.00 cost share for the installation of the Miller/Sunnyside 2 Raingarden Enhancement. Manager Peters seconded the motion. The motion carried with all in favor.

Swanson Pollinator Planting

Baytown Township resident Charley Swanson is applying for a 2024 Landscaping for Habitat grant to establish a native perennial foundation planting at 4425 Odegard Ave N with the addition of over 80 native grasses and wildflowers. The landowner received a \$500 native habitat restoration grant in 2023 for other areas of the property seeded to native prairie and low-input turf in October 2023. Project estimate is \$810.00 and the cost share requested is \$250.00.

Manager McCarthy motioned to approve encumbrance of \$250.00 cost share for the installation of the Swanson Native Pocket Planting. Manager Collins seconded the motion. The motion carried with all in favor.

Carlson Erosion Mitigation

This is an information item. At the April board meeting a planting project on the Carlson property was presented and cost share was requested, however it was discussed that there was a drainage issue from the municipality that was impacting their property. The representative from West Lakeland Township, Manager Dana, took the item back to the township and the township engineer has reviewed the area and maintenance will be conducted to prevent further damage and issues with the property. The planting project will be put on hold until maintenance is completed.

Plan Reviews/Submittals

Mister Car Wash – INFORM

An application for project review was received on April 2nd, 2024 for the proposed Mister Car Wash located at 14100 60th St. N in Stillwater. The project involves creation of approximately

0.77 acres of new impervious for the parking lot, sidewalks, and building. Stormwater management is provided with an underground filtration system. Volume control is not provided because the site is in a high vulnerability DWSMA. The proposed system exceeds the 48-hour maximum drawdown standard and has not demonstrated compliance with the flexible treatment options for the annual TP removal estimate. MSCWMO staff requested the applicant revise and resubmit.

CDA Emergency Housing – ACTION

An application for project review for a proposed emergency housing services building at 6063 Panama Ave N in Stillwater was received April 18th, 2024. The project involves grading within the 40-foot bluffline setback to fill in an existing pond and creation of approximately 0.75 acres of new impervious for the parking lot, sidewalks, and building. Stormwater management is provided with an underground infiltration/detention system and a surface infiltration basin on the east side of the site.

Kristen Scobie from the Washington County Community Development Agency and Michael Jost from LHB were in attendance to answer any questions the board had about the project. Kristen explained to the board that the proposed project will serve unsheltered adults, stating there are already great County resources for families but not many for single adults. Kristen states the building will have around 30 dwellings and be staffed 24/7 and that there are resources available on site. Unlike other shelter models, individuals staying are able to stay for multiple days and are able to keep their belongings on site while they are away at work or elsewhere. When asked the timeline for the project, Kristen states the hope is to have the facility up and running by next fall.

MSCWMO staff recommend approval of the project with two conditions:

1. SWPPP is revised to include inspection requirements, stabilization methods/timeframes, and pollution prevention management measures.
2. Proposed construction (grading) occurs within 40' bluffline setback to fill in the existing pond. The area is to be routed to stormwater management facilities and stabilized with temporary erosion control blanket and vegetation. The setback area shall remain permanently vegetated and not allow for any future impervious areas.

Manager Peters motioned to approve the CDA Emergency Housing Project with the two conditions. Manager McCarthy seconded the motion. The motion carried with all in favor.

Erosion and Sediment Control Inspection Reports

None

Staff Report

Administrator Oldenburg-Downing presented the staff report. Water monitoring and maintenance activities have begun and are ongoing. Spring erosion control reminders have been sent out to active projects. Administrator Oldenburg-Downing attended several meetings including a LSC Steering Team meeting and an EMWREP Funding Structure meeting.

1W1P Updates

Representative Appointments

Manager Zeller has been acting as the MSCWMO representative to the 1W1P meetings since former Manager Runk withdrew from the board. Administrator Oldenburg-Downing asks the board if they want to appoint a new representative. The item was tabled due to Manager Zeller not being in attendance.

LSC FY23 WBIF Work Plan Revision

LSC Agronomy Outreach Specialist position has been vacant since October 2023. Over the winter, LSC partners worked with University of Minnesota Extension to conduct two consecutive applicant searches to fill the vacant position. After reviewing applications received from University of Minnesota, the LSC WP A1 Subcommittee determined that none of the applicants met the minimum requirements of the job announcement. As such, the LSC WP A1 Subcommittee recommended changes outlined in the board packet.

Manager Peters motioned to approve the proposed LSC FY23 WBIF Work Plan Revision and Budget Amendment. Manager Dana seconded the motion. The motion carried with all in favor.

Other

Insurance

Administrator Oldenburg-Downing states he has received authorization to buy coverage after the board packet had already been sent out, he is requesting approval to sign to continue insurance coverage. Manager McCarthy motioned to authorize Administrator Oldenburg-Downing to sign and continue insurance coverage. Manager Collins seconded the motion. The motion carried with all in favor.

Adjourn

Manager Peters motioned to adjourn the meeting, Manager McCarthy seconded the motion. The meeting adjourned at 6:36.

MSCWMO 2025 Draft Budget

	2024 MSCWMO Budget	2025 MSCWMO Budget	% CHANGE
ADMINISTRATION			
Administration - General	\$ 32,095.00	\$ 33,000.00	2.82%
Accounting	\$ 1,600.00	\$ 1,800.00	12.50%
Legal Fees - General	\$ 900.00	\$ 500.00	-44.44%
Audit	\$ 2,800.00	\$ 5,500.00	96.43%
Insurance & Bonds	\$ 2,600.00	\$ 2,600.00	0.00%
Office supplies/equipment/postage	\$ 625.00	\$ 400.00	-36.00%
Minutes/Clerical	\$ 1,215.00	\$ 1,400.00	15.23%
Copying/printing/reproduction/minutes	\$ 625.00	\$ 400.00	-36.00%
Admin Total	\$ 42,460.00	\$ 45,600.00	7.40%
PROJECT FUNDS			
Project Contingency	\$ 2,000.00	\$ 2,000.00	0.00%
Engineering - Project	\$ 5,500.00	\$ 4,000.00	-27.27%
Development Plan Reviews	\$ 5,200.00	\$ 7,000.00	34.62%
Erosion Monitoring Program	\$ 2,315.00	\$ 2,400.00	3.67%
BMP Cost-Share (general)	\$ 20,000.00	\$ 15,000.00	-25.00%
BMP TA & Admin	\$ 28,600.00	\$ 32,000.00	11.89%
Community TA	\$ 3,000.00	\$ 3,000.00	0.00%
Water Resource Educator	\$ 6,700.00	\$ 6,700.00	0.00%
Website	\$ 900.00	\$ 900.00	0.00%
Inspections and Tracking Database	\$ 900.00	\$ 900.00	0.00%
Project Total	\$ 75,115.00	\$ 73,900.00	-1.618%
WATER MONITORING			
Water Monitoring	\$ 23,000.00	\$ 23,000.00	0.00%
Water Monitoring Total	\$ 23,000.00	\$ 23,000.00	0.000%
LONG TERM PROJECT SAVINGS			
Water Monitoring - Set aside for equipment replacement & Monitoring Costs	\$ 750.00	\$ 750.00	0.00%
WMP Update	\$ 5,000.00	\$ 5,000.00	0.00%
Savings Total	\$ 5,750.00	\$ 5,750.00	0.00%
MSCWMO Member Contribution Budget	\$ 146,325.00	\$ 148,250.00	1.32%



TO: Middle St. Croix WMO Board of Managers
FROM: Matt Oldenburg-Downing, Administrator
DATE: June 10, 2024
RE: 7a.) Lakeland Local Surface Water Management Plan Review

The City of Lakeland’s consultant notified the WMO of their submittal of the City Comprehensive Plan on May 21st. They also included their Local Surface Water Management Plan (LSWMP). By rule the WMO and Metropolitan Council need to be notified of review at the same time and complete their respective reviews in 60 and 45 days. Also by rule, any comments made by Metropolitan Council need to be incorporated in the WMO comments.

The LSWMP should have been updated within 180 days of the adoption of the 2015-2025 WMO Watershed Management Plan (WMP). The City of Lakeland never submitted a LSWMP for WMO review; the first record that the WMO had seen it was the May 21st notice.

Acknowledging that the City has already responded to and submitted to Met Council comment, and the current WMP is about to expire, it is my recommendation that the WMO approve the LSWMP without providing comment. When the 2025-2035 WMP is adopted, the City will need to prepare a LSWMP that meets those new requirements. We would also strongly suggest the City meet 2050 Comp Plan requirements, as those are likely to be due in 2028.



May 30, 2024

Dear Matt Oldenburg-Downing,

We are kicking off the fund-raising campaign for the **27th annual Metro Children's Water Festival (MCWF)**. Our 2023 festival was the first year we returned to pre-pandemic student numbers. We are excited again this year to be inviting students back at pre-pandemic levels of around 1,900 4th graders!

What is the Metro Children's Water Festival?

The festival is an interactive, hands-on, educational outreach program. The festival educates, motivates and challenges children to understand, conserve and protect water resources. It is one of the premier K-12 education events in the metro area and helps teachers achieve state and school district science standards for 4th grade. The festival is one of the largest education collaborations in the metro area and has been increasing awareness of water issues and solutions in students and adults for more than 25 years. Since it began in 1998 almost 29,000 students have attended the in-person festivals.

Why sponsor the Children's Water Festival?

- It provides free education on water resources to 4th graders in the metro area.
- It inspires students to learn more about water resources and protect clean water for future generations.
- It provides science enrichment that helps teachers meet state education standards.
- It creates enthusiasm and awareness around one of our most precious resources.
- Be recognized as a business or entity that supports water and environmental learning. Sponsors are recognized at the festival, in the festival booklet, on <https://metrocnwf.org/sponsors/>, through press releases and articles, and receive a certificate of sponsorship. We can provide the CWF logo to put on your website.

How will funds be used?

The festival is provided free to students. Sponsored funds cover rental charges for the State Fair Grounds where it's hosted, presenter fees, food & beverages for volunteers and presenters, materials for certain activities, and website hosting and maintenance. Sponsorship also covers some busing costs for schools that cannot afford transportation. Most organizers and the planning committee members are from public and private agencies that volunteer their time and expertise.

How to sponsor

Fill out and return the enclosed sponsor form. Thank you for supporting this event that gives so much to the children of Minnesota and identifies the metro area as a national leader in environmental stewardship.

Learn more at <https://metrocnwf.org/>

Thank you,

Adriana Atcheson
Metro Children's Water Festival Planning Committee
651-430-6716 or adriana.atcheson@co.washington.mn.us

Metropolitan Conservation Districts



2024 METRO CHILDREN'S WATER FESTIVAL SPONSOR FORM

Sponsors will be recognized in the Festival Program, at Festival site, in press releases, on the website and will receive a certificate of sponsorship. The Festival Program will be distributed to all participants (teachers, presenters, sponsors and volunteers) at and after the Festival.

_____ We would like to be a Festival sponsor by funding educational materials, presenters and facility rental:
(Please circle one.)

\$250

\$500

\$1000

\$2000

Other \$ _____

_____ We would like to donate materials (e.g. t-shirts, food, etc.), services or volunteers. Please ask a Festival organizer to call _____ at _____
(contact person) (phone number)

_____ We would like to sponsor a school(s) by paying for transportation costs: (approx. \$450/bus.)

_____ We would be interested in having a company representative help the day of the event.

Please make check payable to: Metro Conservation Districts

CONTACT NAME _____ **DATE** _____

COMPANY _____
(Please print this exactly as you wish it to appear in the program.)

ADDRESS _____
(Street, City or Town, Zip)

PHONE _____

E-MAIL _____

PLEASE RETURN TO:

Adriana Atcheson
Washington County
Department of Public Health & Environment
14949 62nd Street North
Stillwater, MN 55082



Metro Children's Water Festival

**MIDDLE ST. CROIX
WATERSHED MANAGEMENT ORGANIZATION**

FINANCIAL STATEMENTS

DECEMBER 31, 2023

DRAFT

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
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FOR THE YEAR ENDED DECEMBER 31, 2023**

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MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
ORGANIZATION
DECEMBER 31, 2023

Board of Managers:

	<u>City or Township</u>
Brian Zeller (Chair)	City of Lakeland Shores
Avis Peters	Baytown Township
Annie Perkins (Secretary)	City of Afton
Tom McCarthy (Vice-Chair)	City of Lake St. Croix Beach
John Dahl	City of Bayport
Michele Hanson (Alternate)	City of Bayport
Dave Millard	City of Lakeland
Joseph Paiment (Alternate)	City of Lakeland
Carly Johnson	City of Oak Park Heights
Mike Runk (Alternate)	City of Oak Park Heights
Beth Olfet-Nelson (Treasurer)	City of St. Mary's Point
Ryan Collins	City of Stillwater
Michael Polehna (Alternate)	City of Stillwater
John Buelow	West Lakeland Township
Philip Moosbrugger (Alternate)	West Lakeland Township

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INDEPENDENT AUDITOR'S REPORT

To the Board of Managers
Middle St. Croix Watershed Management Organization
Oakdale, Minnesota

Report on the Audit of the Financial Statements

Opinion

We have audited the financial statements of the governmental activities and the general fund of Middle St. Croix Watershed Management Organization, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise Middle St. Croix Watershed Management Organization's basic financial statements as listed in the table of contents.

In our opinion, the accompanying financial statements present fairly, in all material respects, the respective financial position of the governmental activities and the general fund of Middle St. Croix Watershed Management Organization, as of December 31, 2023, and the respective changes in financial position thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Basis for Opinion

We conducted our audit in accordance with auditing standards generally accepted in the United States of America (GAAS) and the standards applicable to financial audits contained in *Government Auditing Standards* (GAS), issued by the Comptroller General of the United States. Our responsibilities under those standards are further described in the Auditor's Responsibilities for the Audit of the Financial Statements section of our report. We are required to be independent of Middle St. Croix Watershed Management Organization and to meet our other ethical responsibilities, in accordance with the relevant ethical requirements relating to our audit. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

Responsibilities of Management for the Financial Statements

Management is responsible for the preparation and fair presentation of the financial statements in accordance with accounting principles generally accepted in the United States of America, and for the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is required to evaluate whether there are conditions or events, considered in the aggregate, that raise substantial doubt about Middle St. Croix Watershed Management Organization's ability to continue as a going concern for twelve months beyond the financial statement date, including any currently known information that may raise substantial doubt shortly thereafter.

Auditor's Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not absolute assurance and therefore is not a guarantee that an audit conducted in accordance with GAAS will always detect a material misstatement when it exists. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control. Misstatements are considered material if there is a substantial likelihood that, individually or in the aggregate, they would influence the judgment made by a reasonable user based on the financial statements.

In performing an audit in accordance with GAAS and GAS, we:

- Exercise professional judgment and maintain professional skepticism throughout the audit.
- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and design and perform audit procedures responsive to those risks. Such procedures include examining, on a test basis, evidence regarding the amounts and disclosures in the financial statements.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of Middle St. Croix Watershed Management Organization's internal control. Accordingly, no such opinion is expressed.
- Evaluate the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluate the overall presentation of the financial statements.
- Conclude whether, in our judgment, there are conditions or events, considered in the aggregate, that raise substantial doubt about Middle St. Croix Watershed Management Organization's ability to continue as a going concern for a reasonable period of time.

We are required to communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit, significant audit findings, and certain internal control-related matters that we identified during the audit.

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing 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. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedule on page 14 and the note to the required supplementary information on page 15 be presented to supplement the basic financial statements. Such information is the responsibility of management and, 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. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about 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 do 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.

Other Information

Management is responsible for the other information. The other information comprises the WMO's organizational information under the introductory section but does not include the financial statements and our auditor's report thereon. Our opinion on the basic financial statements do not cover the other information, and we do not express an opinion or any form of assurance thereon. In connection with our audit of the basic financial statements, our responsibility is to read the other information and consider whether a material inconsistency exists between the other information and the basic financial statements, or the other information otherwise appears to be materially misstated. If, based on the work performed, we conclude that an uncorrected material misstatement of the other information exists, we are required to describe it in our report.

Other Reporting Required by *Government Auditing Standards*

In accordance with Government Auditing Standards, we have also issued our report dated June 6, 2024 on our consideration of Middle St. Croix Watershed Management Organization's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Middle St. Croix Watershed Management Organization's internal control over financial reporting and compliance.

Peterson Company Ltd

Peterson Company Ltd
Waconia, Minnesota

June 6, 2024

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**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
STATEMENT OF NET POSITION
DECEMBER 31, 2023**

	Governmental Activities
Assets:	
Cash and cash equivalents	\$ 379,215
Due from other governments	79,000
Total Assets	458,215
Liabilities:	
Accounts payable	10,969
Total Liabilities	10,969
Net Position:	
Unrestricted	447,246
Total Net Position	\$ 447,246

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See accompanying notes to the financial statements and Independent Auditor's Report.

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
STATEMENT OF ACTIVITIES
FOR THE YEAR ENDED DECEMBER 31, 2023**

<u>Functions/Programs</u>	Program Revenues			Net (Expenses) Revenues and Net Position	
	Expenses	Charges For Services	Operating Grants and Contributions	Capital Grants and Contributions	Governmental Activities
Governmental Activities:					
General government	\$ 128,965	\$ -	\$ 4,650	\$ -	\$ (124,315)
Programs	161,713	-	287,472	-	125,759
Total Governmental Activities	\$ 290,678	\$ -	\$ 292,122	\$ -	1,444
General Revenues:					
General property taxes					138,797
Unrestricted interest earnings					3,796
Other					9,164
Total General Revenues					151,757
Change in Net Position					153,201
Net Position - January 1					294,045
Net Position - December 31					\$ 447,246

See accompanying notes to the financial statements and Independent Auditor's Report.

MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
BALANCE SHEET
GOVERNMENTAL FUND
DECEMBER 31, 2023

	<u>General Fund</u>
Assets	
Cash and cash equivalents	\$ 379,215
Due from other governments	79,000
Total Assets	<u>\$ 458,215</u>
 Liabilities and Fund Balance	
Liabilities	
Accounts payable	\$ 10,969
Total Liabilities	<u>10,969</u>
 Fund Balance	
Unassigned	447,246
Total Fund Balance	<u>447,246</u>
Total Liabilities and Fund Balance	<u>\$ 458,215</u>
 Total Fund Balance	<u>\$ 447,246</u>
 Net Position of Governmental Activities	<u>\$ 447,246</u>

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See accompanying notes to the financial statements and Independent Auditor's Report.

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE
GOVERNMENTAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2023**

	General Fund
Revenues	
Intergovernmental	\$ 292,122
General property taxes	138,797
Interest income	3,796
Other	9,164
Total Revenues	443,879
Expenditures	
Current:	
General government:	
Contracted personnel services	121,967
Insurance	2,768
Office expenses	192
Professional fees	4,038
Program expenditures:	
Local	10,239
State	151,474
Total Expenditures	290,678
Net Change in Fund Balance	153,201
Fund Balance - January 1	294,045
Fund Balance - December 31	\$ 447,246
Net Change in Fund Balance - Governmental Fund	\$ 153,201
Change in Net Position of Governmental Activities	\$ 153,201

See accompanying notes to the financial statements and Independent Auditor's Report.

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

Financial Reporting Entity

The Middle St. Croix Watershed Management Organization (the "WMO") was established by a Joint Powers Agreement in 1984, between the cities and townships of Afton, St. Mary's Point, Lake St. Croix Beach, Lakeland Shores, Lakeland, Bayport, Oak Park Heights, Stillwater, West Lakeland Township, and Baytown Township, Minnesota. The WMO was formed to meet the requirements of the Metropolitan Surface Water Management Act under the provisions of Minnesota Statutes 103B.211 and 471-59.

The purpose of the Watershed Management Plan is to:

- Protect, preserve, and use natural surface and groundwater storage and retention systems.
- Minimize public capital expenditures needed to correct flooding and water quality problems.
- Identify and plan for the means to effectively protect and improve surface and groundwater quality.
- Establish more uniform local policies and official controls for surface and groundwater management.
- Prevent erosion of soil into surface water systems.
- Promote groundwater recharge.
- Protect and enhance fish and wildlife habitats and water recreational facilities.
- Secure the other benefits associated with the proper management of surface and groundwater.

The WMO submitted its 2015 – 2025 Watershed Management Plan to the Minnesota Board of Water and Soil Resources. Each municipality within the WMO has developed, or is in the process of developing, a specific local water management plan to accomplish the various watershed management objectives of the WMO. The work plan includes guidelines for employees and technicians to follow in order to achieve the Organization's objectives.

The financial statements present the WMO and its component units. The WMO includes all funds, account groups, organizations, institutions, agencies, departments, and offices that are not legally separate from such. Component units are legally separate organizations for which the elected officials of the WMO are financially accountable and are included within the basic financial statements of the WMO because of the significance of their operational or financial relationships with the WMO.

The WMO is considered financially accountable for a component unit if it appoints a voting majority of the organization's governing body and it is able to impose its will on the organization by significantly influencing the programs, projects, activities, or level of services performed or provided by the organization or if there is a potential for the organization to provide specific financial benefits to or impose specific financial burdens on, the WMO.

Blended Component Units - Reported as if they were part of the WMO.

Joint Ventures and Jointly Governed Organizations - The relationship of the WMO with the entity is disclosed.

Related Organization - The relationship of the WMO with the entity is disclosed.

As a result of applying the component unit definition criteria above, we have not identified any organizations that are considered to be component units of the WMO.

Government-Wide Fund Financial Statements

The government-wide financial statements (i.e., the Statement of Net Position and the Statement of Activities) report information on all activities of the WMO. Governmental activities are normally supported by member contributions and intergovernmental revenues.

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Government-Wide Fund Financial Statements (Continued)

The Statement of Activities demonstrates the degree to which the direct expenses of a given function or segment is offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function or segment. Interest on general long-term debt is considered an indirect expense and is reported separately in the Statement of Activities. Program revenues include 1) charges to customers or applicants who purchase, use, or directly benefit from goods, services, or privileges provided by a given function or segment and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function or segment. Taxes and other items not properly included among program revenues are reported instead as general revenues. Internally dedicated revenues are reported as general revenues rather than program revenues.

Fund financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting, and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenues are recognized as soon as they are both measurable and available. Revenues are available when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the WMO considers revenues to be available if they are collected within 60 days of the end of the current period. Reimbursement grants are considered available if they are collected within one year of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting.

Intergovernmental revenues and interest associated with the current period are all considered to be susceptible to accrual and so have been recognized as revenues of the current period. All other revenue items are considered to be measurable and available only when cash is received by the WMO.

The WMO reports one major governmental fund. The General Fund (Administrative Fund) is the general operating fund of the WMO. It is used to account for financial resources to be used for general administrative expenditures and programs of the WMO.

Assets, Liabilities, and Net Position/Fund Balance

Cash and Cash Equivalents

Cash is stated at fair value, except for non-negotiable Certificates of Deposit, which are on a cost basis and short-term money market investments, which are stated at amortized cost.

Due from Other Governments

Due from other governments are recorded for state grant amounts that were received after year-end and all eligibility requirements had been met.

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Liabilities, and Net Position/Fund Balance (Continued)

Fund Balance Classifications

In the fund financial statements, governmental funds report fund classifications comprise a hierarchy based primarily on the extent to which the WMO is bound to honor constraints on the specific purpose for which amounts in those funds can be spent. These classifications are as follows:

Non-spendable – These are amounts that cannot be spent because they are not in spendable form or are legally or contractually required to be maintained intact.

Restricted – These are amounts that are restricted to specific purposes either by a) constraints placed on the use of resources by creditors, grantors, contributors, or laws or regulations of other governments or b) imposed by law through enabling legislation.

Committed – These are amounts that can only be used for specific purposes pursuant to constraints imposed by formal action (resolution) of the government's highest level of decision-making authority, which is the Board of Managers, and that remain binding unless removed by subsequent formal action of the Board of Managers.

Assigned – These are amounts that are constrained by the WMO's intent to be used for specific purposes but are neither restricted nor committed and include all remaining amounts (except for negative balances) that are reported in governmental funds, other than the Administrative Fund, that are not classified as non-spendable, restricted, or committed. Assignments are made by the WMO's Administrator based on the Board of Manager's direction.

Unassigned – These are residual amounts in the Administrative Fund not reported in any other classification. The Administrative Fund is the only fund that can report a positive unassigned fund balance. Other funds would report a negative unassigned fund balance should the total of non-spendable, restricted, and committed fund balances exceed the total net resources of that fund.

When both restricted and unrestricted resources are available for use, it is the WMO's policy to first use restricted resources, and then use unrestricted resources as they are needed. When committed, assigned or unassigned resources are available for use, it is the WMO's policy to use resources in the following order: 1) committed 2) assigned and 3) unassigned.

Net Position

Net position represents the difference between assets and liabilities in the government-wide financial statements. Net investment in capital assets consists of capital assets, net of accumulated depreciation, reduced by the outstanding balance of any long-term debt used to construct or acquire the capital assets. Net position is reported as restricted in the government-wide financial statement when there are limitations on their use through external restrictions imposed by creditors, grantors or laws or regulations of other governments.

Use of Estimates

The preparation of financial statements in conformity with accounting principles generally accepted in the United States of America requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the reporting period. Actual results could differ from such estimates.

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 1 - SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES (CONTINUED)

Assets, Liabilities, and Net Position/Fund Balance (Continued)

Property Tax Revenue Recognition

On or before August 1 of each year, the Board shall prepare an operating budget for the following year for the purpose of providing funds to operate the WMO. The annual administrative expenses shall be budgeted and borne by each voting member local governmental unit in the following manner:

- a) 40 percent shall be based upon the total acreage of each member local governmental unit based as a percentage of the acreage of the Middle St. Croix Watershed;
- b) 20 percent shall be borne by each member local governmental unit based upon the tax capacity of the particular community's area of the watershed as a percentage of the tax capacity of the entire Middle St. Croix Watershed;
- c) 40 percent shall be borne by each member local governmental unit based upon population of particular community's area of the watershed as a percentage of the total population of the entire Middle St. Croix Watershed.

The budget shall be adopted based upon a two-thirds majority vote of all 10 members of the Board. After approval, the Secretary shall certify the adopted budget to each member local governmental unit on or before September 1 of each year, together with a statement showing the amounts due from each period. Each member local governmental unit shall pay over to the WMO the amount owing, in two equal installments, the first on or before January 1, and the second on or before July 1, in accordance with the tax year for which the amount due is being paid.

The WMO will recognize property tax revenue in the period that tax revenues were received.

Change in Accounting Principle

Effective January 1, 2023, the WMO adopted GASB 96, *Subscription-Based Technology Arrangement*. The new standard establishes a right of use subscription asset and a corresponding liability that amortizes over the subscription term for all arrangement with terms longer than 12 months. The WMO only has short-term arrangements; therefore, this new standard will not affect them.

NOTE 2 - DEPOSITS AND INVESTMENTS

Deposits

Custodial Credit Risk - Deposits: This is the risk that in the event of a bank failure, the WMO's deposits may not be returned to it. Minnesota Statutes requires all deposits be protected by federal deposit insurance, corporate surety bonds, or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by federal deposit insurance or corporate surety bonds. As of December 31, 2023, the WMO's bank balance was not exposed to custodial credit risk because it was insured and fully collateralized with securities held by the pledging financial institution's trust department or agent and in the WMO's name.

The WMO did not have formal policies in place as of December 31, 2023, to address custodial credit risk for deposits. The WMO also did not have policies in place to address credit risk, concentration of credit risk, interest rate risk and custodial credit risk for investments.

At December 31, 2023, cash and investments were comprised of deposits at a commercial bank.

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
NOTES TO THE FINANCIAL STATEMENTS
DECEMBER 31, 2023**

NOTE 3 - GRANTS

The WMO receives financial assistance from governmental agencies in the form of grants. The disbursement of funds received under these programs generally requires compliance with terms and conditions specified in the grant agreements and is subject to audit by the grantor agencies. Any disallowed claims resulting from such audits could become a liability of the applicable fund. However, in the opinion of management, any such disallowed claims will not have a material effect on any of the financial statements of the individual fund types included herein or on the overall financial position of the WMO at December 31, 2023.

NOTE 4 - RISK MANAGEMENT

The WMO purchases commercial insurance coverage through League of Minnesota Cities Insurance Trust. The WMO pays an annual premium to them for its insurance coverage. League of Minnesota Cities Insurance Trust is self-sustaining, through commercial companies, for excess claims. The WMO is covered through the pool for any claims incurred but unreported, however, retains risk for the deductible portion of its insurance policies. The amount of these deductibles are considered immaterial to the financial statements.

There were no significant reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past three years.

At December 31, 2023, there were no other claims liabilities reported in the fund based on the requirements of GASB Statement No. 10, which requires that a liability for claims be reported if information prior to the issuance of the financial statements indicates that it is probable that a liability has been incurred at the date of the financial statements and the amount of the loss can be reasonably estimated.

NOTE 5 - COMMITMENTS AND CONTINGENCIES

The WMO is not aware of any existing or pending lawsuits, claims or other actions in which the WMO is a defendant.

NOTE 6 - SUBSEQUENT EVENTS

The WMO has evaluated events and transactions for potential recognition or disclosure through June 6, 2024, the date the financial statements were available to be issued.

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
REQUIRED SUPPLEMENTARY INFORMATION
BUDGETARY COMPARISON SCHEDULE - GENERAL FUND
FOR THE YEAR ENDED DECEMBER 31, 2023**

	Original/Final Budget	Actual Amounts	Over (Under)/Final Budget
Revenues			
Intergovernmental	\$ -	\$ 292,122	\$ 292,122
General property taxes	142,348	138,797	(3,551)
Interest income	-	3,796	3,796
Other	5,750	9,164	3,414
Total Revenues	148,098	443,879	295,781
Expenditures			
Current:			
General government:			
Contracted personnel services	31,160	121,967	90,807
Insurance	2,600	2,768	168
Office expenses	2,430	192	(2,238)
Professional fees	4,650	4,038	(612)
Programs:			
Local	47,768	10,239	(37,529)
State	59,490	151,474	91,984
Total Expenditures	148,098	290,678	142,580
Net Change in Fund Balance	\$ -	\$ 153,201	\$ 153,201
Fund Balance - January 1		294,045	
Fund Balance - December 31		\$ 447,246	

See accompanying note to required supplementary information and Independent Auditor's Report

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
NOTE TO THE REQUIRED SUPPLEMENTARY INFORMATION
DECEMBER 31, 2023**

NOTE 1 – BUDGETARY INFORMATION

Budgets are adopted annually by the Board of Managers. During the budget year, supplemental appropriations and deletions are, or may be, authorized by the Board. The amounts shown in the financial statements as "Budget" represent the original budgeted amounts plus all revisions made during the year and/or for the year. Encumbrance accounting, under which purchase orders, contracts and other commitments of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the WMO.

The WMO monitors budget performance on the fund basis. All amounts over budget have been approved by the Board through the disbursement approval procedures.

Excess of expenditures over budget – The General Fund had expenditures in excess of budget for the year as follows: Expenditures \$290,678; Budget \$148,098; Excess \$142,580.

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**INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER
FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS
BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED
IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS**

To the Board of Managers
Middle St. Croix Watershed Management Organization
Oakdale, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund of Middle St. Croix Watershed Management Organization as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Middle St. Croix Watershed Management Organization's basic financial statements, and have issued our report thereon dated June 6, 2024.

Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered Middle St. Croix Watershed Management Organization's internal control over financial reporting as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Middle St. Croix Watershed Management Organization's internal control over financial reporting. Accordingly, we do not express an opinion on the effectiveness of the Middle St. Croix Watershed Management Organization's internal control over financial reporting.

A deficiency in internal control over financial reporting exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A material weakness is a deficiency, or combination of deficiencies, in internal control over financial reporting such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis. A significant deficiency is a deficiency, or combination of deficiencies, in internal control over financial reporting that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control over financial reporting was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control over financial reporting that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. Given these limitations, during our audit, we did not identify any deficiencies in internal control over financial reporting that we consider to be material weaknesses. We identified certain deficiencies in internal control, described in the accompanying Schedule of Findings and Responses as items 2023-001, 2023-002, and 2023-003, that we consider to be significant deficiencies.

Report on Compliance and Other Matters

As part of obtaining reasonable assurance about whether Middle St. Croix Watershed Management Organization's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the financial statements. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Middle St. Croix Watershed Management Organization's Responses to Findings

Government Auditing Standards requires the auditor to perform limited procedures on the WMO's responses to the internal control findings identified in our audit and described in the accompanying Schedule of Findings and Responses. The Middle St. Croix Watershed Management Organization's responses were not subjected to the other auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on the responses.

Purpose of This Report

The purpose of this report is solely to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control over financial reporting or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Peterson Company Ltd

Peterson Company Ltd
Waconia, Minnesota

June 6, 2024

DRAFT

PETERSON COMPANY LTD

CERTIFIED PUBLIC ACCOUNTANTS

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

INDEPENDENT AUDITOR'S REPORT ON MINNESOTA LEGAL COMPLIANCE

To the Board of Managers
Middle St. Croix Watershed Management Organization
Oakdale, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States, the financial statements of the governmental activities and the general fund of Middle St. Croix Watershed Management Organization, as of and for the year ended December 31, 2023, and the related notes to the financial statements, which collectively comprise the Middle St. Croix Watershed Management Organization's basic financial statements, and have issued our report thereon dated June 6, 2024.

In connection with our audit, nothing came to our attention that caused us to believe that the Middle St. Croix Watershed Management Organization failed to comply with the provisions of the contracting – bid laws, depositories of public funds and public investments, conflicts of interest, claims and disbursements, miscellaneous provisions, and tax increment financing sections of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minnesota Statutes § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures; other matters may have come to our attention regarding the Middle St. Croix Watershed Management Organization's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

The purpose of this report is solely to describe the scope of our testing of compliance and the results of that testing, and not to provide an opinion on compliance. Accordingly, this communication is not suitable for any other purpose.

Peterson Company Ltd

Peterson Company Ltd
Waconia, Minnesota

June 6, 2024

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
SCHEDULE OF FINDINGS AND RESPONSES
DECEMBER 31, 2023**

2023-001: Segregation of Duties

Criteria: Generally, a system of internal control contemplates separation of duties such that no individual has responsibility to execute a transaction, have physical access to the related assets, and have responsibility or authority to record the transaction.

Condition and Context: Substantially all accounting procedures are performed by one person.

Cause: This condition is common to organizations of this size due to the limited number of staff.

Effect: The lack of an ideal segregation of duties subjects the WMO to a higher risk that errors or fraud could occur and not be detected in a timely manner.

Prior Year Finding: Yes, 2022-001.

Recommendation: Any modification of internal controls in this area must be viewed from a cost/benefit perspective.

Management Response: The WMO has adequate policies and procedures in place to compensate for the lack of segregation of duties. This is done by having all disbursements approved by the Board of Managers and the individual performing the accounting procedures having no authority to execute a transaction.

DRAFT

**MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
SCHEDULE OF FINDINGS AND RESPONSES (CONTINUED)
DECEMBER 31, 2023**

2023-002: Financial Statement Presentation

Criteria: The WMO's management is responsible for establishing and maintaining internal controls, including monitoring, and for the fair presentation of the financial statements in accordance with generally accepted accounting principles.

Condition and Context: As part of the audit, management requested us to prepare a draft of the financial statements, including the related notes to the financial statements. Management has accepted responsibility for the financial statements and reviewed them.

Cause: The WMO has a limited number of personnel with financial reporting experience.

Effect: The design of the controls over the financial reporting process would affect the ability of the WMO to report its financial data consistently with the assertions of the management in the financial statements.

Prior Year Finding: Yes, 2022-002.

Recommendation: We recommend that the WMO be aware of the requirements for fair presentation of the financial statements in accordance with the generally accepted accounting principles. Should the WMO elect, based upon an analysis of costs and benefits, to establish the full oversight of the financial statement preparation of an appropriate level, we suggest management establish effective review policies and procedures including but not limited to the following: reconciling general ledger amounts to the draft financial statements; review of all supporting documentation and explanations for journal entries proposed by us; complete the disclosure checklist; review and approval of schedules and calculations supporting the amounts included in the notes to the financial statements; apply analytic procedures to the draft financial statements; and perform other procedures considered necessary by management.

Management Response: The WMO understands that this is required communications for the preparation of the financial statements.

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MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION
SCHEDULE OF FINDINGS AND RESPONSES (CONTINUED)
DECEMBER 31, 2023

2023-003: Audit Adjustments

Criteria: The WMO's management is responsible for establishing and maintaining internal controls for the proper recording of all the WMO's accounting transactions, including account coding, reporting of accruals, and net position.

Condition and Context: As part of the audit, we proposed material adjustments and reclassified transactions to the proper accounts for preparing note disclosures. Management has reviewed and approved the audit adjustments.

Cause: The WMO has a limited number of personnel with financial reporting experience.

Effect: The design of the internal controls over recording transactions and year-end accruals limits the ability of the WMO to provide accurate accrual basis financial information.

Recommendation: We recommend that WMO management be constantly aware of all procedures and processes involved in recording transactions, accruals, and reclassifications and develop internal control policies to ensure proper recording of these items.

Management Response: The WMO will continue to work at eliminating the need for audit adjustments.

DRAFT



TO: Middle St. Croix WMO Board of Managers
FROM: Matt Oldenburg-Downing, Administrator
DATE: June 28, 2024
RE: 7d.) WMO Legal Services Update

The WMO was notified by Board of Soil and Water Resources (BWSR) staff on June 27th that our legal counsel, Troy Gilchrist, was no longer with Kennedy & Graven, the firm we have engaged with. I confirmed this via email and learned he has moved to a new firm. I was not notified prior to this move.

I am unsure of how to proceed, legally or otherwise. I am seeking board direction; some potential avenues would be to:

- Continue engagement with Kennedy & Graven, assuming they have the capacity and expertise to do so
- Reach out to Troy at his new firm and request continued services
- Solicit for services from other firms

Legally I am not sure that any of these is an appropriate path forward. Prior to the Board meeting I will attempt to inquire with other watersheds and BWSR on what path should be followed. Input from the Board will also be considered before any action is taken.



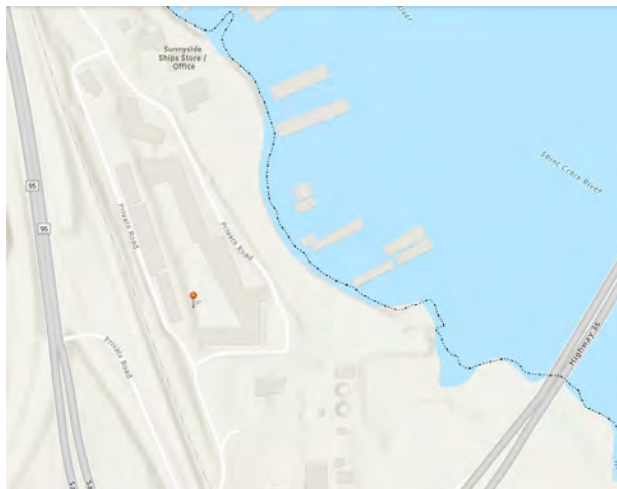
TO: Middle St. Croix Board of Managers
FROM: Brett Stolpestad, Landscape Restoration Specialist, Washington Conservation District
DATE: June 4, 2024
RE: Request for Reimbursement – Miller/Sunnyside 2 Raingarden Enhancement

On May 9th the MSCWMO board approved cost share encumbrance of up to \$500 for the Miller/Sunnyside 2 Raingarden Enhancement project located at 6201 St. Croix Trail N in Oak Park Heights. The designated HOA representative has submitted receipts for work (installation of native perennials) completed in May of 2024, totaling \$562.59 in material costs.

Project Estimate: \$828.00
Actual Expenditure: \$562.59
Cost Share Encumbered: \$500.00

Requested Board Action: Motion by Board Member 1, seconded by Board Member 2, to approve reimbursement of \$500.00 cost share for the installation of the Miller/Sunnyside 2 Raingarden Enhancement project.

Location & Photos:





TO: Matt Oldenburg-Downing, Administrator
FROM: Rebecca Nestingen, PE
DATE: July 2, 2024
RE: 9a) Plan Reviews/Submittals

The following is a summary of recent activity on projects submittals which qualify for plan review under the MSCWMO 2015 Watershed Management Plan (WMP):

- **Mister Car Wash.** An application for project review was received on April 2nd, 2024 and revised materials were received May 23rd, 2024 for the proposed Mister Car Wash located at 14100 60th St. N in Stillwater. The project involves creation of approximately 0.77 acres of new impervious for the parking lot, sidewalks, and building. Stormwater management is provided with an underground filtration system and Bayfilter structure. Volume control is not provided because the site is in a high vulnerability DWSMA. The proposed system has demonstrated compliance with the flexible treatment options for the annual TP removal estimate. *MSCWMO staff recommends approval with three conditions.*
- **Garelick Residence.** An application for project review and complete materials were received on July 1st, 2024 for the proposed home and driveway addition at 75 Lakeland Shores Rd N in Lakeland Shores. The project involves creation of approximately 1,400 square feet of new impervious in the St. Croix Riverway. Stormwater management is provided with a rain garden receiving stormwater runoff routed from the new addition and concrete parking pad. The project will require a variance from Lakeland Shores for the more restrictive 50' bluffline setback and exceedance of the 20% impervious surface lot coverage. *MSCWMO staff recommends approval with one condition.*
- **Ruff Detached Garage.** An application for project review and complete materials were received on July 1st, 2024 for the proposed detached garage and driveway reconstruction at 1411 Old Toll Bridge Rd in Lakeland. The project involves creation of approximately 2,500 square feet of new/reconstructed impervious in the St. Croix Riverway. Stormwater management is provided with a rain garden receiving stormwater runoff routed from the garage and driveway. *MSCWMO staff recommends approval with three conditions.*



June 6, 2024

Shawn Sanders
City of Stillwater
216 N Fourth Street
Stillwater, MN 55082

Dear Mr. Sanders,

The Middle St. Croix Watershed Management Organization (MSCWMO) received submittal items on April 2nd, 2024 for the proposed Mister Car Wash located at 14100 60th St. N within the MSCWMO boundaries and the City of Stillwater. The proposed project qualifies full review under the MSCWMO 2015 Watershed Management Plan since it involves grading more than 10,000 sf of land and creation of more than 6,000 sf of impervious surface. Stormwater management is provided with an underground filtration system and Bayfilter structure. Volume control is not provided because the site is in a high vulnerability DWSMA. The proposed system has demonstrated compliance with the flexible treatment options for the annual TP removal estimate. MSCWMO staff recommend approval with the following three conditions:

1. Drainage easements covering land adjacent to ponding areas, wetlands, and waterways up to their 100-year flood levels and covering all ditches and storm sewers are recorded. Access easements to these drainage easements and to other stormwater management facilities shall also be recorded.
2. A proposed maintenance agreement, which may be in the format of Appendix K, or other form approved by the city is executed.
3. Prior to the release of any remaining fee or security, the permit holder must provide documentation that constructed volume control facilities perform as designed.

Please contact me at 651-796-2227 or moldenburg-downing@mnwcd.org if you have any questions or comments regarding this correspondence.

Sincerely,

A handwritten signature in black ink, appearing to read 'Matt Oldenburg-Downing'.

Matt Oldenburg-Downing | Administrator
Middle St. Croix Watershed Management Organization



MSCWMO Review ID: 24-003

Review Date: 6/6/2024

Project Name: Mister Car Wash

Location: 14100 60th St N, Stillwater

Applicant: Nick Johnson

Purpose: Single tunnel conveyor type car wash

Recommendation: Approval with three conditions:

1. Drainage easements covering land adjacent to ponding areas, wetlands, and waterways up to their 100-year flood levels and covering all ditches and storm sewers are recorded. Access easements to these drainage easements and to other stormwater management facilities shall also be recorded.
2. A proposed maintenance agreement, which may be in the format of Appendix K, or other form approved by the city is executed.
3. Prior to the release of any remaining fee or security, the permit holder must provide documentation that constructed volume control facilities perform as designed.

Applicability:

- Any project undertaking grading, filling, or other land alteration activities which involve movement of 100 cubic yards of earth or removal of vegetation on greater than 10,000 square feet of land.
- Any project that creates or fully reconstruct 6,000 square feet or more of impervious surface.
- All major subdivisions or minor subdivisions that are part of a common plan of development. Major subdivisions are defined as subdivisions with 4 or more lots.
- Any project with wetland impacts, grading within public waters, grading within buffers or within 40-feet of the bluff line.
- Development projects that impact 2 or more of the member communities.
- New or redevelopment projects within the St. Croix Riverway that require a building permit that add 500 square feet of additional impervious surface.
- Any project requiring a variance from the current local impervious surface zoning requirements for the property.
- Any land development activity, regardless of size, that the City determines is likely to cause an adverse impact to an environmentally sensitive area or other property, or may violate any other erosion and sediment control standard set by the member community.

Submittal Items:

- A completed and signed project review application form and review fee.
- Grading Plan/Mapping Exhibits:
 - Property lines and delineation of lands under ownership of the applicant.

MSCWMO Member Communities

Afton • Bayport • Baytown • Lakeland • Lakeland Shores • Lake St. Croix Beach • Oak Park Heights
St. Mary's Point • Stillwater • West Lakeland

Delineation of existing on-site wetlands, shoreland and/or floodplain areas (including any buffers).

NA Ordinary High Water (OHW) elevations and datum, as determined by the MDNR (if applicable).

Existing and proposed site contour elevations related to NAVD 1988 datum (preferred) or NGVD, 1929. Datum must be noted on exhibits.

Drainage easements covering land adjacent to ponding areas, wetlands, and waterways up to their 100-year flood levels and covering all ditches and storm sewers. Access easements to these drainage easements and to other stormwater management facilities shall also be shown. (Not required for sites within public right-of-way)

NA Minimum building elevation for each lot.

Identification of downstream water body.

Delineation of the subwatersheds contributing runoff from off-site, proposed and existing on-site subwatersheds, and flow directions/patterns.

Location, alignment, and elevation of proposed and existing stormwater facilities.

Existing and proposed normal water elevations and the critical (the highest) water level produced from the 100-year 24-hour storms.

NA Location of the 100-year flood elevation, natural overflow elevation, and lowest floor elevations.

A Stormwater Pollution Prevention Plan in compliance with the requirements of the NPDES SDS Construction Stormwater Permit.

Permanent Stormwater Management System in compliance with the requirements of the NPDES SDS Construction Stormwater Permit and MSCWMO Performance Standards.

Impervious areas (Pre- and Post-Construction).

Construction plans and specifications for all proposed stormwater management facilities.

Location(s) of past, current or future onsite well and septic systems (if applicable).

Other exhibits required to show conformance to these Performance Standards.

Hydrologic/Hydraulic Design Exhibits:

All hydrologic and hydraulic computations completed to design the proposed stormwater management facilities shall be submitted. Model summaries must be submitted. The summaries shall include a map that corresponds to the drainage areas in the model and all other information used to develop the model.

A table (or tables) must be submitted showing the following:

A listing of all points where runoff leaves the site and the existing and proposed stormwater runoff rates and volumes.

A listing of the normal water levels under existing and proposed conditions and the water levels produced from the storm and runoff events listed above for all on-site wetlands, ponds, depressions, lakes, streams, and creeks.

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A proposed maintenance agreement, which may be in the format of Appendix K, or other form approved by the city.

NA This site drains to, and is within one mile of special or impaired water and complies NPDES CSW additional requirements.

STORMWATER MANAGEMENT PERFORMANCE STANDARDS

Water quality treatment is provided prior to direct discharge of stormwater to wetlands and all other water bodies.

Rate and Flood Control Standards

The peak rate of stormwater runoff from a newly developed or redeveloped site shall not exceed the 2-, 10-, and 100-year 24-hour storms with respective 2.8, 4.2, and 7.3-inch rainfall depths with MSCWMO approved time distribution based on Atlas 14 for existing and proposed conditions. The runoff curve number for existing agriculture areas shall be less than or equal to the developed condition curve number. The newly developed or redeveloped peak rate shall not exceed the existing peak rate of runoff for all critical duration events, up to and including the 100-year return frequency storm event for all points where discharges leave a site during all phases of development.

Predevelopment conditions assume “good hydrologic conditions” for appropriate land covers as identified in TR-55 or an equivalent methodology. Runoff curve numbers have been increased where predevelopment land cover is cropland:

Hydrologic Soil Group A	Runoff Curve Number 56
Hydrologic Soil Group B	Runoff Curve Number 70
Hydrologic Soil Group C	Runoff Curve Number 79
Hydrologic Soil Group D	Runoff Curve Number 83

Computer modeling analyses includes secondary overflows for events exceeding the storm sewer systems level-of-service up through the critical 100-year event.

In sub-areas of a landlocked watershed, the proposed project does not increase the predevelopment volume or rate of discharge from the sub-area for the 10-year return period event.

Flowage easements up to the 100-yr flood level have been secured for stormwater management facilities (such as ditches and storm sewers).

Lowest floor elevations of structures built adjacent to stormwater management features and other water bodies are a minimum of two feet above the 100-year flood elevation and a minimum of two feet above the natural overflow of landlocked basins.

Volume Control Standards

Calculations/computer model results indicate stormwater volume is controlled for new development and redevelopment requirements per the MSCWMO Design Standards.

Volume Retention Required (cu. ft.)	Volume Retention Provided (cu. ft.)
$47,045 \text{ sq. ft.} \times \frac{1.1 \text{ in}}{12 \text{ in/ft}} = 4,312 \text{ cu. ft.}$	BMP Volume BMP #1 4,318 cu. ft.
Total Required Volume Retention = 4,312 cu. ft.	Total Provided Volume Retention = 4,318 cu. ft.

Flexible Treatment Options (when applicable)

- Applicant demonstrated qualifying restrictions as defined in Section 7.2.2 (4) of the 2015 MSCWMO Watershed Management Plan that prohibits the infiltration of the entire required volume. **Filtration utilized due to high vulnerability DWSMA.**
- FTO #1: MIDS calculator submission removes 75% of the annual total phosphorous.
- FTO #2: MIDS calculator submission removes 60% of the annual total phosphorous.
- FTO #3: Offsite mitigation equivalent to the volume reduction standard is provided.

Infiltration/Filtration Design Standards

- Proposed stormwater management features meet or exceed NPDES General Construction Permit requirements are designed in conformance with the most recent edition of the State of Minnesota Stormwater Manual.
- None of the following conditions exist that prohibit infiltration of stormwater on the site
 - a. Areas where vehicle fueling and maintenance occur.
 - b. Areas where contaminants in soil or groundwater will be mobilized by infiltrating stormwater.
 - c. Areas where soil infiltration rates are field measured at more than 8.3 inches per hour unless amended to slow the infiltration rate below 8.3 inches per hour.
 - d. Areas with less than three (3) feet of separation distance from the bottom of the infiltration system to the elevation of the seasonally saturated soils or the top of bedrock.
 - e. Areas of Hydrologic Soil Group D (clay) soils
 - f. Areas within DSWMAs and ERAs unless infiltration is deemed appropriate based on Minnesota Stormwater Manual Guidance
 - g. Areas within 1,000 feet up-gradient, or 100 feet down-gradient of active karst features unless allowed by a local unit of government with a current MS4 permit.
 - h. Areas that receive runoff from industrial facilities not authorized to infiltration stormwater under the NPDES stormwater permit for industrial activities.
- Minimum setbacks from the Minnesota Department of Health for infiltration practices are met

Setback	Minimum Distance (ft.)
Property line	10
Building foundation*	10
Private well	35
Public water supply well	50
Septic system tank/leach field	35

*Minimum with slopes directed away from the building

- Pretreatment device(s) remove at least 50% of sediment loads. If downstream from a potential hot spot, a skimmer is in place to facilitate cleanup.

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- Water quality volume will be discharged through infiltration or filtration media in 48 hours or less.
- NA For bioretention (biofiltration and bioinfiltration) volume control management facilities above ground with vegetation the period of inundation shall be calculated using the maximum water depth below the surface discharge elevation and the soil infiltration rate.
- NA For infiltration basin volume control management facilities the period of inundation shall be calculated using the maximum water depth below the surface discharge elevation and the soil infiltration rate.
- Appropriate soil borings have been conducted that meet the minimum standards.
 - a. A minimum of one boring was conducted at the location of the infiltration facility for facilities up to 1,000 ft²; between 1,000 and 5,000 ft², two borings; between 5,000 and 10,000 ft², three borings; and greater than 10,000 ft², 4 borings plus an additional boring for every 2,500 ft² beyond 12,500 ft².
 - b. Soil borings extend a minimum of five feet below the bottom of the infiltration practice. If fractured bedrock is suspected, the soil boring goes to a depth of at least ten feet below the proposed bottom of the volume control facility.
 - c. A minimum of three feet of separation to the seasonal water table and/or bedrock.
 - d. Identify unified soil classification.
- The least permeable soils horizon identified in the soil boring dictated the infiltration rate.
- Additional flows are bypassed and are routed through stabilized discharge points.
- Filtration basin demonstrates a basin draw down between 24 hours and 48 hours.
- NA Filtration system Iron Enhanced Sand Filter is sized to bind soluble phosphorous removal for 30 year functional life of the system using the published value of 17lbs.phosphorous removal per 20 yards of 5% by weight iron filings to 95% sand.
- Identify as build survey and method to demonstrate infiltration or filtration basin is functioning.
- Construction plans provide adequate construction guidance to prevent clogging or compaction and demonstrate performance.
 - a. Excavation within 2.0 feet of final grade for infiltration/filtration systems is prohibited until contributing drainage areas are constructed and fully stabilized.
 - b. Rigorous sediment and erosion controls planned to divert runoff away from the system.
 - c. Installation of volume control facilities must occur in dry soil conditions. Excavation, soil placement and rapid stabilization of perimeter slopes must be accomplished prior to the next precipitation event.
 - d. Excavation shall be performed by an excavator with a toothed bucket. Use excavator bucket to place materials. Construction equipment shall not be allowed into the basin.
 - e. Prior to the release of any remaining fee or security, the permit holder must provide documentation that constructed volume control facilities perform as designed.
- There is a way to visually verify the system is operating as designed.
- A minimum 8.0' maintenance access is provided to all stormwater facilities.

EROSION AND SEDIMENT CONTROL PERFORMANCE STANDARDS

- A Stormwater Pollution Prevention Plan (SWPPP) that meets the National Pollutant Discharge Elimination System (NPDES) requirements.

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Narrative

- Identify the person knowledgeable and experienced who will oversee the implementation of the SWPPP; the installation, inspection, and maintenance of the BMPs.
 - a. Identifies the person who will oversee the BMP inspection and maintenance.
 - b. Identify the training requirements are satisfied.
 - c. Inspections performed once every 7 days.
 - d. Inspections performed within 24 hours of a rain event greater than 0.5 in/24 hours.
 - e. Inspection and Maintenance records include:
 - i. Date and time of inspection.
 - ii. Name of person(s) conducting inspections.
 - iii. Finding of inspections, including the specific location where corrective actions are needed.
 - iv. Corrective actions taken (including dates, times, and party completing maintenance activities).
 - v. Date and amount of rainfall events greater than 0.5 in/24 hours.
 - vi. Rainfall amounts must be obtained by a properly maintained rain gauge installed onsite, or by a weather station that is within one mile or by a weather reporting system.
 - vii. Requirements to observe, describe, and photograph any discharge that may be occurring during the inspection.
 - viii. All discovered nonfunctional BMPs must be repaired, replaced, or supplemented with functional BMPs within 24 hours after discovery, or as soon as field conditions allow.
- Describes procedures to amend the SWPPP and establish additional temporary ESC BMPs as necessary for site conditions.
- Describes the installation timing for all Erosion Sediment Control (ESC) Best Management Practices (BMPs).
- Describes final stabilization methods for all exposed areas.
- Methods used to minimize soil compaction and preserve topsoil must be described.
- NA Describes dewatering technique to prevent nuisance conditions, erosion, or inundation of wetlands.
- NA Identifies any specific chemicals and the chemical treatment systems that may be used for enhancing the sedimentation process on the site, and how compliance will be achieved with the permit requirements.
- Describes the following pollution prevention management measures:
 - a. Storage, handling, and disposal of construction products, materials, and wastes.
 - b. Fueling and maintenance of equipment or vehicles; spill prevention and response.
 - c. Vehicle and equipment washing.
 - d. No engine degreasing allowed on site.
 - e. Containment of Concrete and other washout waste.
 - f. Portable toilets are positioned so that they are secure.

Plan Sheets

- NA Temporary Sediment Basins required (10 acres draining to common location or 5 acres App. A) and design meets the following criteria:
 - a. Adequately sized – 2-year, 24-hour storm, minimum 1,800 feet/acre; or no calculative minimum 3,600ft³/acre.
 - b. Designed to prevent short circuiting.

- c. Outlets designed to remove floating debris.
 - d. Outlets designed to allow complete drawdown.
 - e. Outlets designed to withdraw water from the surface
 - f. Outlets have energy dissipation.
 - g. Have a stabilized emergency spillway.
 - h. Situated outside of surface waters and any natural buffers.
- Locations and types of all temporary and permanent Erosion Control BMPs.
 - a. Exposed soils have erosion protection/cover initiated immediately and finished within 7 days.
 - b. Wetted perimeters of ditches stabilized within 200 feet of surface water within 24 hours.
 - c. Pipe outlets have energy dissipation within 24 hours of connecting.
 - Locations and types of all temporary and permanent Sediment Control BMPs.
 - a. Sediment control practices established on down gradient perimeters and upgradient of any buffer zones.
 - b. All inlets are protected.
 - c. Stockpiles have sediment control and placed in areas away from surface waters or natural buffers.
 - d. Construction site entrances minimize street tracking?
 - e. Plans minimize soil compaction and, unless infeasible to preserve topsoil.
 - f. Fifty foot natural buffers preserved or (if not feasible) provide redundant sediment controls when a surface water is located within 50 feet of the project's earth disturbances and drains to the surface water.
 - Tabulated quantities of all erosion prevention and sediment control BMPs.
 - Stormwater flow directions and surface water divides for all pre- and post-construction drainage areas.
 - NA Locations of areas not to be disturbed (buffer zones).
 - Location of areas where construction will be phased to minimize duration of exposed soil areas.
 - NA Blufflines are protected from construction activities in urban (40 foot buffer) areas and rural areas (100-foot buffer).

WETLAND PERFORMANCE STANDARDS

- NA Direct discharge of stormwater to wetlands and all other water bodies without water quality treatment is prohibited.
- NA Any potential changes to the hydrology of the wetland (i.e. changes to the outlet elevation or contributing drainage area) must be reviewed to evaluate the impact of both the existing and proposed wetland conditions and approved by the MSCWMO.
- NA Land-altering activities shall not increase the bounce in water level or duration of inundation from a 2.0-inch 24-hour storm for any downstream wetland beyond the limit specified in Table 7.2 for the individual wetland susceptibility class.

LAKE, STREAM AND WETLAND BUFFER PERFORMANCE STANDARDS

- NA A buffer zone of unmowed natural vegetation is maintained or created upslope of all water bodies (wetlands, streams, lakes).

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- NA A 50 foot natural buffer or (if a buffer is infeasible) provide redundant sediment controls when a surface water is located within 50 feet of the project's earth disturbances and stormwater flows to the surface water.
- NA If adjacent to a Special or Impaired Water an undisturbed buffer zone of not less than 100 linear feet from the special water is maintained both during construction and as a permanent feature post construction.



July 2, 2024

Kim Points
City of Lakeland Shores
PO Box 246
Lakeland, MN 55043

Dear Ms. Points,

The Middle St. Croix Watershed Management Organization (MSCWMO) received submittal items on July 1st, 2024 for proposed home and driveway addition at 75 Lakeland Shores Rd N within the MSCWMO boundaries and the City of Lakeland Shores. The project involves a building addition and a new concrete parking pad adjacent to the structure/driveway. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves more than 500 square feet of new/reconstructed impervious in the St. Croix Riverway. The MSCWMO staff recommends approval with the following one condition:

1. A variance to the City of Lakeland Shores Riverway Shoreland and Bluffland ordinance is granted for exceeding the impervious surface coverage limit and more restrictive 50' bluffline setback.

MSCWMO review process information can be downloaded from www.mscwmo.org. Please contact me at 651-796-2227 or moldenburg-downing@mnwcd.org if you have any questions or comments regarding this correspondence.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Oldenburg-Downing".

Matt Oldenburg-Downing | Administrator
Middle St. Croix Watershed Management Organization



SLR PROJECT REVIEW CHECKLIST

MSCWMO Review ID: 25-005

Review Date: 7/2/2024

Project Name: Garelick Residence

Location: 75 Lakeland Shores Rd N, Lakeland Shores

Applicant: Rick Garelick

Purpose: Addition and driveway

Recommendation: Approval with one condition:

1. The MSCWMO bluffline setback (40') is satisfied but the City of Lakeland Shores has a more restrictive bluffline setback of 50'. The addition does not meet the 50' setback requirement and the existing structure is substandard. Additionally, the City's Riverway Shoreland/Bluffland total lot area impervious surface coverage limit of 20% is exceeded therefore a variance from the City's Riverway Shoreland/Bluffland ordinance will be required.

Submittal Items:

- A completed and signed project review application form and \$350 review fee.
- Grading plan showing grading limits, existing and proposed site contour elevations related to NAVD 1988 datum (preferred) or NGVD, 1929.
- Location of proposed and existing permanent structures.
- Ordinary High Water (OHW) elevations and location of all existing water bodies.
- Location of all bluff lines.
- Lowest floor elevations of structures built adjacent to stormwater management features and other water bodies must be a minimum of two feet above the regulator flood protection elevation.
- Delineation of existing wetlands, shoreland, ordinary high water levels, drain tiling, and floodplain areas.

NA Details of proposed buffer upslope of water resources including site and vegetation characteristics (when applicable).

- Location of the 100-year flood elevation, natural overflow elevation, and lowest floor elevations.
- Erosion and sediment control plan demonstrating locations, specifications, and details of the following items:
 - A. Erosion Prevention
 - i. Stabilize all exposed soil areas (including stockpiles) with temporary erosion control (seed and mulch or blanket) within 7 days after construction activities in the area have temporarily or permanently ceased.
 - ii. Identify location, type and quantity of temporary erosion prevention practices.
 - iii. Identify permanent vegetation.

B. Sediment Control

- i. Sediment control practices will be placed down-gradient before up-gradient land disturbing activities begin.
- ii. Identify the location, type and quantity of sediment control practices.
- iii. Vehicle tracking practices must be in place to minimize track out of sediment from the construction site. Streets must be cleaned if tracking practices are not adequate to prevent sediment from being tracked onto the street.

C. Inspections and Maintenance

- i. Applicant must inspect all erosion prevention and sediment control practices once every 7 days or after a ½” rain event to ensure integrity and effectiveness. All nonfunctional practices must be repaired, replaced or enhanced the next business day after discovery.
- ii. Plans shall include contact information including email and a phone number of the person responsible for inspection and compliance with erosion and sediment control.

D. Pollution Prevention

- i. Solid waste must be stored, collected and disposed of in accordance with state law.
- ii. Provide effective containment for all liquid and solid wastes generated by washout operations (concrete, stucco, paint, form release oils, curing compounds).
- iii. Hazardous materials that have potential to leach pollutants must be under cover to minimize contact with stormwater.

E. Final Stabilization

- i. For residential construction only, individual lots are considered final stabilized if the structures are finished and temporary erosion protection and down gradient sediment control has been completed.
- ii. Grading and landscape plans shall include soil tillage and soil bed preparation methods that are employed prior to landscape installation to a minimum depth of 8” and incorporate amendments to meet Minnesota State Stormwater Manual predevelopment soil type bulk densities.
 - 1. Observe minimum setbacks for areas within the dripline of existing trees, over utilities within 30 in of the surface, where compaction is required by design and inaccessible slopes.

Details of proposed structural stormwater practices (Meets Minnesota Stormwater Manual guidelines)

- A. Stormwater flows are diverted away from bluffs whenever feasible.
- B. Volume control facilities must drain down within 48 hours, as required by the MPCA NPDES Construction Stormwater Permit.
 - i. The period of inundation shall be calculated using the maximum water depth below the surface discharge elevation and the soil infiltration rate.
- C. The maximum water depth for volume control facilities is 1.5 feet.
- D. Planting plan identified vegetation suitable for the hydrology of the basin.
- E. Separation from seasonally saturated soils or bedrock is 3 feet or more for bioretention and infiltration practices.
- F. Volume control facilities meet the following setback requirements:

Setback	Minimum Distance (ft.)
Property line	10
Building foundation*	10
Private well	35

Public water supply well	50
Septic system tank/leach field	35

*Minimum with slopes directed away from the building

G. Volume control is provided for the first 1.1” inch of runoff for all impervious:

Volume Retention Required (cu. ft.)	Volume Retention Provided (cu. ft.)				
$1,378 \text{ sq. ft.} \times \frac{1.1 \text{ in}}{12 \text{ in/ft}} = 126 \text{ cu. ft.}$	<table border="0"> <tr> <td>BMP</td> <td>Volume</td> </tr> <tr> <td>BMP #1</td> <td>126 cu. ft.</td> </tr> </table>	BMP	Volume	BMP #1	126 cu. ft.
BMP	Volume				
BMP #1	126 cu. ft.				
Total Required Volume Retention = 126 cu. ft.	Total Provided Volume Retention = 126 cu. ft.				

H. Construction Standards

- i. To prevent soil compaction, the proposed volume control facility must be staked off and marked during construction to prevent heavy equipment and traffic from traveling over it.
- ii. Facilities may not be excavated within 2.0 feet of final grade until the contributing drainage area has been constructed and fully stabilized.
- iii. Facilities are in-place during construction activities, all sediment and runoff must be diverted away the facility, using practices such as pipe capping or diversions.
- iv. Facilities installation must occur in dry soil conditions. Excavation, soil placement and rapid stabilization of perimeter slopes must be accomplished prior to the next precipitation event.
- v. Excavation shall be performed by an excavator with a toothed bucket. Use excavator bucket to place materials. Construction equipment shall not be allowed into the basin.
- vi. Prior to the release of any remaining fee or security, the owner must provide documentation that constructed volume control facilities perform as designed.

I. Details

- i. Include a standard cross section of the infiltration device similar to those identified in the Minnesota Stormwater Manual (https://stormwater.pca.state.mn.us/index.php/Bioretenention_plan_and_section_drawings)
- ii. The cross section must detail the infiltration media used in the device. Typically, devices use Mix B as described in the Minnesota Stormwater Manual: A well-blended, homogenous mixture of 70 to 85 percent washed construction sand; and 15 to 30 percent MnDOT Grade 2 compost.



July 2, 2024

Michelle Elsner
City of Lakeland
690 Quinnell Ave N
PO Box 321
Lakeland, MN 55043

Dear Ms. Elsner,

The Middle St. Croix Watershed Management Organization (MSCWMO) received revised submittal items on July 1st, 2024 for proposed home and driveway addition at 1411 Old Toll Bridge Road within the MSCWMO boundaries and the City of Lakeland. The project involves a new detached garage and a new/expanded driveway surface. The proposed project qualifies for full review under the MSCWMO 2015 Watershed Management Plan (WMP) since it involves more than 500 square feet of new/reconstructed impervious in the St. Croix Riverway. The MSCWMO staff recommends approval with the following three conditions:

1. Add 100-year flood elevation (692) to site plan.
2. Add erosion prevention, sediment control, inspection/maintenance, and pollution prevention narrative to site plan (see highlighted items).
3. Correct contour labels to meet maximum volume control depth of 1.5' and add cross section detail and construction standard narrative to site plan (see highlighted items).

MSCWMO review process information can be downloaded from www.mscwmo.org. Please contact me at 651-796-2227 or moldenburg-downing@mnwcd.org if you have any questions or comments regarding this correspondence.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Oldenburg-Downing".

Matt Oldenburg-Downing | Administrator
Middle St. Croix Watershed Management Organization



SLR PROJECT REVIEW CHECKLIST

MSCWMO Review ID: 23-023

Review Date: 7/2/2024

Project Name: Ruff Detached Garage

Location: 1411 Old Toll Bridge Rd, Lakeland

Applicant: Jason Ruff

Purpose: Construct a new detached garage

Recommendation: Approval with three conditions:

1. Add 100-year flood elevation (692) to site plan.
2. Add erosion prevention, sediment control, inspection/maintenance, and pollution prevention narrative to site plan (see highlighted items).
3. Correct contour labels to meet maximum volume control depth of 1.5' and add cross section detail and construction standard narrative to site plan (see highlighted items).

Submittal Items:

- A completed and signed project review application form and \$350 review fee.
- Grading plan showing grading limits, existing and proposed site contour elevations related to NAVD 1988 datum (preferred) or NGVD, 1929.
- Location of proposed and existing permanent structures.
- Ordinary High Water (OHW) elevations and location of all existing water bodies.
- Location of all bluff lines.
- Lowest floor elevations of structures built adjacent to stormwater management features and other water bodies must be a minimum of two feet above the regulator flood protection elevation.
- Delineation of existing wetlands, shoreland, ordinary high water levels, drain tiling, and floodplain areas.

NA Details of proposed buffer upslope of water resources including site and vegetation characteristics (when applicable).

- Location of the 100-year flood elevation, natural overflow elevation, and lowest floor elevations.
- Erosion and sediment control plan demonstrating locations, specifications, and details of the following items:
 - A. Erosion Prevention
 - i. Stabilize all exposed soil areas (including stockpiles) with temporary erosion control (seed and mulch or blanket) within 7 days after construction activities in the area have temporarily or permanently ceased.
 - ii. Identify location, type and quantity of temporary erosion prevention practices.
 - iii. Identify permanent vegetation.
 - B. Sediment Control
 - i. Sediment control practices will be placed down-gradient before up-gradient land disturbing activities begin.

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- ii. Identify the location, type and quantity of sediment control practices.
- iii. Vehicle tracking practices must be in place to minimize track out of sediment from the construction site. Streets must be cleaned if tracking practices are not adequate to prevent sediment from being tracked onto the street.

C. Inspections and Maintenance

- i. Applicant must inspect all erosion prevention and sediment control practices once every 7 days or after a ½" rain event to ensure integrity and effectiveness. All nonfunctional practices must be repaired, replaced or enhanced the next business day after discovery.
- ii. Plans shall include contact information including email and a phone number of the person responsible for inspection and compliance with erosion and sediment control.

D. Pollution Prevention

- i. Solid waste must be stored, collected and disposed of in accordance with state law.
- ii. Provide effective containment for all liquid and solid wastes generated by washout operations (concrete, stucco, paint, form release oils, curing compounds).
- iii. Hazardous materials that have potential to leach pollutants must be under cover to minimize contact with stormwater.

E. Final Stabilization

- i. For residential construction only, individual lots are considered final stabilized if the structures are finished and temporary erosion protection and down gradient sediment control has been completed.
- ii. Grading and landscape plans shall include soil tillage and soil bed preparation methods that are employed prior to landscape installation to a minimum depth of 8" and incorporate amendments to meet Minnesota State Stormwater Manual predevelopment soil type bulk densities.
 - 1. Observe minimum setbacks for areas within the dripline of existing trees, over utilities within 30 in of the surface, where compaction is required by design and inaccessible slopes.

Details of proposed structural stormwater practices (Meets Minnesota Stormwater Manual guidelines)

- A. Stormwater flows are diverted away from bluffs whenever feasible.
- B. Volume control facilities must drain down within 48 hours, as required by the MPCA NPDES Construction Stormwater Permit.
 - i. The period of inundation shall be calculated using the maximum water depth below the surface discharge elevation and the soil infiltration rate.
- C. The maximum water depth for volume control facilities is 1.5 feet. Correct contour labels on the grading plan. The middle contour should be 751 and bottom contour should be 750.5 to satisfy the maximum water depth of 1.5 feet.
- D. Planting plan identified vegetation suitable for the hydrology of the basin.
- E. Separation from seasonally saturated soils or bedrock is 3 feet or more for bioretention and infiltration practices.
- F. Volume control facilities meet the following setback requirements:

Setback	Minimum Distance (ft.)
Property line	10
Building foundation*	10
Private well	35
Public water supply well	50

Septic system tank/leach field	35
--------------------------------	----

*Minimum with slopes directed away from the building

G. Volume control is provided for the first 1.1” inch of runoff for all impervious:

Volume Retention Required (cu. ft.)	Volume Retention Provided (cu. ft.)				
$2544 \text{ sq. ft.} \times \frac{1.1 \text{ in}}{12 \text{ in/ft}} = 233 \text{ cu. ft.}$	<table border="0"> <tr> <td>BMP</td> <td>Volume</td> </tr> <tr> <td>BMP #1</td> <td>275 cu. ft.</td> </tr> </table>	BMP	Volume	BMP #1	275 cu. ft.
BMP	Volume				
BMP #1	275 cu. ft.				
Total Required Volume Retention = 233 cu. ft.	Total Provided Volume Retention = 275 cu. ft.				

H. Construction Standards

- i. To prevent soil compaction, the proposed volume control facility must be staked off and marked during construction to prevent heavy equipment and traffic from traveling over it.
- ii. Facilities may not be excavated within 2.0 feet of final grade until the contributing drainage area has been constructed and fully stabilized.
- iii. Facilities are in-place during construction activities, all sediment and runoff must be diverted away the facility, using practices such as pipe capping or diversions.
- iv. Facilities installation must occur in dry soil conditions. Excavation, soil placement and rapid stabilization of perimeter slopes must be accomplished prior to the next precipitation event.
- v. Excavation shall be performed by an excavator with a toothed bucket. Use excavator bucket to place materials. Construction equipment shall not be allowed into the basin.
- vi. Prior to the release of any remaining fee or security, the owner must provide documentation that constructed volume control facilities perform as designed.

I. Details

- i. Include a standard cross section of the infiltration device similar to those identified in the Minnesota Stormwater Manual (https://stormwater.pca.state.mn.us/index.php/Bioretention_plan_and_section_drawings)
- ii. The cross section must detail the infiltration media used in the device. Typically, devices use Mix B as described in the Minnesota Stormwater Manual: A well-blended, homogenous mixture of 70 to 85 percent washed construction sand; and 15 to 30 percent MnDOT Grade 2 compost.



Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Inspector Name: Aaron DeRusha **Inspection Date:** 06/18/2024

Project Name: 1699 Rivercrest- Beske **Project Address:** 1699 Rivercrest Rd N

Site is within one mile of and discharges to an impaired or special water?

Yes No

Inspection Type: Pre-construction Routine Rainfall Post-construction

Overall Site Grade:

<input type="checkbox"/> A	The site is in full compliance . All practices are in place and the site is well maintained.
<input checked="" type="checkbox"/> B	The site is in compliance , but normal maintenance activities are required.
<input type="checkbox"/> C	The site is not in compliance . Maintenance or supplemental practices are required.
<input type="checkbox"/> D	The site is not in compliance . Erosion and sediment control practices are in poor condition and controllable water resources or off-site impacts are likely.
<input type="checkbox"/> F	The site is in severe non-compliance . Controllable water quality or off-site impacts have occurred. Enforcement proceedings will be initiated unless immediate corrective actions are taken.

Corrective Action(s) Required:

1. Soils recently graded, within 7 days, but should be covered asap due to proximity to bluffline.
2. Repair erosion on slopes

General Comments or Potential Areas of Future Concern:

Contractor has not been able to install gutters for roof runoff management. As a result, recent small sediment discharge over silt fence and bluffline, captured by lower silt fence. Stabilize eroded sediments in place with permanent seed mix. Discussed adding additional silt fence, straw mulch soil cover, and slope tracking with skidsteer tonight before storm to prevent additional discharges. Proactive measures to enhance erosion controls were taken before inspection. Discussed overflow direction of rain garden down driveway trail to the south, or east along the north edge of the house. Will follow up on this item.

Were any discharges observed during this inspection? No Yes

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

	Compliant	Non-compliant	Under Review	Not Inspected
Erosion Prevention Requirements:				
Soils are stabilized where no construction activity has occurred for 14 days (including stockpiles)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disturbance of steep slopes has been minimized or stabilization practices designed for steep slopes are used	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Ditches/swales are stabilized 200' back from point of discharge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pipe outlets have energy dissipation (within 24 hours of connection)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Construction phasing in accordance with the approved plan is being followed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Areas not to be disturbed are marked off (flags, signs, ect.)	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Sediment Control Requirements:				
Perimeter sediment controls are installed properly on all down gradient perimeters	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Appropriate BMPs are installed protecting inlets, catch basins, and culvert inlets	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Erodible stockpiles have perimeter control in place	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Temporary sediment basin is built as shown on approved construction plans	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Soil compaction is minimized where applicable	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Maintenance and Inspection Requirements:				
Previously stabilized areas are maintaining ground cover	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Perimeter controls are maintained and functioning properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Inlet protection devices are maintained and adequately protecting inlets	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Temporary sediment basins are being maintained and properly functioning	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Vehicle tracking BMPs are in place at site exits and are maintained/functioning properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Tracked sediment is being removed within 24 hours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surface waters, ditches, conveyances, and discharge points have been inspected	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Other Requirements:				
Pollution prevention management measures for solid waste, hazardous materials, concrete and truck washing are in place	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
If dewatering is occurring, BMPs are being used to ensure clean water is leaving the site and discharge is not causing erosion	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
If being utilized, infiltration/filtration systems are marked and protected from compaction and sediment	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
If required buffers are preserved around all streams, rivers, lakes, and wetlands during construction	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
If required, buffer monumentation has been installed	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Images of non-compliant items, concerns, or general conditions:

Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Erosion & Sediment Control Compliance Summary & Corrective Action Notice





Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Inspector Name: Aaron DeRusha **Inspection Date:** 06/18/2024

Project Name: Barn Project **Project Address:** 2269 River Road South

Site is within one mile of and discharges to an impaired or special water?

Yes No

Inspection Type: Pre-construction Routine Rainfall Post-construction

Overall Site Grade:

<input type="checkbox"/> A	The site is in full compliance . All practices are in place and the site is well maintained.
<input checked="" type="checkbox"/> B	The site is in compliance , but normal maintenance activities are required.
<input type="checkbox"/> C	The site is not in compliance . Maintenance or supplemental practices are required.
<input type="checkbox"/> D	The site is not in compliance . Erosion and sediment control practices are in poor condition and controllable water resources or off-site impacts are likely.
<input type="checkbox"/> F	The site is in severe non-compliance . Controllable water quality or off-site impacts have occurred. Enforcement proceedings will be initiated unless immediate corrective actions are taken.

Corrective Action(s) Required:

1. Stabilize exposed soils with oats, rye, winter wheat, or other temporary measures until rain garden can be completed.

General Comments or Potential Areas of Future Concern:

Exposed soils should receive temporary stabilization. Berm being used on north side of building to carry water west toward rain garden is likely inadequate, discussed using tile tube to direct to basin. Discussed plantings such as bluestem for side slopes. Rain garden currently exceeds sizing minimums and will be backfilled for final construction.

Were any discharges observed during this inspection? No Yes

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

	Compliant	Non-compliant	Under Review	Not Inspected
Erosion Prevention Requirements:				
Soils are stabilized where no construction activity has occurred for 14 days (including stockpiles)	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disturbance of steep slopes has been minimized or stabilization practices designed for steep slopes are used	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Ditches/swales are stabilized 200' back from point of discharge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pipe outlets have energy dissipation (within 24 hours of connection)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Construction phasing in accordance with the approved plan is being followed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Areas not to be disturbed are marked off (flags, signs, ect.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sediment Control Requirements:				
Perimeter sediment controls are installed properly on all down gradient perimeters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate BMPs are installed protecting inlets, catch basins, and culvert inlets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Erodible stockpiles have perimeter control in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Temporary sediment basin is built as shown on approved construction plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Soil compaction is minimized where applicable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintenance and Inspection Requirements:				
Previously stabilized areas are maintaining ground cover	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Perimeter controls are maintained and functioning properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inlet protection devices are maintained and adequately protecting inlets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Temporary sediment basins are being maintained and properly functioning	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Vehicle tracking BMPs are in place at site exits and are maintained/functioning properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tracked sediment is being removed within 24 hours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surface waters, ditches, conveyances, and discharge points have been inspected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Requirements:				
Pollution prevention management measures for solid waste, hazardous materials, concrete and truck washing are in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If dewatering is occurring, BMPs are being used to ensure clean water is leaving the site and discharge is not causing erosion	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If being utilized, infiltration/filtration systems are marked and protected from compaction and sediment	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
If required buffers are preserved around all streams, rivers, lakes, and wetlands during construction	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
If required, buffer monumentation has been installed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Images of non-compliant items, concerns, or general conditions:

Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Erosion & Sediment Control Compliance Summary & Corrective Action Notice





Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Inspector Name: Aaron DeRusha **Inspection Date:** 06/18/2024

Project Name: Baylon Residence **Project Address:** 165 Lakeland Shores Rd

Site is within one mile of and discharges to an impaired or special water?

Yes No

Inspection Type: Pre-construction Routine Rainfall Post-construction

Overall Site Grade:

<input type="checkbox"/> A	The site is in full compliance . All practices are in place and the site is well maintained.
<input type="checkbox"/> B	The site is in compliance , but normal maintenance activities are required.
<input checked="" type="checkbox"/> C	The site is not in compliance . Maintenance or supplemental practices are required.
<input type="checkbox"/> D	The site is not in compliance . Erosion and sediment control practices are in poor condition and controllable water resources or off-site impacts are likely.
<input type="checkbox"/> F	The site is in severe non-compliance . Controllable water quality or off-site impacts have occurred. Enforcement proceedings will be initiated unless immediate corrective actions are taken.

Corrective Action(s) Required:

1. Stockpiles at the end of the driveway must have temporary cover and perimeter control, such as biologs.

General Comments or Potential Areas of Future Concern:

Perimeter controls are in good shape, but stockpiles near the road must be protected. Please notify when stormwater treatment features will be installed.

Were any discharges observed during this inspection? No Yes

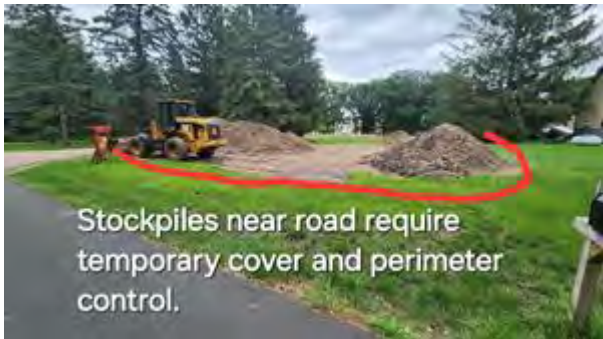
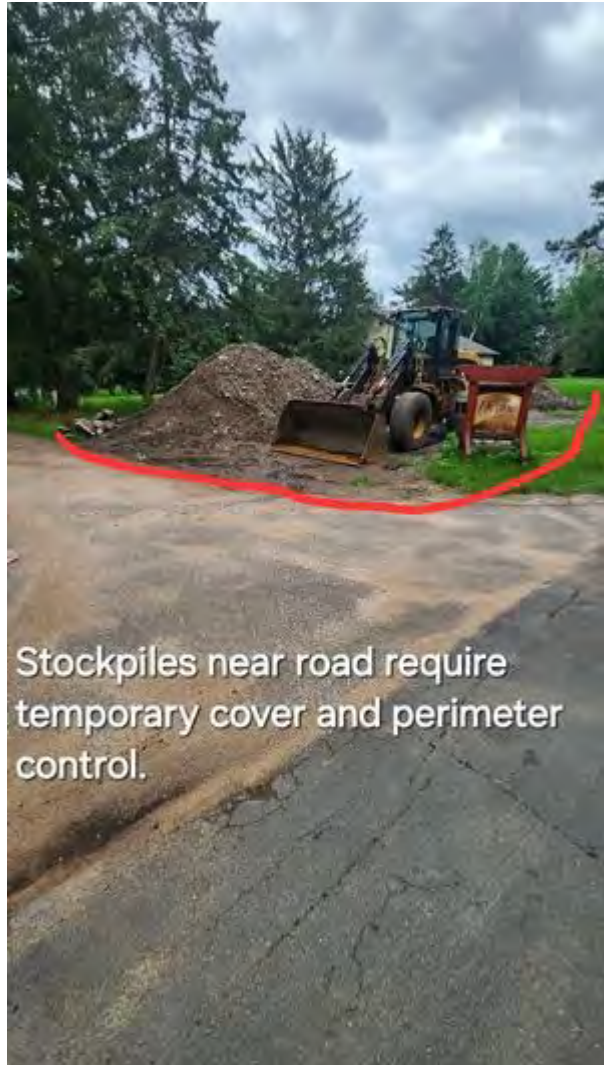
Erosion & Sediment Control Compliance Summary & Corrective Action Notice

	Compliant	Non-compliant	Under Review	Not Inspected
Erosion Prevention Requirements:				
Soils are stabilized where no construction activity has occurred for 14 days (including stockpiles)	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Disturbance of steep slopes has been minimized or stabilization practices designed for steep slopes are used	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Ditches/swales are stabilized 200' back from point of discharge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Pipe outlets have energy dissipation (within 24 hours of connection)	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Construction phasing in accordance with the approved plan is being followed	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Areas not to be disturbed are marked off (flags, signs, ect.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Sediment Control Requirements:				
Perimeter sediment controls are installed properly on all down gradient perimeters	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Appropriate BMPs are installed protecting inlets, catch basins, and culvert inlets	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Erodible stockpiles have perimeter control in place	<input type="checkbox"/>	<input checked="" type="checkbox"/>		<input type="checkbox"/>
Temporary sediment basin is built as shown on approved construction plans	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Soil compaction is minimized where applicable	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Maintenance and Inspection Requirements:				
Previously stabilized areas are maintaining ground cover	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
Perimeter controls are maintained and functioning properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Inlet protection devices are maintained and adequately protecting inlets	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
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Vehicle tracking BMPs are in place at site exits and are maintained/functioning properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Tracked sediment is being removed within 24 hours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surface waters, ditches, conveyances, and discharge points have been inspected	<input checked="" type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>
Other Requirements:				
Pollution prevention management measures for solid waste, hazardous materials, concrete and truck washing are in place	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
If dewatering is occurring, BMPs are being used to ensure clean water is leaving the site and discharge is not causing erosion	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
If being utilized, infiltration/filtration systems are marked and protected from compaction and sediment	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
If required buffers are preserved around all streams, rivers, lakes, and wetlands during construction	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>
If required, buffer monumentation has been installed	<input type="checkbox"/>	<input type="checkbox"/>		<input checked="" type="checkbox"/>

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Images of non-compliant items, concerns, or general conditions:

Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Erosion & Sediment Control Compliance Summary & Corrective Action Notice



MIDDLE ST. CROIX WATERSHED MANAGEMENT

455 Hayward Avenue, Oakdale, MN 55128
Phone 651.330.8220 x22 fax 651.330.7747 www.mscwmo.org



Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Inspector Name: Aaron DeRusha **Inspection Date:** 06/18/2024

Project Name: Kleinart Residence **Project Address:** 1935 Quant Ave N

Site is within one mile of and discharges to an impaired or special water?

Yes No

Inspection Type: Pre-construction Routine Rainfall Post-construction

Overall Site Grade:

<input checked="" type="checkbox"/> A	The site is in full compliance . All practices are in place and the site is well maintained.
<input type="checkbox"/> B	The site is in compliance , but normal maintenance activities are required.
<input type="checkbox"/> C	The site is not in compliance . Maintenance or supplemental practices are required.
<input type="checkbox"/> D	The site is not in compliance . Erosion and sediment control practices are in poor condition and controllable water resources or off-site impacts are likely.
<input type="checkbox"/> F	The site is in severe non-compliance . Controllable water quality or off-site impacts have occurred. Enforcement proceedings will be initiated unless immediate corrective actions are taken.

Corrective Action(s) Required:

General Comments or Potential Areas of Future Concern:

Erosion controls on bluffline are in good shape. Seed germinating on remaining exposed soils, and sod coming for around house. Rain garden exceeds minimum size at approx 700 sf, water directed to basin via tile tube. No standing water in basin after recent rains, functioning well.

Were any discharges observed during this inspection? No Yes

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

	Compliant	Non-compliant	Under Review	Not Inspected
Erosion Prevention Requirements:				
Soils are stabilized where no construction activity has occurred for 14 days (including stockpiles)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Disturbance of steep slopes has been minimized or stabilization practices designed for steep slopes are used	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
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Areas not to be disturbed are marked off (flags, signs, ect.)	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sediment Control Requirements:				
Perimeter sediment controls are installed properly on all down gradient perimeters	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Appropriate BMPs are installed protecting inlets, catch basins, and culvert inlets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Erodible stockpiles have perimeter control in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Temporary sediment basin is built as shown on approved construction plans	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
Soil compaction is minimized where applicable	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maintenance and Inspection Requirements:				
Previously stabilized areas are maintaining ground cover	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Perimeter controls are maintained and functioning properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Inlet protection devices are maintained and adequately protecting inlets	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Vehicle tracking BMPs are in place at site exits and are maintained/functioning properly	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Tracked sediment is being removed within 24 hours	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Surface waters, ditches, conveyances, and discharge points have been inspected	<input checked="" type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Other Requirements:				
Pollution prevention management measures for solid waste, hazardous materials, concrete and truck washing are in place	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Images of non-compliant items, concerns, or general conditions:

Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Water is directed to rain garden via tile tube. Rain garden sized appropriately at approx 700 square feet, exceeding minimum requirement.



Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Inspector Name: Aaron DeRusha **Inspection Date:** 06/18/2024

Project Name: Whitney Garage Addition Project **Project Address:** 2767 Itasca Avenue S

Site is within one mile of and discharges to an impaired or special water?

Yes No

Inspection Type: Pre-construction Routine Rainfall Post-construction

Overall Site Grade:

<input checked="" type="checkbox"/> A	The site is in full compliance . All practices are in place and the site is well maintained.
<input type="checkbox"/> B	The site is in compliance , but normal maintenance activities are required.
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<input type="checkbox"/> F	The site is in severe non-compliance . Controllable water quality or off-site impacts have occurred. Enforcement proceedings will be initiated unless immediate corrective actions are taken.

Corrective Action(s) Required:

General Comments or Potential Areas of Future Concern:

Garage is complete and smaller than indicated on plan set. Water is directed to depression south of the garage via overland flow. Will need to confirm the quarter foot of storage in this area with no additional grading. New impervious from the driveway may also need to be captured in the swale north of the house via berming. Will schedule visit with laser level to confirm stormwater storage.

Were any discharges observed during this inspection? No Yes

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

	Compliant	Non-compliant	Under Review	Not Inspected
Erosion Prevention Requirements:				
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Maintenance and Inspection Requirements:				
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Other Requirements:				
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If being utilized, infiltration/filtration systems are marked and protected from compaction and sediment	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>
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If required, buffer monumentation has been installed	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input checked="" type="checkbox"/>

Erosion & Sediment Control Compliance Summary & Corrective Action Notice

Images of non-compliant items, concerns, or general conditions:

Erosion & Sediment Control Compliance Summary & Corrective Action Notice



Roof downspout directed to
depressional area south of
house.



MIDDLE ST. CROIX WATERSHED MANAGEMENT ORGANIZATION

455 HAYWARD AVENUE, OAKDALE, MINNESOTA 55082
Phone 651.796.2227 fax 651.330.7747 www.mscwmo.org



Staff Report- May/June 2024

Administration

- Prepared July meeting materials
- Participated in Lower St. Croix Partnership meetings
- Finalized 2023 Financial Audit
- Coordination with Partners for Review and Planning
- Coordinated WMP Update Process

Project Reviews

- Mister Car Wash – **ACTION**
- Garelick Addition – **ACTION**
- Ruff Garage Addition – **ACTION**

10-Year Management Plan Update

Description: The Board of Water and Soil Resources (BWSR) requires watersheds to have a management plan and MSCWMO's current management plan expires in 2025, as such a management plan update is underway. This plan will meet BWSR's various requirements and is on track to be completed by the end of 2025.

Activities This Month: Task 1 - stakeholder engagement portion of the plan is complete pending another TAC meeting being held. The community survey closed and received sixty-six responses. Task – 2 Implementation, Prioritization, and Actions is in progress. An inventory and assessment of existing BMPs and mapping of MSCWMO's features has been completed and is being compiled into a report for an appendix of the plan. Preliminary ideas and concept for capital improvement projects have been drafted. MSCWMO performance standards have been reviewed and preliminary suggested revisions have been presented to the Administrator. Task 3 – Plan Composition is underway with drafting of the management plan started. All require figures and tables completed, as well as the introduction and inventory and assessment of resources.

Staff: Rebecca Oldenburg-Downing, WCD

Lake St. Croix Small Communities Phosphorus Reduction Grant – PHASE II

Description: \$158,000 grant for stormwater quality improvement south of Bayport (2021-2023). Implement practices in the LSCD South SWA area to achieve a load reduction of up to 7lbs of TP/yr.

Activities This Month: Final planting of the Lakeland Beach project will be completed once flood waters come down and any damage is assessed.

Staff: Brett Stolpestad - WCD; Matt Oldenburg-Downing - MSCWMO

Water Monitoring Program

Description: The MSCWMO water monitoring program includes the monitoring of flow at three sites. These sites have that equipment serves to collect data on the total volume of

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water flowing into Lily Lake at the Greeley Street Inlet, through Perro Creek at the Diversion Structure, as well as, the Perro Creek Diversion Structure Overflow. Water quality is also collected at the Greeley Street Inlet and the Perro Creek Diversion Structure on a monthly basis, as well as during storm events.

Additionally, the MSCWMO monitors two lakes, Lily and McKusick for several parameters from April-October. Data is collected on both lakes on a biweekly basis and includes: water level, clarity, pH, temperature and dissolved oxygen profiles, an aesthetics and user profile, and field conditions. Additionally, water quality samples are collected from the surface of the lakes and analyzed for total phosphorus, total Kjeldahl nitrogen, and chlorophyll.

Activities This Month: Equipment has been deployed to monitor the Perro Diversion and Perro Diversion Overflow sites. Two base grabs and two storm samples have been collected at Perro Creek Diversion Structure. Lake monitoring has begun with the five samples having been collected on Lily and McKusick. Lake elevation gages have been set and surveyed in Lily and McKusick Lakes, and Brick Pond to be read by a citizen volunteer. The macrophyte surveys on Lily and McKusick are complete, compiling results from these surveys is underway.

Staff: Rebecca Oldenburg-Downing, WCD

Erosion and Sediment Control Inspections

Description: The MSCWMO has contracted with the WCD to conduct erosion and sediment control inspections for construction projects that have been reviewed and recommended for permit approval by partner communities. The WCD also maintains an ArcGIS Online based database for project plan review tracking, erosion control inspection, and BMP implementation and maintenance activities.

Activities This Month: Erosion control inspections were conducted at the 1699 Rivercrest- Beske, 2269 River Rd- Quinn Barn, 165 Lakeland Shores Rd- Baylon, 1935 Quant- Kleinart, and 2767 Itasca Ave- Whitney Garage projects. A minor sediment discharge due to overwhelming of the silt fence was found at the Beske project. Routine maintenance and additional soil cover were recommended. Direction of the overflow of the proposed rain garden was also discussed. Additional perimeter controls near the roadway were needed at the Baylon project. The Quinn, Whitney, and Kleinart projects are near completion with verification of stormwater treatment or final vegetation the only remaining items.

Staff: Aaron DeRusha, WCD

BMP Maintenance

Description: The MSCWMO has a maintenance obligation for its Capital Improvement Projects and projects funded by Clean Water Fund grants. The MSCWMO partners with the Washington Conservation District to fulfill this maintenance requirement.

Activities this month: Inlet cleanout at SCC, Lily, OPH area D, and Ozark, and vegetative maintenance at SCC and Ozark. Planting preparation, mulching, and planting the Nena Ct garden.

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Staff: Cameron Blake, WCD

Small Scale Habitat & Water Quality Enhancement Projects

Description: The WCD has applied for Conservation Corps crew time on behalf of the WMO under FY24 Clean Water Funding to continue small-scale habitat and water quality enhancement projects in throughout the District. Identified projects included a vegetative buffer enhancement along Perro Creek in Bayport, support for a 215-foot buffer expansion between Riviera Avenue S and the St. Croix River in Lake St. Croix Beach under the WCD FY23 Habitat Enhancement Landscape Pilot (HELP) Grant, and continued support for private shoreline enhancement.

Activities This Month: CCM crew time has been awarded. Work will commence in July to restore buffer areas along the St. Croix in Lake St. Croix Beach and to stabilize eroding shoreline on Lake McKusick.

Staff: Brett Stolpestad, WCD

Meetings

- WMP Update O&M and Performance Standards – June 3rd
- 1st and Saint Croix Trail Pre-app – June 13th
- WCD Coordination Meeting – June 13th
- WMP Update BMP Inventory and Assessment Meeting – June 18th
- 2023 Audit Changes– June 20th
- 2139 Riviera Pre-app– June 20th
- LSC Steering Team – June 26th