



Sunrise River WMO

2241 – 221st Ave
Cedar, MN 55011

REQUESTS FOR 2010 PLAN OF WORK BIDS

TASK	Fee per site	Estimated SRWMO Cost
Assistance Preparing 2009 Annual Report to BWSR and municipal officials (report format will be updated so it is an effective tool to communicate WMO accomplishments to city councils)	NA	
Review Municipal Local Water Plans for consistency with the new SRWMO Plan Most will be ready to review in 2011, but a few may be in 2010 (deadline is 2 yrs after new WMO Plan is adopted)		(to be invoiced separately as work is completed)
Develop Member Community Annual Report Template	NA	
Lake Levels Monitoring Coon Lake (volunteers already available) Linwood Lake (volunteers already available) Martin Lake (volunteers already available) Fawn Lake (volunteers already available) Typo Lake		
LAKE WATER QUALITY MONITORING Coon Lake northeast basin Coon Lake southwest basin Fawn Lake	Fawn Lake Coon Lake two locations	
Stream Hydrology Monitoring West Branch of Sunrise River at Hwy 77 South Branch of Sunrise River		
Groundwater Elevation Monitoring Three reference wetland sites		
Cost Share for Water Quality Improvement Projects		
Typo and Martin Lakes Water Quality Improvement Projects		
TOTAL		



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Descriptions of each task are below

DESCRIPTIONS OF 2010 PLAN OF WORK ACTIVITIES

Assistance Preparing 2009 Annual Plan to BWSR and Municipal Officials

The assist the SRWMO in preparing their annual report to the MN Board of Water and Soil Resources (BWSR), consistent with Minnesota Rules Chapter 8410.0150. In the past, this report has served this sole purpose. In 2010 will update the format of the report so it not only meets BWSR reporting requirements but also will be an effective tool for reporting WMO accomplishments to member city councils. The goal is to allow the city councils to better understand the SRWMO's work.

Fees should cover the costs of:

- compiling the report,
- gathering some data from member communities,
- formatting,
- color printing,
- binding,
- pre-addressed postage-paid envelope to BWSR,
- drafting cover letters, and
- posting a pdf version of the report on the SRWMO website.

In order to facilitate the reporting, the SRWMO will:

- provide a 2009 SRWMO financial summary,
- distribute the report to city councils and town boards, and
- mail the report to BWSR.

According to Minnesota Rules Chapter 8410.0150, the final report is due to BWSR within 120 days of the end of the WMO's fiscal year (Dec. 31), making the deadline **April 30**. A draft will be submitted to the SRWMO chair for review no later than **April 13**, who will forward to other members for review and comment. The bid should allow for doing up to one round of revisions if requested by the Chair. It will be the Chair's responsibility to mail the report to BWSR.

Report distribution will include:

8	SRWMO Board members
1	SRWMO Recording Secretary files
5	Linwood Town Board
5	Columbus City Council
5	East Bethel City Council
5	Ham Lake City Council
1	Minnesota Board of Water and Soil Resources
30	TOTAL

Review Municipal Local Water Plans for consistency with the new SRWMO Plan

Member municipalities must update their Local Water Management Plans and ordinances within 2 years of the adoption of the new SRWMO Plan (MN Rules 8410.0130 and 84100160). All must be consistent with the SRWMO Plan. The SRWMO has approval authority over the Local Water Management Plans. Once a city submits their



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updated Local Water Management Plan to the WMO for review, the WMO has 60 days to provide comments. The Metropolitan Council has a simultaneous 45-day review period, and the WMO's review of the Plan must include a review of Metropolitan Council's comments. The bid should include assisting the SRWMO by providing a technical review of Local Water Management Plans, as they are completed, and Metropolitan Council's comments on each.

The SRWMO Plan update process is likely to be completed in early 2010, therefore member municipalities will have until roughly 2010 and 2011 to complete their required updates. It's likely that most of these updates will not be ready for review until 2011, but the SRWMO needs to be prepared for any plans that are ready for review in 2010. Therefore, the SRWMO will include this work in its 2010 budget. Fees for work will be charged in the year that the work actually occurs.

Fees shall cover the cost of:

- Reviewing each of the four member municipalities' draft local water management plan, and any relevant ordinances, for consistency with the SRWMO Plan.
- Writing the comments in the form of a letter to the municipality and presenting it to the SRWMO Board.
- Sending the comments to the municipality when authorized by the SRWMO Board.
- Do all of the above within the 60 day comment period allowed by law.

The SRWMO will:

- Forward any draft local plans received immediately, or direct municipalities to send draft plans directly to the contractor.
- Meet to review contracting firm's proposed comments. A special meeting may be required due to the 60-day comment period deadline.

Invoicing and payment will be made in the year that the work actually occurs, which may be 2010, 2011, or 2012 (or a combination).

Develop Member Community Annual Report Template

The SRWMO wishes to enhance communication between the WMO and member communities. This is in-part because the SRWMO passes certain tasks in their Watershed Management Plan down to the member municipalities as a way of avoiding duplication, enhancing efficiency, and allowing the municipalities the greatest latitude to accomplish work the way they feel is best. One example is that the cities are best suited to maintain storm water infrastructure, which is important for water quality and flooding, and the WMO provides minimum requirements. Progress on this type of work must be included in the SRWMO's annual reports to the State, so the SRMWO needs to gather and update annually from the municipalities.

The SRMWO will create a reporting template that will allow the municipalities to quickly and easily report on work done that is required by the SRWMO Plan. Contractor will facilitate this process by creating the template.

Lake Level Monitoring

The SRWMO supports the continuation of monitoring of lake levels in the watershed. Lake level data assists with resolving water level disputes, determining flood elevations, groundwater to surface water recharge relationships, surficial groundwater fluctuations, flows and trends, and local zoning (such as floodplain and shoreland).



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Readings will be taken by volunteers weekly during ice-out conditions. The lakes selected for lake level monitoring by volunteers are Coon Lake, Linwood Lake, Martin Lake, Fawn Lake, and Typo Lake. The fee to coordinate volunteer lake level monitoring should cover the costs of:

- having the lake gauges installed and surveyed,
- coordinating the volunteers, such as by providing equipment and datasheets,
- troubleshooting problems such as moving gauges in low or high water conditions, and
- receiving the data, checking its quality, and submitting it to state databases.

It is understood that volunteer monitoring carries an inherent risk that the volunteer will be unreliable. Poor performance by a volunteer does not justify a downward adjustment in fees. Volunteers will need to be sought for Typo Lake, the other lakes have volunteers in place.

All data collected will be made publicly available through the MN DNR website.

Lake Water Quality Monitoring

Coon and Fawn Lakes will be monitored every other week from May through September for a total of 10 occasions. This maintains the SRWMO's schedule of monitoring each lake every other year. The water will be tested for total phosphorus, chlorophyll-a, dissolved oxygen, turbidity, temperature, conductivity, pH, salinity and transparency. Reporting will include a summary of the current year's monitoring, a multi-year trend analysis, and a discussion.

Stream Hydrology Monitoring

Install and maintain WL40 electronic water level monitoring devices on the West Branch of the Sunrise River at County Road 77 (Anoka-Chisago County Line) and on the South Branch of the Sunrise River. These are being done as a contribution to a multi-agency study of the entire Sunrise River watershed that is coordinated by the US Army Corps of Engineers. At each monitored site water levels will be recorded every four hours. Install, survey, and maintain the equipment. Periodically download the data and process it into a usable format.

Groundwater Elevation Monitoring

The SRWMO supports continued monitoring of shallow groundwater levels at the boundaries of three wetlands in the watershed. These data are used by the individuals involved in the wetland regulatory process to understand local wetland hydrologies, ultimately resulting in accurate regulatory decisions. For example, these reference wetlands provide a measurement of water levels in many wetlands, how those water levels compare to other years and other months, and ultimately help determine if a controversial area is or is not a wetland. Fees should include installing and manage WL40 electronic monitoring wells at three wetlands, each of which is a long-term monitoring site. Fees should cover the costs of equipment, installation, periodic downloading, data management, and reporting. The Groundwater elevation monitoring is part of the Anoka Conservation District's larger reference wetland monitoring program and the contractor should coordinate their methods with them and share their data with them in a timely manner.

Typo and Martin Lakes Water Quality Improvement Projects

Prepare grant applications through the State Clean Water Legacy Grants program to be used to cover the cost of water quality improvements resulting from the TMDL Impaired Water Study and Implementation Plan for Typo and Martin Lakes being completed in 2009. The SRWMO will budget funds to implement some of this work beginning in 2010.



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