

DESCRIPTIONS OF 2012 PLAN OF WORK ACTIVITIES

Administrator (on-call, limited) - Provide on-call administrative assistance to the SRWMO. Tasks shall be completed under the direction of the SRWMO Board and shall be limited to:

- assisting the SRWMO Board with day-to-day operational items,
- preparing an annual budget,
- preparing and overseeing the publication of public notices, including those seeking bids on work plan tasks every other year (this will not include publication fees),
- administering SRWMO cost share grants for water quality improvement projects, including providing consultations to landowners,
- serving as a contact for inquiries about the SRWMO and its programs from agencies and the public,
- annual reporting necessary to maintain membership in the Blue Thumb consortium,
- assisting with preparation of meeting agendas and distributing meeting materials,
- attending SRWMO Board meetings when requested, though not necessarily attending every meeting,
- others mutually agreed upon.

Annual Plan to BWSR and Member Communities - Assist the SRWMO in preparing their annual report to the MN Board of Water and Soil Resources (BWSR) and member communities. The report to be formatted and contain content consistent with Minnesota Rules Chapter 8410.0150. It will also contain additional project information and photos so it serves as 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.

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

In order to facilitate the reporting, the SRWMO will:

- provide an annual SRWMO financial summary including itemized expenditures, revenues and account balances,
- ensure that member communities complete their annual report to the SRWMO in a timely fashion, and provide same,
- provide an annual audit or equivalent, as required by the State, 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 report is to be submitted to the SRWMO chair for review no later than **April 13**, who will forward it to other members for review and comment, with one round of revisions provided, 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 up to TOTAL

Grant Search and Applications - Assist the SRWMO in (a) locating likely grant sources for planned work and (b) preparing grant applications. Given that the open period for grant applications varies widely, the grant opportunity search should occur throughout the year. The SRWMO Board may need to have special meetings to discuss applications, financial commitments, and partners.

In 2012, the grant search shall focus upon, but not be limited to, the following projects:

- Rough fish barriers for Martin and Typo Lake
- Martin Lake area stormwater retrofits
- Coon Lake stormwater assessment
- Aquatic plant education campaign

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 community submits their 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. Assist 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 began this work in 2010 and continued in 2011. The work will continue in 2012 if needed. The deadline for each community to update local water plans and ordinances for consistency with the SRWMO is June 3, 2012.

- 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.
- Meet to review proposed comments. A special meeting may be required due to the 60-day comment period deadline.

Lake Level Monitoring - Lake elevations will be monitored with volunteer assistance on major recreational lakes. 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).

Readings will be taken by volunteers weekly during ice-out conditions. The lakes selected for lake level monitoring by volunteers are Coon, Linwood, Martin, Fawn, and Typo Lakes. installing and surveying the lake gauges,

- 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.

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

Lake Water Quality Monitoring (professional) - Lakes in the SRWMO are monitored on a schedule established in the SRWMO Watershed Management Plan. Each lake will be monitored every other week from May through September for a total of 10 occasions. The water will be tested for total phosphorus, chlorophyll-a, dissolved oxygen, turbidity, temperature, conductivity, pH, salinity and transparency. Subjective ranking of recreational suitability and physical conditions will also be noted using the Metropolitan Council's ranking protocol. Reporting will include a summary of water quality throughout the year, a trend analysis, and recommendations. Data will be submitted to the MPCA's EQuIS database.

Stream Hydrology Monitoring - Water levels to be recorded every two hours at the outlets of the watershed (West and South Branches of Sunrise River) to keep watershed models up to date and to allow pollutant load calculations from water quality monitoring.

Stream Water Quality Monitoring - The SRWMO Watershed Management Plan calls for the two outlets of the watershed to be monitored every third year. The outlets include:

- West Branch of Sunrise River at Hwy 77
- South Branch of Sunrise River at Hornsby St

Both streams will be monitored simultaneously by grab samples on eight occasions during non-ice conditions (generally April-Oct). Four occasions will be following storms, generally larger storms of 1" or more in 24 hr or a similar combination of snowmelt and rain. The remaining four samples will be taken during baseflow conditions. A staff gauge will be installed and surveyed to sea level so water elevation during each sampling can be recorded. Parameters tested will include total phosphorus, total suspended solids, chlorides, sulfates, hardness, pH, conductivity, turbidity, salinity, temperature, dissolved oxygen, and water level. Reporting will include an analysis of water quality, graphs, and recommendations. Data will be submitted to the MPCA's EQuIS database.

Reference Wetland Monitoring - Reference wetlands are an Anoka Conservation District program where hydrology is monitored in ~18 wetlands county-wide. Data are used by wetland regulators to understand local wetland hydrologies, ultimately resulting in more accurate regulatory decisions. The SRWMO will support continued monitoring of three reference wetlands in the watershed.

Cost Share Grant Fund for Water Quality Improvement Projects - The SRWMO will provide cost share grants for projects in the SRWMO area that correct shoreline restorations, control erosion, or provide other water quality improvement or protection.

Coon Lake Area Stormwater Retrofits Assessment and Installation of Stormwater Retrofits for Water Quality - The purpose of this project is to treat untreated discharges of stormwater to Martin or Coon Lakes. Projects shall be those identified in Stormwater Assessments completed for each lake (Coon Lake assessment may or may not occur in 2011). These stormwater assessments identify opportunities to treat stormwater that would otherwise reach the lake with insufficient treatment. Those projects are analyzed for pollutant removal and cost, and ranked by cost effectiveness. The most cost effective projects are most favorable for installation.

The SRWMO's funding of \$10,000 will be used to install water quality projects identified in Stormwater Assessments for Coon or Martin Lake. SRWMO funds may be used for final design, engineering, labor, materials, coordination with property owners, project promotion, installation, or installation oversight.

The SRWMO will seek outside financial support for this work, particularly from the Lake Associations, and may not to install projects that are not financially supported by the affected neighborhoods or community.

Rough Fish Barriers Installation – Martin Lake and Typo Lake - Rough fish control will be beneficial to water quality in Martin Lake and Typo Lake. Barriers at lake inlets and outlets can (a) prevent fish from spawning outside the lakes, (b) reduce winter survival by preventing migrations out of areas where oxygen levels become low, and (c) increasing the effectiveness of commercial rough fish harvests by preventing recolonization of harvested areas. The barriers, and rough fish control efforts like harvests following barrier installation, are a high priority in the TMDL study for these waterbodies. To date, those supportive of the project and involved in planning have included the Anoka Conservation District (ACD), MN DNR, MN Pollution Control Agency, Sunrise River WMO, Martin Lakers Association, and Linwood Township.

In 2011 the ACD secured Non-point Engineering Assistance Program (NPEAP) funding for design of rough fish barriers at the outlet of Typo Lake, two inlets of Martin Lake, and outlet of Martin Lake. Designs were completed to the 80% level. Using these approaches, coordination of project installation shall begin in 2012, with likely installation in the same year. Funding contributed by the SRWMO may be used for:

- Legal consultations related to liability, ownership, construction, operation, and maintenance
- Final design and engineering
- Logistics and coordination among project partners, including those to determine structure ownership and maintenance responsibilities
- Necessary permits
- Construction
- Construction oversight
- Any insurance premiums associated with the first year of operation
- Maintenance or establishing a maintenance fund

The SRWMO strongly desires to secure outside funding for this project. The Martin Lakers Association and Typo Lake residents are critical partners. Grants shall be pursued using separate funding provided by the SRWMO.

Website - Maintain a SRWMO website. The SRWMO website needs to contain information about the SRWMO and results of SRWMO activities. This is the SRWMO's alternative to producing a state-mandated newsletter.

Lakeshore Landscaping Marketing - This task in the SRWMO Watershed Management Plan calls for:

“A marketing campaign will promote water quality projects such as lakeshore restorations, rain gardens, and others applicable to lakeshore properties. Efforts will include mailings, articles in local publications, workshops, presentations (such as at lake association meetings), and others. In 2013 the most work will occur including a workshop (\$2,000), demonstrations (\$1,000), and promotions (\$1,000). All years will have active work.

To facilitate this effort the SRWMO joined the Blue Thumb consortium in 2011 and continue membership in subsequent years. We will use already-prepared educational materials available through this consortium. Membership requires an annual contribution of \$1500 cash or 30 hours in-kind (strongly preferred). We will meet this 30 hour obligation by incorporating Blue Thumb into several of our work plan tasks, including lakeshore landscaping marketing campaign, aquatic plant education campaign, public officials tour, the SRWMO website, our annual education publication, stormwater retrofits, some Martin and Typo Lakes water quality projects, and similar work by member communities.”

Annual Educational Publication - The SRWMO Watershed Management Plan calls for an annual SRWMO newsletter in addition to the website. The SRWMO will produce a newsletter article about the SRWMO (required in MN Rules 8410.010 subpart 4), its programs, and related educational information. This article will be provided to each member city, and they will be asked to include it in their city newsletters. This should ensure the broadest distribution at the lowest costs. The article will include the SRWMO website address so interested residents can get more information.

Topics for annual newsletter educational efforts include:

- SRWMO projects
- SRWMO water quality grant program
- Wetland buffers
- Water quality monitoring
- Groundwater quality and protection
- Controlling invasive species
- Water conservation and the water cycle
- Proper hazardous waste disposal
- Yard waste management
- Agricultural BMP's
- Pet waste disposal
- Others as directed by the SRWMO Board

At 5-5-2011 SRWMO Bd decided to cut septic system assistance program that was in watershed plan. Instead, they'll try to get a list of residents in need by soliciting people through this newsletter article. So topic in 2012 should be septic systems, with a focus on shoreland and getting names of people who request assistance.

The draft article will be presented to the SRWMO Board via email for edits and comments, with final article copies sent electronically to each member city. This will occur by the end of July so the cities will have ample time to run it in their newsletters sometime during the remainder of the year.

It is assumed that communities and lake associations will provide publication space in their newsletters at no cost.