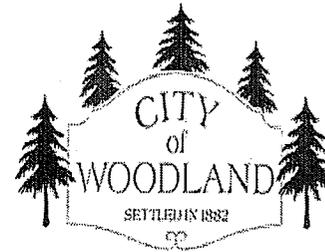


**CITY OF WOODLAND
City Council Agenda**

**MONDAY, AUGUST 13, 2012
7:00 P.M.**



1. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

2. ROLL CALL

3. CONSENT AGENDA

All matters listed under the Consent Agenda are considered to be routine by the City Council and will be enacted by one motion. There will be no special discussion of these items unless a Councilmember or Citizen so requests, in which event will be removed from the Consent Agenda and will be considered separately under New Business.

- A.** Minutes July 9, 2012; Regular Council Meeting
- B.** Resolution No. 15-2012: Septic Review Agreement for 2013(Kurt Larsen)
- C.** Resolution No. 16-2012; Septic Inspection Agreement for 2013 (Metro West Inspection Services)
- D.** Select Date for 2013 Budget and Levy Hearing
- E.** Request for Final Payment (No. 2) Stone Arch Road Mill & Overlay

4. PUBLIC COMMENTS

Individuals may address the Council about any item not contained on the regular agenda. Limit comments to 5 minutes. The Council may ask questions for clarification purposes but will take no official action on items discussed with the exception of referral to staff or with the agreement of the Council may be scheduled on the current or future agenda.

5. PUBLIC HEARING

- A.** Special Use Permit, 2865 Center Road, Cindy Scheer

6. NEW BUSINESS

- A.** County Road 101 Improvements Concept Plan Overview
- B.** Discussion of Coalition of the Minnehaha Creek Waters

7. OLD BUSINESS

- A.** 2013 Draft Budget Review
- B.** Stone Arch Perennial Garden Plan Outline

8. MAYOR'S REPORT

9. COUNCIL REPORTS

- A.** Ordinances, Website & LMCC: Council Member Jilek
- B.** Roads, Signs & Trees: Council Member Rich
- C.** Finance, Enterprise Funds, Intgov. Relations & MCWD: Council Member Carlson
- D.** Public Safety & Deer Management: Council Member Massie

10. ACCOUNTS PAYABLE

11. TREASURER'S REPORT

12. ADJOURNMENT

- 15 minutes will be allotted for public comments. If the full 15 minutes is not needed, the City Council will continue with the agenda.
- Next meeting: September 10, 2012

WOODLAND
CITY COUNCIL MINUTES
Monday, July 9, 2012

CALL TO ORDER & PLEDGE OF ALLEGIANCE

Mayor Doak called the meeting to order at 7:00 P.M.

ROLL CALL

Present: Mayor Jim Doak; Council Members Sliv Carlson, Mike Jilek, Chris Rich and John Massie

Staff: City Clerk Shelley Souers.

Guests: Tom Newberry, Dick Osgood, Kurt Larsen

CONSENT AGENDA

A. Minutes June 11; Regular Council Meeting

B. Authorize Payment No. 1 to Omann Brothers Paving, for Mill and Overlay;
Resolution No. 14-2012

Council Member Rich moved to approve the consent agenda. Council Member Jilek seconded the motion. Motion carried 5-0.

PUBLIC COMMENTS

Mayor Doak reported that the City has heard from a resident whom expressed concern regarding Mediacom's access over private property. The staff contacted the Lake Minnetonka Communications Commission (LMCC) regarding the franchise agreement with Mediacom and their access rights over private property via utility easements. The LMCC's attorney provided an opinion on the access rights and that information was shared with the resident.

NEW BUSINESS

A. Dick Osgood, Lake Minnetonka Association (LMA)

Mayor Doak welcomed Dick Osgood, Executive Director of LMA to the Council.

Dick Osgood presented a brief history of the LMA, noting that the LMA is a non-profit lakeshore homeowners association, organized as a voice for the lakeshore owners and an advocate for their interests. The LMA's main objectives are to prevent new Aquatic Invasive Species (AIS) from entering Lake Minnetonka and effectively manage the Invasive Species currently in our lake using the most feasible methods. The LMA and LMCD overlap with regard to their commitment to invasive species control. The LMCD is a special unit of government with City appointed members and receives funding from each of the 14 member cities. The LMCD has a charter that is broader than that of the LMA. The LMCD owns and operates the weed harvesters and conduct watercraft inspections. The Lake Minnetonka Association, working with the LMCD, has managed the herbicide treatments on five bays (Grays, Carmen, Phelps, Gideon and St Albans Bays) for the past five years. Mr. Osgood noted that Lake property owners pay more out of

pocket for management of milfoil than the DNR and other water management entities combined.

Mayor Doak noted that the State encourages use of Lake Minnetonka and other public bodies of water, but the burden of water management falls heavily on the neighboring cities and property owners. Mayor Doak stated that he would like to see a comprehensive invasive species program that is better balanced between local and State entities.

Mr. Osgood stated that State funding is limited because it is spread across 3,000 lakes with public access. Lake Minnetonka does receive a good portion of the funding based on its size, but is not enough to cover needed milfoil treatments. A significant local investment is still needed to protect the lake. The LMA believes the harvesters are beneficial in certain areas, but have a limited use on the lake. The LMA supports a broad plan to use both harvesters and herbicides to maximize the effectiveness of each approach.

Council thanked Mr. Osgood for the information and his time and commitment to the preservation of the Lake.

B. 2012 Septic Reviews, Kurt Larsen

Mr. Larsen reported that the septic reviews are underway and going well and does not anticipate any issues. Residents are showing considerable interest in the inspection process and he has used the opportunity to provide useful information on the maintenance of their systems. Mr. Larsen stressed that good management is the key to longevity of all septic systems.

C. Review Draft Engineer Letter regarding General Stormwater Permit for MS4s

Council reviewed a letter, prepared by the City Engineer, to the Minnesota Pollution Control Agency regarding their recent amendments to the MS4 permit process. Council had no changes to the Engineer's letter and recommended submittal to the MPCA as drafted.

D. Review Parking Zone Permit Application

Council reviewed an updated parking permit application that included the requirement that a contact number of the applicant is provided and that a contact person is on site to manage parking issues when the permit is in use.. The Council will review the parking permit fee in January, as part of the annual fee schedule review, to consider an increase in the permit fee to \$10/day to cover the cost of wooden stakes that may be provided with parking signs.

E. Agreement with Dan Distel for Assessing Services

Council reviewed the request to extend City Assessing services with Dan Distel for two years to September 1, 2014, at a 2% increase each year.

Council Carlson moved to approve extension of assessing services with Dan Distel with a 2% annual increase. Council Member Massie seconded the motion. Motion carried 5-0.

F. 2013 Budget Review

Council reviewed the draft General Fund budget for 2013. Council suggested reducing the anticipated building permit revenue. The Council will continue review and discussion at the August Council meeting.

OLD BUSINESS

A. County Road 101 Discussion

Mayor Doak reported that the County will be holding an informational meeting on July 19 from 5P.M.-7P.M. to provide an overview and conceptual plan layout of the County Road 101 improvements. The meeting is open to the public. The County sent a notice to each Woodland address regarding the meeting.

MAYORS REPORT

Mayor Doak reported that he and Woodland's LMCD representative, Mr. Meyer, will attend a joint meeting with the Minnehaha Creek Watershed District and the Lake Minnetonka Conservation District regarding lake issues.

Woodland's maintenance contractor will install a "children at play" sign directly below the "school bus stop ahead" sign as an added forewarning to vehicular traffic traveling eastbound on Breezy Point Road.

COUNCIL REPORTS

Ordinances, Website & LMCC

No report.

Roads, Signs & Trees

Council Member Rich reported that Aaron's services will be trimming brush and removing diseased trees in the City's right-of-ways.

Council Member Rich reported that he and Woodland's maintenance contractor Tim Lovett will review the City streets for needed repairs.

Finance, Enterprise Funds, Intgov. Relations & MCWD

Council Member Carlson reported that the water enterprise maintenance account balance continues to decline. The City will continue to monitor the fund balance and determine the necessary rate increase needed for 2013 to ensure the enterprise funds stay self supporting.

Council Member Carlson reported that she attended a presentation by the MCWD regarding phosphorus reductions and the use of green roofs. Several cities have banned the use of coal tar driveway sealants to further reduce pollution of storm water and ultimately lakes.

Public Safety & Deer Management

Council Member Massie reported that he has contacted several property owners regarding placement of deer traps.

ACCOUNTS PAYABLE

Council Member Jilek moved approval of the Accounts Payable as submitted.

Council Member Massie seconded the motion. Motion carried 5-0.

TREASURER'S REPORT

Council Member Rich moved approval of the Treasurer's Report as submitted.

Council Member Carlson seconded the motion. Motion carried 5-0.

ADJOURNMENT

Council adjourned by consent at 9:10 P.M.

ATTEST:

Shelley J. Souers, City Clerk

James S. Doak, Mayor

RESOLUTION NO. 15-2012

A RESOLUTION AUTHORIZING ENTERING INTO AN AGREEMENT
FOR SEPTIC SYSTEM REVIEWS FOR 2013

WHEREAS, the City of Woodland desires to extend the agreement for septic system review services with Kurt Larsen's Septic Inspections and Design. The services will be conducted according to the agreement for services, as delineated in Exhibit A: Septic System Review Contract.

NOW, THEREFORE, BE IT RESOLVED that the Woodland City Council authorizes entering into the 2013 Agreement for septic system review services with Kurt Larsen's Septic Services.

Adopted by the City Council of the City of Woodland this 13th of August, 2012.

James S. Doak, Mayor

ATTEST:

Shelley Souers, City Clerk

Kurt Larsen's Septic Services

1783 Co. Hwy 8
Tyler, MN 56178
(507) 247-4169

City Clerk
City of Woodland

Septic System Reviews Contract 2013

Tasks

- Educate homeowners about their system and answer any questions they might have.
- Evaluate sludge and scum levels in tank with a sludge judge.
- Evaluate lift tank to ensure sludge and effluent levels are adequate.
- Monitor final treatment area for waterlogged trenches or rock beds.
- Search for any surface discharge of sewage on property and if found complete a septic system failure form.
- Inspect all visible inspection pipe covers on tanks or treatment area and replace any that are broken.
- Secure any unsecure maintenance hole covers with stainless steel screws or report to city and homeowner if a unsecure maintenance hole cover exists on a property.
- Provide the city with a written report on each resident.
- Update homeowner septic information to excel spreadsheets.

The charge per system is \$65 plus mileage (federal rate) approx. 500 miles and will be reimbursed for any supplies used on site.

BY SIGNING BELOW, CUSTOMER AGREES TO PAY THE AGREED PRICE FOR THE AGREED SERVICES LISTED ABOVE. THIS IS AN AGREEMENT FROM DATE OF SIGNING, WITH PAYMENTS MADE AS DESCRIBED WITHIN. ANY CHANGES MADE IN PRICE IN OR SERVICES MUST BE ACCOMPANIED BY A SIGNED CHANGE ORDER TO THE CONTRACT.

X _____
City of Woodland Representative
X Kurt Larsen
Kurt Larsen
Kurt Larsen's Septic Services

DATE _____
DATE July 26, 2012

Kurt Larsen, DBA as Kurt Larsen's Septic Services, will carry and maintain Commercial General Liability Insurance coverage while working for and in the City of Woodland and will extend to claims arising out of Kurt Larsen's Septic Services ongoing operations for Woodland.

RESOLUTION NO. 16-2012

**A RESOLUTION AUTHORIZING ENTERING INTO AN AGREEMENT
FOR SEPTIC SYSTEM INSPECTIONS FOR 2013**

WHEREAS, the City of Woodland desires to extend the agreement for Septic System Inspection Services with Metro West Inspections Services, Inc. The services will be conducted according to the agreement for services, as delineated in Exhibit A: Septic Inspection Services.

NOW, THEREFORE, BE IT RESOLVED that the Woodland City Council authorizes entering into the 2013 Agreement for septic system inspection services with Metro West Inspection Services, Inc.

Adopted by the City Council of the City of Woodland this 13th day of August, 2012.

James S. Doak, Mayor

ATTEST:

Shelley Souers, City Clerk

METRO WEST INSPECTION SERVICES, INC.

Loren Kohnen, Pres.

(763) 479-1720
FAX (763) 479-3090
Mthrowst76@aol.com

July 10, 2012

Shelley Souers
City Clerk
City of Woodland
20225 Cottagewood Road
Deephaven, MN 55331

RE: Septic Inspection Services
City of Woodland

Dear Shelley:

Thank you for your letter regarding an updated agreement pertaining to septic system inspection services. For the following year, we would submit the following:

- 1) Review septic designs for issuance of a permit.
- 2) Conduct all required site inspections for installations.
- 3) Prepare the as-built drawings of installations for the City's records.
- 4) Fees for said services are 90% of the permit fee for septic system installation.
- 5) Fees for emergency site visits and/or inspections would be \$75.00.
- 6) Inspectors performing inspection work are certified by the Minnesota Pollution Control Agency (MPCA).

We are also enclosing a copy of our insurance information.

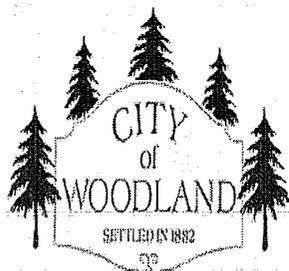
Please call if you should have any further questions.

METRO WEST INSPECTION SERVICES, INC.



Loren Kohnen
Building Official

LK:jg
Enclosure



WOODLAND CITY COUNCIL

MEETING DATE: August 13, 2012
FROM: Shelley Souers, City Clerk
SUBJECT: Select Date for Truth in Taxation Hearing
(Budget & Levy)

OVERVIEW

Woodland must notify the County of the time and place of the regularly scheduled meeting that will include discussion and adoption of the final budget and levy for 2013.

This meeting must be held after November 24, 2012. Woodland has one regularly scheduled meeting in December that meets the requirement: Monday, December 10.

Staff recommends that Council set the budget and Levy hearing for Monday, December 10th at 7:00PM.

ACTION

Approval of the consent agenda item, thereby approves setting the Truth in Taxation Hearing for 7:00PM, Monday, December 10.

Print in Taxation Budget Meeting Date

City Name: Woodland Munic No: 15

Contact Person: _____ Phone: _____

Budget Meeting

Date: 12/10/12 Monday

Time: 7:00 PM

Listed below is prior year data for (1) the location of the budget meeting, (2) the phone number to be published and (3) the mailing address for written responses. Please review these and either confirm that they are still accurate or make the necessary changes.

OK

OR

New Information

1. Location: City Hall
20225 Cottagewood Rd
Deephaven, MN 55331

OK

OR

New Information

2. Phone Number: 952-474-4755

OK

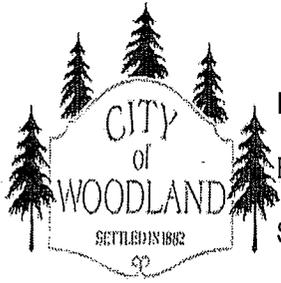
OR

New Information

3. Mailing Address: City of Woodland
20225 Cottagewood Rd
Deephaven, MN 55331

REQUEST FOR ACTION

WOODLAND CITY COUNCIL



MEETING DATE: August 13, 2012
 FROM: Gus Karpas, Zoning Administrator
 SUBJECT: Special Use Request, Cindy Scheer, 2865 Center Road

Agenda Item: Consider Special Use Request, Cindy Scheer, 2865 Center Road

Summary: Cindy Scheer is proposing to construct a three foot wide stairway from an existing elevated deck to access the yard. The proposed stairs would be attached to a portion of the deck that was approved as a part of a Special Use request in 2007 when the City Council approved an expansion of the deck along the face to the home to allow the homeowner to access a remodeled portion of the home. The applicant is requesting a Special Use Permit to allow an impervious area of 45%.

The existing impervious surface on the property, based on a survey submitted by the applicant is 48%. The applicant is proposing to remove impervious surface area to bringing the overall impervious surface percentage to 45%, in compliance with the ordinance provisions for Special Use consideration.

Section 900.10 of the City Code allows a maximum permitted impervious surface area in the Groveland Assembly Grounds of forty (40) percent, with a provision allowing for an increase up to forty-five (45) percent with the issuance of a Special Use Permit, provided the following criteria is met; it is a lot of record under 16,500 square feet, the lot is served by City sanitary sewer and the lot is served by City water. The applicant's property meets these criteria.

Staff is concerned that the applicant was required as part of the 2007 approval to bring the property into compliance of the 45% impervious surface area and clearly indicated on the submitted documentation that the at-grade patio would be removed. The submitted survey indicated that not only has the patio not been remove, but appears to have been expanded. Staff will be requiring any approval to be conditioned that a final as-built survey be provided showing compliance with the maximum permitted impervious surface area.

In reviewing this request the City Council must consider the criteria outlined in Section 900.10 of the ordinance:

- (a) The increase in the amount of lot area covered by an impervious surface maintains or enhances the general character or welfare of the community;
- (b) The magnitude and extent of the increase in lot area covered by impervious surface;
- (c) The resulting impact on the use and enjoyment of surrounding properties or other properties in the community;
- (d) The need for the increase in lot area covered by impervious surface in order to permit adequate use of the property;

- (e) The proximity of any proposed alteration to any structure on the adjoining property;
- (f) The effect on the light and visibility available to the adjoining property;
- (g) The extent of vegetation or other screening on the subject property and the adjoining property;
- (h) The effect of the property value of the subject property and the surrounding properties; and
- (i) Any other matters which may be relevant to the increase in lot area covered by an impervious surface.

Staff Recommendation: Staff recommends Conditional approval of the special use permit for the construction of a stairway accessing grade from an above grade deck, which exceeds the maximum permitted impervious surface area without a special use permit.

FINDINGS (Per Section 900.10, Subds. a-i):

- a) The increase in the amount of lot area covered by an impervious surface maintains or enhances the general character or welfare of the community. ***The proposal maintains the general character of the neighborhood and would not have a detrimental effect on the welfare of the community.***
- b) The magnitude and extent of the increase in lot area covered by impervious surface. ***The applicant is proposing to bring a property, currently out of compliance, into compliance with the removal of impervious surface area.***
- c) Resulting impact on the use and enjoyment of surrounding properties or other properties in the community. ***It appears there will be no negative impact on surrounding properties or other properties in the community with regard to use or enjoyment.***
- d) The need for the increase in lot area covered by an impervious surface in order to permit adequate use of the property. ***The desire to directly access grade from an above grade deck is a reasonable request and does not appear to have an impact on adjacent properties.***
- e) The proximity of any proposed alteration to any structure on the adjoining property. ***The closest structure to proposed alteration is located east of the subject property and sits approximately thirty-one feet away.***
- f) The effect on the light and visibility available to the adjoining property. ***There appears to be no impact with regard to light or visibility on adjoining properties.***
- g) The extent of vegetation or other screening on the subject property and the adjoining property. ***The applicant has not provided specific information on vegetation, though there appear to be additional screening proposed to screen the proposed stairway.***
- h) The effect on the property value of the subject property and the surrounding properties. ***Staff does not believe there would be a negative effect on property values of the subject property or adjacent properties.***

- i) Any other matters, which may be relevant to the increase in lot area, covered by an impervious surface being requested. ***Due to the nature of the proposed increase of impervious surface, staff has no other concerns about the request.***

Council Action: Action required by September 20, 2012. Possible motions ...

1. I move the Council conditionally approve Resolution 12-2012 approving the special use request of Cindy Scheer to exceed the maximum permit impervious surface area not to exceed 45%, as presented for the addition of stairs to access their yard. The property owner proposes to use the property in a reasonable manner in that _____, the plight of the landowner is due to circumstances unique to the property and the granting of the variance will not alter the essential character of the locality. The motion is conditioned _____.
I further move that the applicant provides an as-built survey for staff's review upon completion of the project.
2. I move the Council asks the applicant to provide written approval for a further extension for a decision on their request to permit the Council more time to render a decision on the request.
3. I move the Council denies the request as present in that the applicant has not met the standard for practical difficulty and direct staff to draft findings for denial for the Council's review at their September 20th meeting.

Note: MN statute 15.99 requires a council decision within 60 days. The council may approve or modify a request based on verbal findings of fact and the applicant may proceed with their project. However, if the council denies the request, the council must state in writing the reasons for denial at the time that it denies the request. The council may extend the 60-day time limit by providing written notice to the applicant including the reason for the extension and its anticipated length (may not exceed 60 additional days unless approved by the applicant in writing).

Variance Application
City of Woodland
 20225 Cottagewood Road
 Deephaven, MN 55331
 952-474-4755
 www.cityofwoodlanmn.org



Applicant is (circle one) Owner Developer Contractor Architect Other _____

Property address for which variance is requested 2865 Center Road

Applicant (individual or company name): Cynthia L. Scherer

Contact for Business: 612-388-0588 Title: _____

Address: 2865 Center Rd. City: Woodland State: MN Zip: 55391

Wk Phone: 612-388-0588 Hm Phone: Same

Email address: Scherer@mchsi.com Fax: _____

Present use of property: Home

Property acreage: _____ Acres 5902 Square Feet

Existing Variances: Yes X No _____

If yes, please explain Hardcover at 45.9%

Describe Request: Build New _____ Add On _____ Remodel X Replace _____

What is the Variance being requested for: Stair addition to existing deck

Variance for:

	Required	Proposed
Side Yard	_____ feet	_____ feet
Front Yard	_____ feet	_____ feet
Rear Yard	_____ feet	_____ feet
Lake setback	_____ feet	_____ feet
Building height	_____ feet	_____ feet
Structure height	_____ Feet	_____ feet
Wetland	_____ feet	_____ feet
<u>X</u> Impervious Cover	<u>2360.88</u> sq ft	2688.8 Sq ft
Shoreland	_____ feet	<u>2688.8</u> feet
Massing	_____ volume	_____ volume
Other	_____ feet	_____ feet

If other, please explain

MAKING YOUR CASE FOR THE GRANT OF A VARIANCE

STATE LAW: Minnesota Statutes 462.357 controls the grant of variances to established zoning codes. Before a variance can be granted the Applicant must establish to the satisfaction of the City that: A) Strict enforcement of the applicable code would cause a practical difficulty because of circumstances unique to the individual property under consideration, and, B) the grant of the requested variance will be in keeping with the spirit and intent of the ordinance.

"Practical Difficulty" as used in connection with the granting of a variance means: 1) the property in question cannot be put to a reasonable use if used under conditions allowed by the official controls; 2) the plight of the landowner is due to circumstances unique to the property not created by the landowner, and 3) the variance, if granted, will not alter the essential character of the locality.

NOTICE: Simple inconvenience of a landowner or occupant, including self-created situations, are not considered a practical difficulty under Minnesota case law.

Economic considerations alone shall not constitute a practical difficulty if reasonable use of the property exists under the ordinance. (MN Statutes 462.357)

If you have difficulty establishing a practical difficulty please consider alternatives to your construction plans that may remove the need for a variance.

The Applicant must respond fully and in detail to each of the following questions and data requests or the Application may be rejected as incomplete.

Establishing that the requested variance will be in keeping with the spirit and intent of the Zoning Code:

The requested variance, if granted, will be in keeping with the spirit and intent of the City Zoning because: The home was purchased in 2006 with 45.9% hardcover. (2006 Survey attached.) It is situated on a slight hill with a number of retaining walls and is terraced for access and drainage. The existing deck has no access to the yard area. Our plans include the reduction of patio and steep pavers as well as a portion of the driveway to compensate for the addition of the stairs bringing the hardcover to 45.5% or reduction of .4%. (Cleveland Association has approved)

1. The landowner's (Applicant's) property cannot be put to a reasonable use if used under conditions allowed by the official controls because:

Existing required terrace/retaining walls estimated at (117 ~~sq~~ sq. ft. pending new survey results) and existing driveway hard cover (754 sq. ft.)

2. The plight of the landowner (Applicant) is due to circumstances unique to the property not created by the landowner property because:

Retaining walls/terracing and driveway were in place and built prior to home ownership in 2006.

3. The variance, if granted, will not alter the essential character of the locality because:

Plan is appealing to the street view and ~~existing~~ deck materials will be used for stairs. We will be reducing existing hard cover.

Establishing the variance, if granted, will not adversely impact the rights of others:

Describe the effect of the variance, if granted, on neighboring properties and on the neighborhood in general:

None - it should actually enhance the property & neighborhood.

Describe the effect of the variance, if granted, on supply of light and air to adjacent properties.

There are no adverse effects to light and air.

Describe the effect of the variance, if granted, on traffic congestion in the public street.

There are none.

Describe the effect of the variance, if granted, on the danger of fire.

There are none.

Describe the effect of the variance, if granted, on the danger to public safety.

There are none.

Describe the effect of the variance, if granted, on established property values in the surrounding area.

There are none.

Describe the effect of the variance, if granted, on the impairment of the public health, safety or welfare.

There are none.

Applicant(s) have determined that the following approvals may be necessary from other regulatory bodies:

 LMCD # 952-745-0789

 Watershed District # 952-471-0590

Applicant's Acknowledgement & Signature(s)

This is to certify that I am making application for the described action by the City and that I am responsible for complying with all City requirements with regard to this request. This application should be processed in my name, and I am the party whom the City should contact about this application. The applicant certifies that the information supplied is true and correct to the best of his/her knowledge.

The undersigned also acknowledges that she/he understands that before this request can be considered and/or approved, all required information and fees, including any deposits, must be paid to the City, and if additional fees are required to cover costs incurred by the City, the City has the right to require additional payment from one or more of the undersigned, who shall be jointly liable for such fees.

An incomplete application will delay processing and may necessitate a re-scheduling of the review time frame. The application time line commences once an application is considered complete when all required information and fees are submitted to the City. The applicant recognizes that he/she is solely responsible for submitting a complete application being aware that upon failure to do so, the staff has no alternative but to reject it until it is complete or to recommend the request for denial regardless of its potential merit.

A determination of completeness of the application shall be made within 15 business days of the application submittal. A written notice of application deficiencies shall be mailed to the applicant with in 15 business days of application.

I am the authorized person to make this application and the fee owner has also signed this application.

Applicant's Signature: Cynthia R. Scherer Date: 7/10/12

Signature: _____ Date: _____

Owner's Acknowledgement & Signature(s)

I am / we are the fee title owner of the above described property. I / we further acknowledge and agree to this application and further authorize reasonable entry onto the property by City Staff, Consultants, agents, and City Council Members for purposes of investigation and verification of this request.

Owner's Signature: Cynthia R. Scherer Date: 7/10/12

Owner's Signature: _____ Date: _____

Note – Both signatures are required, if the owner is different than the applicant, before we can process the application, otherwise it is considered incomplete.



DATA PRIVACY ADVISORY

In accordance with Minnesota State Statute 13.04, Subd. 2, "Rights of subjects of data", we would like to inform you that your request for a permit or license from the City of Woodland or any of its departments may require you to furnish certain private or confidential information.

You are notified that:

- 1) The information that you furnish will be used to determine your qualifications for a permit, approval or license requested.
- 2) You may refuse to supply data, but refusal may require that the City deny the permit, approval or license.
- 3) The information you provide may be shared with other local, state or federal agencies to the extent necessary to process the permit, approval or license.
- 4) If your requested permit, approval or license requires Council action, the information may become public. A copy of your application, permit, approval or license will be placed in your public property file.
- 5) You have certain rights under Minnesota Statute, Section 13.04 to review private data on yourself.
- 6) Your full name is required to process this application or permit.

Applicant:

Cynthia L. Scheer
 NAME: First Middle Last
 2865 Center Road
 Address
 Woodland MN 55391 612-388-0588
 City State Zip Phone

I understand my rights as stated above

Cynthia L. Scheer
 Applicant Signature Date 7/11/12

Owner:

Cynthia L. Scheer
 NAME: First Middle Last
 2865 Center Road
 Address
 Woodland MN 55391 612-388-0588
 City State Zip Phone

I understand my rights as stated above

Cynthia L. Scheer
 Owner Signature Date 7/11/12

ADJACENT PROPERTY OWNERS ACKNOWLEDGEMENT FORM

I (We) David A. Tipronk III of 2870 EAST Road
[print name(s)] [print address] WAYZATA, MN 55391

have reviewed the plans for the proposed improvement or proposed use of the property located at
2865 Center

I (we) understand that in executing this acknowledgement, I (we) am (are) **not** asked to declare approval or disapproval of the property or use but merely to confirm for the City Council that I (we) am (are) aware of the improvement plans and that the proposed neighbor's project or use requires Council approval.

[Signature] 7/11/2012
Property Owner Date

Property Owner Date

ADJACENT PROPERTY OWNERS ACKNOWLEDGEMENT FORM

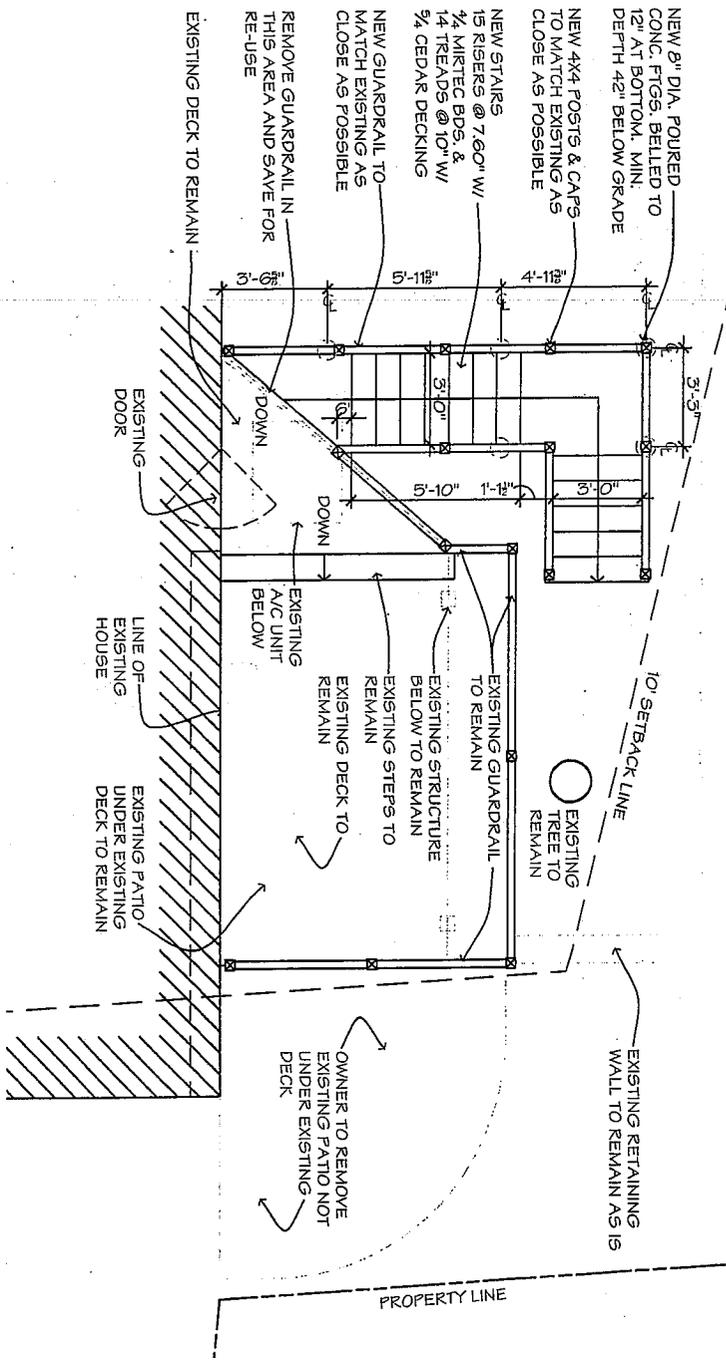
I (We) _____ of _____
[print name(s)] [print address]

have reviewed the plans for the proposed improvement or proposed use of the property located at

I (we) understand that in executing this acknowledgement, I (we) am (are) **not** asked to declare approval or disapproval of the property or use but merely to confirm for the City Council that I (we) am (are) aware of the improvement plans and that the proposed neighbor's project or use requires Council approval.

Property Owner Date

Property Owner Date



1 DECK STAIR PLAN
SCALE: 1/4"=1'-0"

DECK STAIRS
SCHEER, CINDY & JACKSON, BRIAN
2865 CENTER ROAD, WOODLAND, MN 55391
6/26/12

JOB #: 7107

DRAWN: DS	REVISED:
CHECKED: EM	

Copyright © Plektempo Builders, Inc. - Plektempo Builders, Inc. has assigned the named architect the sole purpose of the construction of the project described herein. Any drawing or rendering is an artistic interpretation of the general appearance of the project and not meant to be an exact rendition. The architect and contractor shall be responsible for the construction of the project and shall be responsible for the performance of the project. The architect and contractor shall be responsible for the performance of the project and shall be responsible for the performance of the project.

RESIDENTIAL DESIGN • BUILD • REMODEL
Plektempo
BUILDERS, INC.
401 East 76th Street Bloomington, MN 55420
tel: 952-888-2225 fax: 952-888-2259

SHEET NO.
A1
1 OF 2
LM LIC: #0001797

*Resolution provided by Hennepin County
Subject to Council review and modification*

**CITY OF WOODLAND
HENNEPIN COUNTY, MINNESOTA**

RESOLUTION NO. _____

**APPROVAL OF COUNTY STATE AID HIGHWAY (CSAH) 101
PRELIMINARY LAYOUT NO. 6
HENNEPIN COUNTY PROJECT NO. 9931**

WHEREAS, Preliminary Layout No. 6 (dated June 13, 2012) for Hennepin County Project No. 9931, showing the proposed improvements of County State Aid Highway 101 within the limits of the City, has been prepared and presented to the City.

NOW THEREFORE BE IT RESOLVED by the City Council of Woodland, Minnesota:

1. That Preliminary Layout No. 6 is in all things approved for those portions of said Project No. 9931 within its corporate limits of the reconstruction of CSAH 101 between Minnetonka Boulevard (CSAH 5) and Wayzata Boulevard E (CSAH 101).
2. That Hennepin County is hereby authorized by the City to acquire all rights of way, permits, and/or easements required for said improvements in accordance with Layout No. 6.
3. That the City agrees to ban the parking of motor vehicles at all times and to provide enforcement for the prohibition of on street parking on those portions of said Project No. 9931 within its corporate limits.

Adopted by the City Council of the City of Woodland this _____ day of

_____, 2012.

By: _____



Hennepin County Transportation Department

1600 Prairie Drive
Medina, MN 55340-5421

612-596-0300, Phone
763-478-4000, FAX
763-478-4030, TDD
www.hennepin.us

June 25, 2012

Ms. Shelley Souers
City of Woodland
20225 Cottagewood Road
Deephaven, MN 55331

Re: CSAH 101 (From Minnetonka Boulevard to US Highway 12)
County Project No. 9931; SAP 27-701-17
Request for Preliminary Layout Approval

Dear Ms. Souers,

Transmitted herewith for approval by the Woodland City Council, please find Preliminary Layout No. 6 (dated June 13, 2012) for the referenced project. The proposed project involves the reconstruction of County State Aid Highway (CSAH) 101 from north of CSAH 5/Minnetonka Boulevard to US Highway 12. The proposed project includes the reconstruction of the Breezy Point Road intersection but excludes any reconstruction of the existing Gray's Bay Bridge structure.

The proposed improvements include reconstructing CSAH 101 as a three-lane undivided section from just north of Minnetonka Boulevard to the intersection with Gray's Bay Boulevard. North of that point, the typical roadway section is a two-lane road to the intersection of the US Highway 12 ramps in Wayzata. The three-lane section is a suburban-type, and consists of one 11-foot through lane in each direction, one 11-foot continuous center left turn lane, and 5 foot shoulders on each side with 2-foot curb and gutter. An 8-foot bike trail is proposed to be located along the east side of CSAH 101 from Minnetonka Boulevard to US Highway 12. A 6-foot sidewalk is proposed to be located along the west side of the road from Minnetonka Boulevard to just north of the proposed roundabout at Breezy Point Road. The project includes a new bridge over the BNSF Railroad, improved drainage facilities throughout the corridor, and a new traffic signal system at the McGinty Road intersection.

The proposed roundabout at Breezy Point Road is contingent upon the outcome of additional archeological investigation to be performed in conjunction with the grading operations of the construction contract. Should archeological remains be discovered during construction, then the intersection would be redesigned with a gentler curve that would avoid or mitigate impacts to possible remains. Avoidance and mitigation of archeological remains will be coordinated with the State Archeologist and the Minnesota Council of Indian Affairs. The City will have an opportunity to review any revisions to the intersection necessitated by the discovery of archeological remains.

The design of this project necessitates a variance to Minnesota Rule 8820.9995, "Minimum Bicycle Path Standards" to eliminate the trail's 2 foot clear zone adjacent the road. This variance provides a means to reduce impacts to adjacent properties by narrowing the proposed total project footprint. Said variance requires hold-harmless resolutions from all affected local agencies within which the trail lies – Hennepin County and the cities of Minnetonka and Wayzata.

Hennepin County is requesting Council approval of the portion of the layout within Woodland as an assurance that the City is in agreement with the project concept prior to beginning detailed design and development of the construction documents. The preliminary layout is the "footprint" of what the proposed project would look like; however, not all of the details are known at this time. With Council approval of the preliminary layout, the design will be developed in greater detail. Council approval will also authorize the County to initiate the right-of-way acquisition process, which will begin after further development of the plans.

The County respectfully requests City Council approval of the preliminary layout, and that the following be included in the Resolution of Approval:

- Approval of Preliminary Layout No. 6 (dated June 25, 2012), with the understanding that the roundabout proposed at the intersection of Breezy Point Road may require redesign as a gentler curve instead of the roundabout if archeological remains are discovered.
- Authorization by the City for the County to acquire all rights-of way, permits, and/or easements required for the improvements proposed in Preliminary Layout No. 6.
- Agreement by the City to ban the parking of motor vehicles at all times and to provide enforcement for the prohibition of on-street parking for those portions of Project No. 9931 within its corporate limits.
- Agreement by the City to indemnify, save and hold harmless the State and its agents and employees of and from claims, demands, actions, or causes of action arising out of or by reason of the granting of the proposed variance, and further agreement to defend at its sole cost and expense any action or proceeding begun for asserting any claim of whatever character arising as a result of the granting of the variance.

The City Council will also have the opportunity to approve the final construction plans and construction cooperative agreement prior to construction of the project. If you have any questions, or if you require additional information, please feel free to call me at 612-596-0382.

Sincerely,


Nicholas A. Peterson, P.E.
Senior Project Manager – Design

Enclosure
NAP

How About a Roundabout?

A modern roundabout is a circular intersection where traffic flows around a center island.

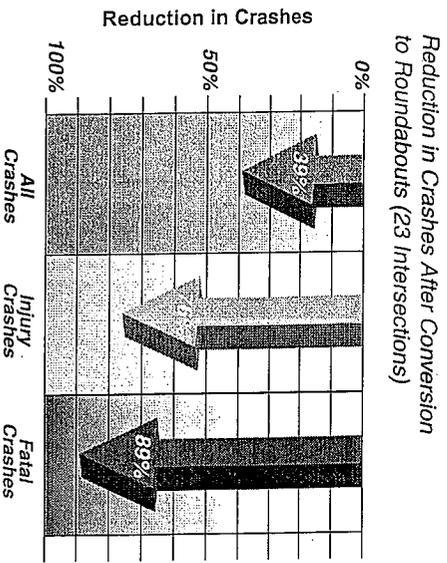
Today, roundabouts can be alternatives to traffic signals and stop signs to control traffic. In many cases, they have several advantages over signals and stop signs, including:

- Fewer injury crashes and fatalities
- Increased pedestrian safety
- Less vehicle delay and pollution

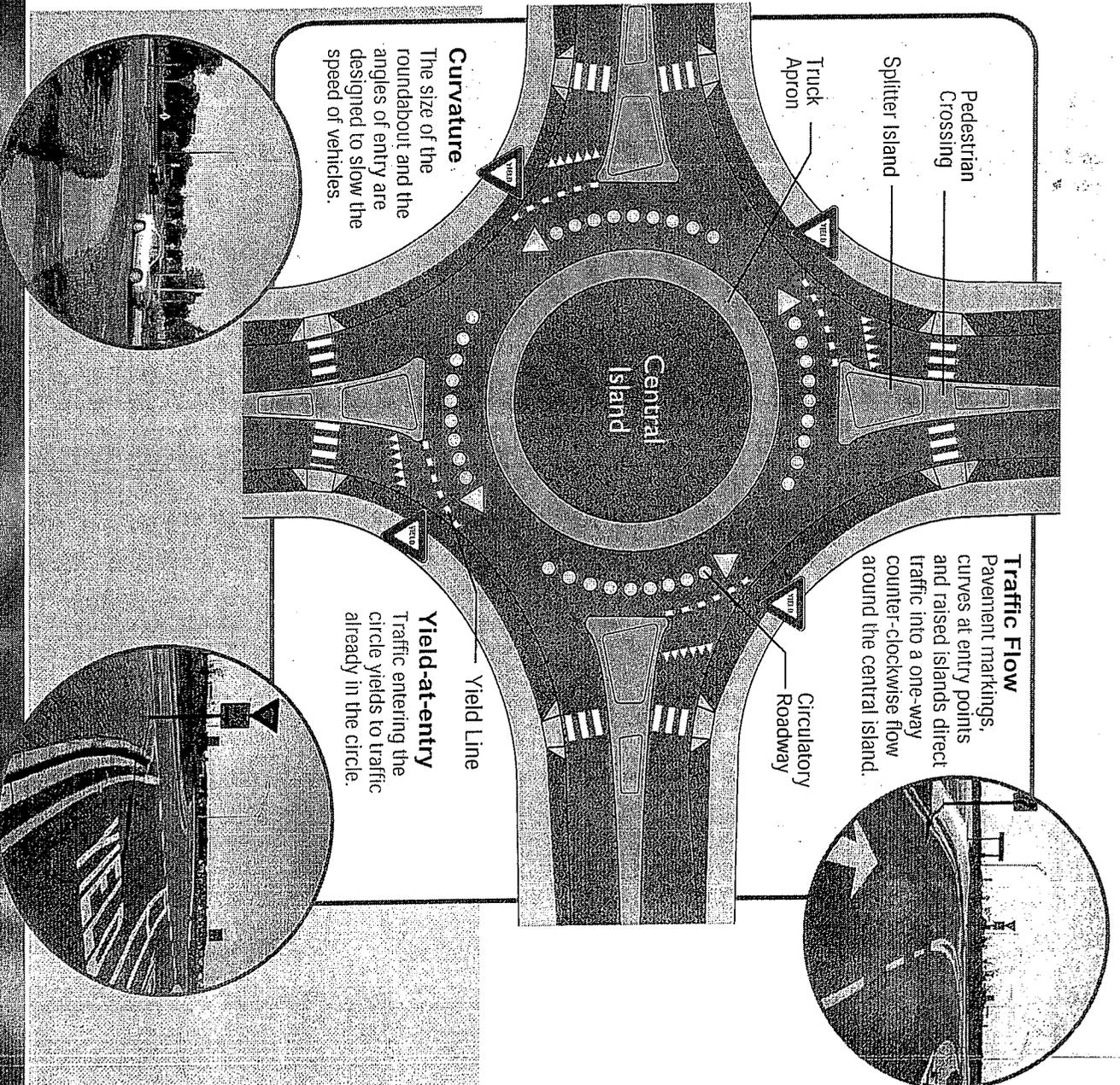
Roundabouts, like all intersections, undergo thorough analysis prior to implementation to determine if it is the appropriate solution.

Safety

Roundabouts can dramatically improve safety when compared to traditional four-way intersections. In fact, a recent study of 23 intersections converted to roundabouts shows a decrease in total crashes by 39%, a decrease in injury crashes of 76%, and a dramatic 89% decrease in fatal crashes ("Safety Effects of Roundabout Conversions in the U.S." Insurance Institute for Highway Safety).



Features of a Modern Roundabout



Hennepin County
CSAH 101 RECONSTRUCTION - COUNTY PROJECT 9931
ENGINEER'S COST ESTIMATE
for PRELIMINARY LAYOUT 6 Dated June 13, 2012

LAST UPDATE: July 24, 2012

COST SUMMARY TABLE

Cost Category	Total Project	CTB	Hennepin County	Wayzata	Minnnetonka	Woodland	MCES
Mobilization and Fixed Costs	\$ 3,297,000.00	\$ 3,110,095.68	\$ 14,936.91	\$ 54,602.63	\$ 31,969.13	\$ 4,433.10	\$ 80,961.56
Removals-Earthwork and Paving	\$ 6,033,571.00	\$ 6,033,571.00					
Bridge and Retaining Wall	\$ 8,534,460.00	\$ 8,534,460.00					
Drainage	\$ 914,169.00	\$ 639,918.30					
Utility Modifications and Local Improvements	\$ 1,757,600.00	\$ 119,500.00					
Trail and Sidewalk	\$ 315,650.00	\$ 30,200.00	\$ 119,900.00	\$ 77,000.00	\$ 131,800.00		\$ 1,012,500.00
Curb and Gutter and Driveways	\$ 663,340.00	\$ 653,740.00	\$ 2,900.00	\$ 4,640.00	\$ 2,320.00	\$ 29,700.00	
Traffic (Signals, Streetlights, Signage and Striping)	\$ 696,975.00	\$ 568,975.00	\$ 64,000.00	\$ 16,000.00	\$ 24,000.00	\$ 1,740.00	
Erosion Control and Miscellaneous	\$ 475,205.00	\$ 475,205.00				\$ 24,000.00	
Construction Cost - Total Road Participating	\$ 20,459,383.25	\$ 20,165,665.98	\$ 201,736.91				
Construction Cost - Non-Turnback Eligible (2)	\$ 2,230,586.75						
Construction Cost - Total	\$ 22,689,970.00	\$ 20,165,665.98	\$ 201,736.91	\$ 737,459.53	\$ 339,792.56	\$ 59,873.10	\$ 1,093,461.56
Construction Contingency (25%)	\$ 5,672,492.50	\$ 5,041,416.49	\$ 50,434.23	\$ 184,364.88	\$ 107,943.23	\$ 14,968.27	\$ 273,365.39
Total Construction Cost + Contingency	\$ 28,362,462.50	\$ 25,207,082.47	\$ 252,171.14	\$ 921,824.41	\$ 539,716.16	\$ 74,841.37	\$ 1,366,826.95
Total Right of Way Expenses (SF x 2.5)	\$ 4,159,887.50	\$ 4,159,887.50					
Design Engineering Reimbursement (10%)	\$ 153,638.19			\$ 92,182.44	\$ 53,971.62	\$ 7,484.14	
Construction Engineering Reimbursement (8%)	\$ 232,256.71			\$ 73,745.95	\$ 43,177.29	\$ 5,987.31	\$ 109,346.16
Total Project Cost (1)	\$ 32,908,244.91	\$ 29,366,969.97	\$ 252,171.14	\$ 1,087,752.80	\$ 636,865.07	\$ 88,312.82	\$ 1,476,173.11

(1) Does not include the cost to underground overhead utilities.

(2) Non-participating costs / local and storm sewer to be determined by Min/DOT hydraulics engineer - preliminary est. 70% CTB/20% Mita local/10% Wayzata local).

HENNEPIN COUNTY
PUBLIC WORKS BUSINESS LINE
TRANSPORTATION DEPARTMENT

POLICIES FOR COST PARTICIPATION
BETWEEN HENNEPIN COUNTY AND OTHER AGENCIES
FOR COOPERATIVE HIGHWAY PROJECTS

AS ADOPTED ON FEBRUARY 7, 2012

INTRODUCTION

The attached policies for cost participation will be used by Hennepin County to determine appropriate funding levels for cooperative highway projects with the Minnesota Department of Transportation, municipalities and other agencies.

Cost participation policies were originally established by Hennepin County in 1978. These policies were revised in 1993, 1999 and 2011.

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HENNEPIN COUNTY

PUBLIC WORKS BUSINESS LINE

TRANSPORTATION DEPARTMENT

**POLICIES FOR COST PARTICIPATION
BETWEEN HENNEPIN COUNTY AND OTHER AGENCIES
FOR COOPERATIVE HIGHWAY PROJECTS**

I. PURPOSE

To establish policies for determining appropriate division of cost participation to be used by Hennepin County in funding cooperative roadway, traffic signal and bridge construction projects with the Minnesota Department of Transportation, municipalities and other agencies.

II. SCOPE

The establishment of cost policy is consistent with Minnesota Statutes, Sections 162.17, 373.01, 471.59 and Amendments.

III. GENERAL POLICIES

- A. The basic premise is that the County pays for costs peculiar to County needs and municipalities pay for costs peculiar to municipal or local needs.
- B. The County may limit its participation to items eligible for reimbursement with County State Aid Highway (CSAH) funds, notwithstanding the specific policies contained in this document. However, the County will not request CSAH funds for project costs assigned to the municipality as a result of the approved cooperative construction agreement, in order not to preclude the municipality from using its Municipal State Aid funds for those project costs.
- C. A greater degree of County participation is afforded municipalities having a population of less than 5,000 because of the function of the County roadways in these areas. It is generally true that these roadways are of greater benefit to County-wide users and of less benefit to local users than is the case for roadways in more urbanized areas. In addition, this would be a form of compensation for the absence of direct State Aid allocations to these municipalities; notwithstanding the present County program of Aid to Municipalities under 5,000 population.

III. GENERAL POLICIES - continued

- D. It is recognized that there may be occasional differences between these policies and written participation policies of the Minnesota Department of Transportation. In those cases, participation will be negotiated by the County Engineer.
- E. When federal aid highway funds are utilized on a County highway project, this policy will be applied to the federal participating items and will be shared proportionally with the municipality. In the event federal or state grant funds are made available to a project on a lump sum basis, the County will determine the items for which those funds will be utilized.

IV. DEFINITIONS

5,000 and Over: A municipality of 5,000 population or more.

Accident Severity Factor: One element of the County's Traffic Signal Ranking System. This factor is used to measure the relative severity of accidents by differentiating between property damage and personal injury accidents in terms of cost.

Bikeway: A bicycle route, bicycle path, or bicycle lane.

1. Bicycle Route. A roadway or shoulder signed to encourage bicycle use.
2. Bicycle Path. A bicycle facility designed for exclusive or preferential use by persons using bicycles and constructed or developed separately from the roadway or shoulder.
3. Bicycle Lane. A portion of a roadway or shoulder designed for exclusive or preferential use by persons using bicycles. Bicycle lanes are to be distinguished from the portion of the roadway or shoulder used for motor vehicle traffic by physical barrier, striping, marking, or other similar device.

County: Hennepin County.

County Engineer: The County Engineer of Hennepin County or a designated representative.

Municipality: Any municipality or township within Hennepin County.

Permanent Traffic Signal: A traffic control signal system normally consisting of metal signal poles with mast arms and underground electrical systems with conduit, cable and handhole installations.

Priority Factor: A number which reflects the sum of the traffic volume factor, the accident susceptibility factor, and the accident severity factor in the County's Traffic Signal Ranking System.

IV. DEFINITIONS - continued

Routine Maintenance: Simple, small-scale activities, usually requiring minimal skills or training, associated with regular (daily, weekly, monthly, etc.) and general upkeep against normal wear and tear.

Storm Sewer: A drainage system usually consisting of one or more pipes connecting two or more drop inlets. The purpose is to convey surface runoff water from the inlets to an acceptable outlet.

Street and Pedestrian Lighting: All components normally installed for the purpose of street, and where present, sidewalk/trail illumination.

Standard Specifications: Minnesota Department of Transportation Standard Specifications for Highway Construction, latest edition and/or supplement thereto.

State Aid Manual: Manual published by the Minnesota Department of Transportation outlining State Aid policies and procedures.

State Highway: A highway under jurisdiction of the State of Minnesota.

Temporary Traffic Signal: A traffic control signal system normally consisting of wood poles with signal indications suspended on span wires and overhead electrical systems, or used mast arms and poles taken from other locations.

Trunk Line: Main conveyor of storm sewer system.

Under 5,000: A municipality or township under 5,000 population.

Utilities: Water, heating, electric, storm sewer, gas, sanitary, telephone, cable TV, telegraph, street lighting, fiber optics, etc.

V. ROADWAYS

The County's participation in roadway projects will be as follows:

A. Right of Way	
Under 5,000	100%
5,000 and Over	50%

The County will not participate in right of way for parking lanes requested by a municipality.

The County's percentage of participation in retaining walls and appurtenances constructed in lieu of right of way will be the same as for right of way. Routine maintenance shall be a municipality responsibility. Wall reconditioning/replacement costs shall be split at the same percentage as the original installation unless a

V. ROADWAYS - continued

municipality's population either rises above or falls below 5,000 between initial construction and subsequent reconditioning/replacement.

Right of way required for wetland mitigation and for surface water retention basins will be at the same participation ratio as the remainder of the project even if the locations of these facilities are not contiguous to the project.

B. Grading	
Under/5,000 and Over	100%
C. Surfacing	
Under/5,000 and Over	100%

The County will not participate in surfacing of parking lanes requested by a municipality.

D. Storm Sewer

The County's participation is based on the State Aid formula as defined in the State Aid Manual.

The following formula determines the percent eligibility for State Aid funds for trunk storm sewer and catch basins and leads. The formula allows for some contributing drainage areas outside of the State Aid right of way that still results in 100% eligibility for State Aid funds for the storm sewer system. The County's participation in State Aid eligible storm sewer costs (including trunk lines, catch basin/leads, and water quality/retention structures and basins) within the logical touchdown limits of the County highway will be at the percentage in the Cost Participation Summary below. The County will not participate in any portion of the drainage system not eligible for State Aid funding. Storm sewer cost participation for frontage roads shall be determined by the County Engineer.

Routine maintenance of catch basins and leads, and trunk lines serving the County roadway only shall be a County responsibility. Routine maintenance of trunk lines serving areas beyond the County roadway shall be a municipality responsibility.

State Aid Eligibility Formula

$$\% \text{ Eligible} = 25\% + \{(\text{State Aid Right of Way Area}) (F) / \text{Total Drainage Area}\} \times 100\%$$

F = 1.0 when the area outside State Aid R/W is predominately hard-surface (such as a commercial district)

F = 2.0 where the area outside State Aid R/W is predominately residential

V. ROADWAYS - continued

Cost Participation Summary

1. State Aid Eligible	
Under 5,000	100%
5,000 and Over	50%
2. Non-State Aid Eligible	
Under /5,000 and Over	0%

E. Concrete Sidewalk

New – Under/5,000 and Over 25%

Replacement - Under/5,000 and Over State Aid Eligibility or
100% Whichever is Less

Maintenance of sidewalk shall be a municipality responsibility.

F. Concrete Curb and Gutter (New or Reconstructed) Concurrent with County Construction Project

Urban/Suburban Typical Section

Under 5,000	75%
5,000 and Over	50%

Rural Typical Section*

Under 5,000	100%
5,000 and Over	100%

*Curb and gutter used to minimize project impacts

G. Concrete Curb and Gutter and Sidewalk for Medians (New or Reconstructed) Concurrent with County Construction Project 100%

H. Concrete Driveway Entrances (New or Reconstructed) Concurrent with County Construction Project

Under 5,000	75%
5,000 and Over	50%

I. Municipal Utility Relocation or Reconstruction

1. Initial installation performed without a permit or not in compliance with a County permit.	
Under/5,000 and Over	0%

V. ROADWAYS - continued

2. Relocation, reconstruction, improvement, or replacement of unserviceable existing facilities (County Engineer shall determine if existing facility is serviceable or unserviceable).
Under/5,000 and Over 0%
3. Relocation necessitated because of addition of parking lane requested by the municipality.
Under/5,000 and Over 0%
4. In-kind relocation required solely because of County construction procedures.
Under/5,000 and Over 100%
5. Adjustment of existing utility structures to accommodate elevation changes at the street surface. This includes items such as adjusting manhole castings and valve boxes. Lateral extension of utility appurtenances such as hydrants, water service valves, etc. required by the road construction are not included in this category unless they are required solely due to the addition of a parking lane requested by a municipality.
Under/5,000 and Over 0%

J. Private Utility Relocation or Reconstruction

- Utility is located outside County right of way and/or public purpose easement
 - Under 5,000 100%
 - 5,000 and Over 50%
- Utility is located within County right of way and/or public purpose easement
 - Under/5,000 and Over 0%

K. Noise Walls/Barriers/Mitigation Fences

- Under 5,000 100% of State Aid Eligibility
- 5,000 and Over 50% of State Aid Eligibility

The County will share as indicated with a municipality in the cost of noise wall/barrier construction and for fences constructed in lieu of noise walls/barriers. The cost of aesthetic features not eligible for State Aid funding shall be the responsibility of the municipality.

Routine maintenance shall be a municipality responsibility. Noise wall/barrier reconditioning/replacement costs shall be split at the same percentage as the original installation unless a municipality's population either rises above or falls below 5,000 between initial construction and subsequent reconditioning/replacement. The reconditioning/replacement of fences constructed in lieu of noise walls shall be the responsibility of the municipality, unless a separate agreement is made with the property owners.

VI. TRAFFIC SIGNAL SYSTEMS

As traffic volumes increase, the County is being faced with an expanding number of intersections where traffic signals are warranted in accordance with the Manual on Uniform Traffic Control Devices. Installation of marginally warranted traffic signals reduces the efficiency of moving traffic on the County highway system and consumes construction and maintenance funds more appropriately used on higher priority needs. The County must, therefore, be more selective in terms of which traffic signals are installed and the extent of County participation. The County has developed a Traffic Signal Ranking System which reflects traffic volumes and accident susceptibility and severity. This system will be utilized to determine priorities for new traffic signals (both temporary and permanent). As a general policy, the County will not normally install, or allow to be installed, traffic signals at intersections with a priority factor of less than 30. In addition, some elements of County participation may vary depending upon the factors in the Traffic Signal Ranking System.

Municipalities under 5,000 normally will not be required to participate in costs for traffic signal systems.

The County's participation in traffic signal projects with the Minnesota Department of Transportation, municipalities 5,000 and over and other agencies will be as follows:

A. Permanent Traffic Signal System Installations

The County will not normally install, or allow to be installed, traffic signals at intersections with a priority factor of less than 30.

At locations where traffic signals are warranted and have a priority factor of 30 or more in the County's Traffic Signal Ranking System, the construction costs shall be pro-rated as follows. The construction costs include all of the control equipment and standards, signal heads and related items, but does not include the costs of interconnect cable, conduit, and handholes necessary to coordinate traffic signals between intersections. These interconnect costs will be 100% County cost.

1. No Trunk Highways involved:

Two legs of the intersection or less are County roadways.	State Aid Eligibility or 25% Whichever is Less
---	--

Three legs or more of the intersection are County roadways	State Aid Eligibility or 50% Whichever is Less
--	--

2. Trunk Highways involved:

County participation shall be calculated as follows:

County cost share x (number of County legs ÷ total number of legs) x 50%

If no leg is city/private the County will pay 100% of the County share.

VI. TRAFFIC SIGNAL SYSTEMS - continued

B. Reconstruction of Existing Traffic Signal Systems

Where existing traffic signals are upgraded by installation of a new system, the County's share shall be twice that shown in Paragraph A of Section No. VI.

C. Temporary Traffic Signal Installations

The County prefers that permanent traffic signals be installed initially wherever feasible. In the event that permanent traffic signals are not feasible, the following cost participation policies apply for temporary traffic signal installations:

- The costs for temporary traffic signals installed only for traffic control during construction of a County project shall be paid 100% by the County.
- The municipality will pay the full cost of a temporary traffic signal and will not receive any credit for those costs when a permanent traffic signal is installed if, at the time the temporary traffic signal is installed, the accident severity factor is less than 10 or the priority factor is less than 40.

The following shall apply to temporary traffic signals where the accident severity factor is greater than or equal to 10 and the priority factor is greater than or equal to 40:

- For those temporary traffic signal projects with an accident severity factor greater than 19 or priority factor greater than 49, the municipality will receive credit for 75% of the temporary traffic signal cost when the permanent traffic signal is installed.
- For those temporary traffic signal projects with an accident severity factor of 10-19 or a priority factor of 40-49, the municipality will receive credit for 50% of the temporary traffic signal cost when the permanent traffic signal is installed.

D. Electrical power shall be furnished by the municipality. Source of power, including transformer, shall be provided by the municipality.

E. Maintenance for all traffic signals on County roadways shall be furnished by the County when the County is the road authority.

F. The entire cost of necessary equipment, installation and maintenance of any traffic signal emergency preemption equipment will be borne by the municipality.

G. Costs for County furnished equipment such as, but not limited to, controller cabinets, mast arms, poles, etc. will be apportioned the same as the traffic signal installation/reconstruction costs.

H. When street lighting is integral to the traffic signal pole, the cost will be included with installation.

VII. BRIDGES

The County's participation in bridge projects will be as follows:

Under/5,000 and Over Negotiation by County Engineer

VIII. LIGHTING

Under/5,000 and Over 50% of State Aid Eligible Costs

The County will not participate in the installation of new street lighting as long as the lighting adequately lights the County highway. The County will participate in the installation of pedestrian level lighting along sidewalks/trails if street lighting does not adequately light them or if the pedestrian level lighting can adequately light both the street and sidewalks/trails. Lighting shall become the property of the municipality. Participation in the relocation or reconstruction of existing street lighting will be on the same basis as for municipal utility relocation or reconstruction (see Paragraph I. of Section No. V.).

IX. BIKEWAYS AND MULTIPLE USE TRAILS

The County's participation will be as follows:

- A. Bicycle lanes on the highway
 - Under 5,000 and Over 100%
- B. Off highway bikeways/multiple use trails
 - New- Under 5,000 and Over 50%
 - Replacement- Under 5,000 and Over 100%

Hennepin County encourages the increased use of bicycles as a means of transportation. To that purpose, it will incorporate bicycle lanes or routes within the highway corridor when feasible and when the bicycle incorporation has logical utility.

Routine maintenance of off highway bikeways and multiple use trails will be the responsibility of the municipality.

X. LANDSCAPING

The County will participate in landscaping to the extent of allowable State Aid participation at a rate consistent with Section XVII. of this policy. The County will not participate in irrigation system costs.

Landscape materials installed shall become the property and maintenance responsibility of the municipality.

XI. UNDERGROUNDING OF OVERHEAD UTILITIES IN VEHICLE RECOVERY ZONE

As a means of enhancing the safety of the roadside, the County will share equally with the municipality in the State Aid eligible cost of undergrounding of overhead utilities in vehicle recovery zones as established in the State Aid Rules to a maximum amount consistent with Section XVII. of this policy.

XII. MULTI-MODAL SUPPORT

To the extent eligible for State Aid reimbursement, the County will share equally with the municipality in the cost of transit shelters, benches, hard paved surfaces at transit shelters and stops, and bicycle racks to provide options for travelers along the corridor. The furnishings shall become the property of the municipality

XIII. ENGINEERING

The County's participation in engineering includes design costs which are costs incurred prior to the award of the contract and contract administration costs which are costs incurred subsequent to the award of contract.

- A. Design and/or Contract Administration performed by the County and based on the municipality's share of contract construction.

Under/5,000 and Over

*Negotiation by County Engineer

- B. Design and/or Contract Administration performed by the municipality and based on the County's share of contract construction.

Under/5,000 and Over

*Negotiation by County Engineer

* Based on current Hennepin County costs.

XIV. LUMP SUM, PRO-RATA ITEMS

Proposal forms carry lump sum bidding requirements for the items of Mobilization (2021) and Traffic Control (0563).

Field Office and Field Laboratory (2031) are not, strictly speaking, lump sum pay items. However, their general characteristics are such as to require that they be handled the same as Mobilization. A municipality shall be charged a pro-rata share of the above items. Proration shall be based on a percentage factor applied to the cost amounts chargeable to

XIV. LUMP SUM, PRO-RATA ITEMS - continued

the County and the municipality for other construction items. Mobilization, Field Office and Field Laboratory, and Traffic Control are construction items and shall be subject to the negotiated percentage charge for engineering.

XV. INVOICE AMOUNT COMPUTATION

After bids have been received and a contract awarded, and also upon completion of construction, the unit prices shall be substituted for the estimated unit prices/quantities and the percentage ratio established originally shall be recomputed.

XVI. UTILIZATION OF TAX INCREMENT FINANCING

This policy has been included to address the use of Tax Increment Financing on County projects by municipalities. Tax Increment Financing limits expansion of the tax base for new development and, thereby, limits the availability of additional County Property Tax funding which might be used on the County highway system.

The County's participation in a project where Tax Increment Financing is utilized by a municipality will be as follows:

At the time a municipality is requested to approve the preliminary plans for a project, the municipality must identify, by resolution, whether it intends to use Tax Increment Financing for any portion of the project cost. If the municipality elects to use Tax Increment Financing from any Economic Development District for any portion of the project cost, municipal participation will be 50% of the total engineering and construction cost and 100% of the right of way cost for any portion of the project within that municipality.

XVII. ROADSIDE ENHANCEMENT PARTNERSHIP PROGRAM

The Roadside Enhancement Partnership Program has been incorporated into these policies and governs only those projects which are along County road corridors within municipalities located entirely within the Metropolitan Urban Services Area on December 8, 1998 and have been funded from the "Highway Enhancement" element of the 1999 Capital Budget which was established by the County Board of Commissioners on December 8, 1998 (Resolution No. 98-12-701R1).

County highway corridors in municipalities located wholly within the 1999 Metropolitan Urban Services Area (MUSA) were developed during an era when community interest and focus was on the accommodation of the automobile. As a result, those corridors tended to lack aesthetic roadside features and produced somewhat stark conditions with little visual appeal or consideration for mixed use, i.e. intermodal. The goal of the Roadside Enhancement Partnership Program is to enhance the roadside environment of such County highway corridors and bolster community support, in terms

XVII. ROADSIDE ENHANCEMENT PARTNERSHIP PROGRAM - continued

of both acceptance and financial assistance, for projects intended for such enhancement. In addition, the program is intended to increase traveler awareness that such corridors are under the jurisdiction of the County, but are also intended to support the economic viability and sustainability of the communities and neighborhoods through which they traverse.

Program Objectives:

The Roadside Enhancement Partnership Program objectives are to:

- remove unsightly roadside features
- establish the roadway as a good neighbor
- make a positive impression on roadway users
- increase motorist awareness that the road is a County highway
- improve safety for all types of travelers
- promote multi-modal use of the corridor

Program Prioritization for County Funding:

Enhancements Which Improve Corridor User Safety

It is important to improve corridor user safety for motorists, bicyclists, pedestrians and transit patrons as an element of a streetscape enhancement. When municipalities and community organizations develop corridor enhancement programs, the financial incentive offered by the partnership program will focus first on improvements which promote safety. Examples of safety improvements which may also be defined as enhancements to the streetscape include:

- undergrounding of utilities when poles lie within vehicle recovery zones
- construction of off-road bicycle paths which will remove bicyclists from the roadway
- construction of sidewalk where safety of pedestrian traffic, existing or projected, necessitates such action
- installation of transit stops to define locations for patrons and provide shelter from the elements
- installation of street and/or pedestrian lights

Enhancements Which Promote Multi-Modalism

In order to improve modal options available to citizens, the partnership program will provide financial incentive for improvements which offer an alternative to single occupancy vehicles as streetscape enhancements are developed. Examples of multi-modal improvements include:

- installation of transit shelters, benches and hard surface paving
- construction of bikeways and multiple use trails
- construction of sidewalks
- installation of bicycle racks

XVII. ROADSIDE ENHANCEMENT PARTNERSHIP PROGRAM - continued

Roadway Beautification

Although projects which promote corridor user safety and multi-modalism are of higher priority within the context of corridor enhancement, improvement of a corridor's visual aesthetic remains a strong priority of the partnership program. The partnership program is intended to restore an aesthetic appeal to the roadside and restore the County road corridor as a "good neighbor" within the community. Examples of roadway beautification elements include:

- planting materials and appurtenances which support their viability (does not include irrigation)
- installation of vertical elements (bollards, banner poles, etc.)
- installation of streetscape materials to establish a theme consistent with area architecture (does not include irrigation)

Screening/Separation of Adjacent Properties

Occasionally, it is necessary to screen abutting properties from a roadway corridor as a means of enhancing the visual aesthetics of the area. Separation of properties from the corridor may also serve to improve corridor user safety (fences separating parking lots from pedestrian ways).

Increase Awareness of County Highway Jurisdiction

In order to improve public awareness of the existence of a road as a County highway, the partnership program will provide a financial incentive for improvements which recognize the County's presence. Examples of elements which increase public awareness include:

- monuments at municipal entries which recognize the County
- roadway/roadside signage which identifies the road as a County route

Ownership/Maintenance of Improvements

The partnership program anticipates that municipalities will become owners of and will be responsible for the maintenance of enhancements financed by the County.

Partnership Program Funding Levels

County funding under the partnership program is not intended to further write down municipal cost participation if funding for these items is provided elsewhere in this policy or from other County funding sources.

Street Light Installation

50%

The partnership program will participate with municipalities to provide adequate, uniform street lighting for the safety of motorists, bicyclists and pedestrians.

Pedestrians Level Light Installation

50%

Where street lighting cannot serve the sidewalk or off road trail, the partnership program will participate in the cost.

If street lighting can serve the sidewalk or off road trail, the partnership program will not participate in the cost.

XVII. ROADSIDE ENHANCEMENT PARTNERSHIP PROGRAM - continued

Undergrounding of Overhead Utilities 50% or 33%

The partnership program will participate with municipalities based upon conditions that exist along the corridor. If the undergrounding is for safety purposes, the partnership program will contribute at a 50% level. If the undergrounding is to enhance the visual aesthetics of the corridor, the partnership program will contribute at a 33% level.

Note: The maximum partnership program contribution for undergrounding overhead utilities will be \$500,000 per centerline mile (project length) under the 50% level and \$330,000 per centerline mile (project length) under the 33% level.

Construction of Sidewalks for Pedestrian Safety 25%

The partnership program will participate where pedestrian safety, existing or projected, necessitates construction of sidewalks.

Enhancements that Promote Multi-Modalism 50%

The partnership program will participate to promote the use of transit by the public, including transit stops, shelters, benches, hard surface paving, bike racks, bikeways and multiple use trails.

Roadway Beautification 33%

The maximum partnership program contribution will be \$330,000 per centerline mile.

Note: Since surface treatments (color, scoring patterns, etc.) have limited visual impact on the motorist, the partnership program will not contribute toward the cost of the improvements.

Screening/Separation of Adjacent Properties 50%

The partnership program will participate equally with municipalities to provide security for corridor users. Examples of security improvements include fencing which separates parking lots from adjacent public bicycle and pedestrian ways and lighting at transit stops.

Increase Awareness of County Highway Jurisdiction Up to 50%

The partnership program will contribute up to 50% for monuments at municipal boundaries that recognize the County and the road as a County highway.

APPENDIX A

Municipalities Wholly Within the Metropolitan Urban Services Area on December 8,
1998

Bloomington
Brooklyn Center
Brooklyn Park
Crystal
Deephaven
Edina
Excelsior
Fort Snelling
Golden Valley
Greenwood
Hopkins
Long Lake
Medicine Lake
Minneapolis
Minnetonka
Minnetonka Beach
Mound
New Hope
Osseo
Richfield
Robbinsdale
St. Anthony
St. Louis Park
Shorewood
Spring Park
Tonka Bay
Wayzata
Woodland

Subject: Minnehaha Creek AIS Prevention Plan

Lake Minnetonka Mayors:

Please review the attached plan and associated materials. The Coalition of Minnehaha Creek Waters has been recently organized and has developed this plan and recommendations, which we believe addresses an urgent need.

The Lake Minnetonka Association, a member of the Coalition, fully supports this plan and we urge your support as well.

The recommendations in this plan will be presented to the Minnehaha Creek Watershed District at their meeting on August 9th (6:45 p.m. at the Freshwater Center).

I request:

1. You attend this meeting.
2. You forward this plan to your respective Councils.
3. You and your City express support for this plan.

I would be happy to meet with you, either in person or by phone, to discuss this plan and answer any questions you may have.

With the discovery of Chinese Banded Mystery Snails in Lake Minnetonka just last week, we are keenly aware zebra mussels were not the last AIS entering the picture and AIS issues and impacts will not go away. We realize this plan recommends bold actions, but we believe anything short of these actions will compromise our precious lakes and waters. AIS will not wait!

thanks for your consideration.

Dick Osgood

Osgood Consulting LLC - Managing Lakes & Ponds
Certified Lake Manager (Cert. No. 07-01M)

(952) 237-0969
(952) 470-4449 - Lake Minnetonka Association

Coalition of Minnehaha Creek Waters

AIS Myth Busters

Isn't moving docks and lifts from infested lakes the biggest concern?

Moving docks and lifts is one way that zebra mussels are moved to un-infested waters, but moving docks and lifts are not likely moving most other AIS. The new 21 day "dry time" law, if followed, should control much of this risk.

Geese and ducks carry milfoil and other AIS into lakes

Is it possible? Sure, but the studies show this not much of a risk. Indeed, 23 of 25 (92%) lakes in the Minnehaha Creek Watershed District with boat access (or connected to lakes with access) now have milfoil – pointing to access as the main mode of transmission.

Guess the game is over if we get zebra mussels?

No. There are dozens of other invasive plants, animals and pathogens nearing our area (see below).

Isn't it inevitable that we will get them all?

No. While no prevention method or strategy is 100% iron-clad, the plan we are recommending greatly decreases the likelihood of AIS introductions.

You can't decontaminate it away.

You can if you have the correct equipment and protocols.

But isn't the outbound inspection model with decontamination the right technique to stop the spread of zebra mussels to other lakes?

Outbound inspections COULD work for zebra mussels if done rigorously and if EVERY lake with zebra mussels had outbound inspections and decontamination. Random decontaminations are not catching many boats leaving infested lakes. Case in point is the July 2012 zebra mussel infestation at Pelican Lake in Crow Wing County and Lake Minnewashta in Todd County. Containment models alone (outbound inspections with decontamination) do not stop the spread.

More importantly, outbound inspection and decontamination doesn't stop the next AIS from entering a lake. Zebra mussels are just the current "AIS poster child" from the DNR, so they are getting all of the air-time and people think it is the only threat we need to worry about. Unfortunately, the list of AIS coming to our MN lakes is more threatening than zebra mussels.

The List Includes:

Plants

- *Brazilian waterweed*
- *Brittle naiad*
- *European frog-bit*
- *Giant salvinia*
- *Hardy hybrid water lily*
- *Hydrilla*
- *Phragmites spp. (invasive subspecies)*
- *Salt-cedar*
- *Water chestnut*
- *Water hyacinth*
- *Water lettuce*
- *Yellow iris*

Animals

- *Asian carp – bighead, black, grass, silver*
- *Faucet snail*
- *Mute swan*
- *Mystery snails – Chinese, Japanese, banded*
- *New Zealand mud snail*
- *Northern snakehead*
- *Quagga mussel*
- *Round goby*
- *Ruffe*
- *Rusty crayfish*
- *Sea lamprey*
- *Spiny waterflea*

Pathogens

- *Viral hemorrhagic septicemia (VHS)*
- *Largemouth Bass Virus (in Lake Minnetonka)*



For more information, contact Joe Shneider, chair of the Coalition of Minnehaha Creek Waters.

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612-209-2075

Talking points for the MCWD AIS Plan

The case for acting

1. **AIS are not waiting for us to get organized**... or for the DNR to get "ramped up". New AIS are quickly moving to MN... DNR declared infestations are ramping up... "Weekly!"... and boater compliance is waning according to the DNR's own data despite bursts of education and media coverage.
2. **"Stopping the spread" is the only goal, and prevention is the technique.** Stopping the spread is the DNR's legislative directive, yet they have never had a plan to stop the spread. Instead, the DNR has been working to simply "slow the spread" through education, awareness, spot inspections and decontamination.
3. **The war against AIS is not about zebra mussels**... and the war is not over if ZM's are kept out... because ZM's are not the worst of the coming aquatic invasive species.
4. **The AIS "threat list" is long**... and the DNR isn't talking about it so their messaging can be simple. Other AIS threats include quagga mussels (bigger and more damaging than ZM's), spiny water fleas, rusty crayfish, and among a larger list... the biggest fear of all... Hydrilla... described as Milfoil on steroids
5. **Most of these AIS threats are prevented with inbound inspection and decontamination.**
6. **The DNR has failed and continues to fail in the war against AIS.** They lost the war on Eurasian watermilfoil and they are losing the battle on ZM's. We now have legislation letting LGU's act, but the DNR is too proud to ask for help. In the meantime, they are getting marginalized by other LGU's who are refusing to wait for the DNR... Carver County and the MCWD working together to protect Lake Minnewashta... Shorewood protecting Christmas Lake... the Minneapolis Parks and Recreation Board protecting the chain of lakes... these are just a few local examples.
7. **Now is the time for us to act! It's time to stop the spread of AIS.** "If we keep doing what we are doing, every popular lake will get every invasive species!" Future generations are counting on us. The AIS battleground is here and now in Minnesota!

We are proposing a big, bold solution for the waters of the Minnehaha Creek watershed.

1. This plan was developed by a coalition representing most of the lake/creek associations of the Minnehaha Creek Watershed: Pierson Lake, Gleason Lake, Lake Minnetonka, Lake Minnewashta, Wasserman Lake, Christmas Lake, Mooney Lake, Minnehaha Creek Corridor and others.
2. **Every boat and trailer must be AIS-free before entering the water** to stop the spread. All the AIS experts agree on that boats and trailers are the primary movers of AIS.
3. **Inspection and decontamination (if needed) help make boats AIS-free.**
4. **The cost for inspectors is very high** and we cannot afford to put inspectors and decontamination facilities at every landing. There simply isn't enough money to make it that convenient for the boating public.
5. **Sharing inspectors** to serve a group of public boat accesses is the key way to drive the cost down. Using an approach known by governments and private businesses... centralization drives cost down. While do everything at the landing

Talking points for the MCWD AIS Plan

provides the greatest convenience for the boating public, it has the highest cost... so high that it is simply unacceptable as the solution. Using shared (regional) inspection stations allows the costs to be driven down significantly but has a tradeoff in convenience as boaters will have to travel to a regional inspection station to get inspected and decontaminated (if needed).

6. **Electronic gates are required** at every public access to ensure that boats entering the water have been inspected. If you still need people at each landing to check the boats, you have driven the costs back up. The cost of paying to have a "checker" at every landing is between \$30,000 and \$40,000 per landing every boating season.
7. **AIS-free boats get a "one-time use code"** from the regional inspection station that gives them access through an electronic gate to enter the water... just like the controls you find at self-service gas station car washes.
8. **A mix of 5 regional and 4 dedicated inspection sites** provides a good balance of cost containment and convenience for the Minnehaha Creek waters. Dedicated inspection sites will be used at some high volume public accesses as an approach to increase the convenience factor. The plan recommends building 4 regional inspection stations now, with a 5th one to be built down the road if needed. In addition, 4 dedicated inspection sites will be established at locations likely to include: Gray's Bay access on Minnetonka, the North Arm access on Minnetonka, the Three Rivers Park District access on Minnetonka and the Lake Minnewashta Regional Park.
9. **Matching capacity with demand** allows us to keep the costs down. Just because we will have 5 regional inspection stations, we don't have to operate each of them all the time. We can vary the hours of operation based on the demands we experience. Likewise, each of the dedicated inspection sites at high volume locations do not need to be operated all of the time. By having electronic gates at every public access, we can still have the control we need to ensure that only AIS free boats are allowed to enter the water.
10. **Private marinas must have inspectors** to confirm boats are AIS free before they are allowed to launch. It is logical for the private marinas to have decontamination capabilities, but boats needing decontamination could be sent to a regional inspection facility to be decontaminated.
11. **Closing some low volume public accesses** should be considered, but this will be controversial and there is no defined list at this time.
12. **Other private launches must be gated or closed.** There are any number of local boat accesses restricted to a group of homeowners or some small homeowner associations. Each of these accesses needs to be controlled if the spread of AIS is to be stopped. These accesses can either be gated as part of the overall electronic gate solution, or they must be closed down. "Volunteer checkers" from the local association will not be an acceptable part of the solution.
13. **The Minnehaha Creek Watershed District should be the local government unit** to drive this solution. They are uniquely positioned. They already have 28 of the 29 cities in the MCWD supporting the MCWD to lead them in the war against AIS. They are a taxing authority and can raise the money to make this work.
14. **A cost-sharing arrangement must be established** with all parties that benefit from this arrangement including Hennepin and Carver counties, the 29 cities, Three Rivers Park District, The Minneapolis Park and Recreation Board, the lake

Talking points for the MCWD AIS Plan

associations, and more. Unfortunately, given the speed of government, there isn't sufficient time to work out this cost-sharing model for the 2013 season.

15. **The first year costs are just over \$2.4 million.** This includes \$1.3 million in one-time capital costs for the acquisition and establishment of the regional inspection stations, purchasing and installing the gates, etc. The operating costs for the first year are just over \$1.1 million. Even though this is a very large number, we stagger some of the one-time costs to subsequent years. Specifically, we have delayed installing 30% of the gates to 2014 and we have delayed establishing the 5th regional inspection facility to 2015.
16. **The Minnehaha Creek Watershed District should fund the year 1 costs** because the spread of AIS is not on hold while we get those details set. As there are many one-time capital costs in the first year, perhaps some portion of these can be recouped as the cost sharing arrangement gets put in place for 2014.
17. **Many details need to be worked out,** but there is time as we prepare for the 2013 boating season. Among other tasks, land needs to be secured for the regional inspection facilities, gates need to be installed, agreements must be enacted with LGU's, marinas, private associations, etc.
18. **A program manager needs to be appointed ASAP** to drive this solution so that it is ready for the 2013 boating season. This needs a "take no prisoners" leader.
19. **This plan must be coordinated with the work of the MCWD AIS Task Force,** but it must not delay any of this effort. This point is relevant only to the MCWD.

"It's time to act!"

1. **We need your support!**

MCWD 2013 Aquatic Invasive Species Prevention Plan
Prepared by the
Coalition of Minnehaha Creek Waters

This plan was developed by the Coalition of Minnehaha Creek Waters (CMCW) for consideration and adoption by the Minnehaha Creek Watershed District to protect the waters of the District from the devastating long-term effects of current and future aquatic invasive species. The CMCW is a new organization comprised of many of the lake and creek associations in the Minnehaha Creek watershed.



Executive Summary

Aquatic Invasive Species (AIS) will continue to infest lakes and waterways in the Minnehaha Creek Watershed District unless a different set of clear and decisive actions are taken to prevent their spread. The MN Department of Natural Resources' current path of improving public awareness, inspecting and decontaminating a small cross section of watercraft entering/leaving a lake, and enforcing current laws with fines and penalties has not worked.

Following the leads of other aggressive organizations, the Minnehaha Creek Watershed District (MCWD) envisions an approach where every watercraft entering an access point into public waters be inspected and deemed free of AIS. This document provides an overview of a plan to meet this MCWD vision.

This plan includes a mixture of dedicated inspection and decontamination stations (Insp/Decon) along with regional Insp/Decon stations. The regional Insp/Decon stations will be located in areas convenient to a logical group of lakes and are coupled with unattended control mechanisms. This dedicated and regional approach reduces the cost of inspection/decontamination at every access and increases the coverage dramatically while continuing to provide ready access to lakes and waterways.

The economics of using a regional inspection and decontamination approach is unquestionably compelling, as explained in the section below. Nonetheless, this is an expensive program with nearly \$2.6 million required for year 1, including nearly \$1.5 million in one-time capital costs. For higher convenience to large numbers of boaters, we have included 4 dedicated inspection and decontamination facilities. Eliminating these dedicated facilities decreases the year 1 cost by over \$500,000, but results in a less palatable solution. Final design work should strive for fewer dedicated facilities to improve the economics.

Cost sharing must be designed so that the MCWD is not the sole contributor to fund this program. Every involved local government unit and lake association will benefit from this AIS prevention program and must be positioned to contribute funds on an annual basis. AIS will not wait for the cost sharing model to be defined, so it is our suggestion that the MCWD fund the year 1 costs. The cost sharing model work must start now to be in place for 2014.

Compelling economics

Considering an "inspection only" process, the costs of using a regional (shared) inspection model are substantially less expensive than inspecting at each access. As an example, sharing a regional inspection station across 5 lake accesses over 3 years is 36% less costly when all major costs are considered. Over a 5 year horizon the savings increases to 53%.

Expanding this model to include decontamination, the 3-year cost savings are 60% less and 68% over 5 years. To bring reality to these savings percentages, inspecting and decontaminating at 5 landings would cost \$1,000,000 over 3 years, and it is reduced by \$600,000 to \$400,000 using a regional approach. The 5-year cost of inspecting and decontaminating at 5 landings is \$1,600,000, and it is reduced by \$1,080,000 over 5 years to \$520,000.

While there are other one-time and other operating costs, they are not significant as compared to the primary cost elements. In every way, the regional model presents a critical and compelling approach to get more value from every dollar spent in the effort to stop the spread of AIS.

Background

For many years, Aquatic Invasive Species (AIS) have been spreading into the lakes and waterways of the state of Minnesota. The impacts due to AIS are well documented as non-native species breed exponentially and can limit recreational activities and alter aquatic ecosystems by displacing native species. Annual costs for prevention and cleanup to lake users, riparian homeowners and the public add to the millions of dollars. This is true for Eurasian milfoil, zebra mussels, Asian carp and many other species that have been unintentionally introduced into our waterways.

Prevention methods have largely centered on educating the public on AIS and how to prevent their spread. Low levels of DNR-provided training at various lake access points combined with low levels of enforcement of laws by conservation officers and peace officials are also part of the strategy. These approaches to AIS prevention have been designed to minimally impact the boating public and to maintain the "free and unfettered access" to our public waters that has long been a mainstay of our Minnesota culture.

Unfortunately, these activities have apparently only served to slow the spread of AIS in the best case, but have not prevented the spread of AIS.

Current Status

Given that the MN DNR and the watershed districts raised the alarms to lake associations and other stakeholders around the state in 2009, 2010, and 2011, there was great anticipation that strong and swift action would be taken by the DNR and other local government units in 2012 to prevent the spread of AIS.

However, despite the additional resources that were allocated to the MN DNR in 2011 and 2012, rates of compliance are deteriorating and more waters are being added to the infested waters list. The

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current MN DNR programs are not stopping the spread, and without more aggressive approaches, the likelihood that AIS spread can be prevented is extremely low.

New Minnesota AIS laws were enacted in 2012, with critical provisions effective as of July 1, 2012. Among other things, these new laws recognize that the MN DNR cannot meet the challenge of stopping the spread of AIS without enlisting the help of local government units (LGU's) and lake associations. The 2012 AIS legislation now allows a local government unit to establish inspection and decontamination capabilities with all the powers of the MN DNR AIS inspectors, including the ability to establish multi-lake inspection and decontamination stations. These provisions in the 2012 AIS legislation enable the approaches outlined in this plan.

Future State

The current laws and regulations enable the MCWD to provide a much stronger course of action than those currently in place. With the direct agreement and support of several key lake associations in the watershed, this plan has been developed to implement 100% inspections of all watercraft entering a waterway for AIS. Boats found to fail the inspection standards (provided by the DNR and enhanced by the MCWD) will be directed to be decontaminated before being allowed to enter the water.

This approach will inconvenience the boating public more than today, but has been designed to dramatically improve our results in preventing the spread of controllable AIS.

Success Statement

Success is achieved when the spread of Aquatic Invasive Species is stopped while maintaining free (but not unfettered) access to public lakes and waterways at the lowest possible cost.

Slowing the spread of AIS is not considered success.

Parameters to be optimized

These parameters will need to be optimized to provide a solution that best meets the needs of all stakeholders. These are:

1. AIS prevention for our lakes and waterways
2. Access to all public lakes and waterways as required by current law
3. Cost of prevention
4. Convenience to the boating public

Stakeholders

Stakeholders who will participate in developing, implementing and enjoying the benefits of the solution include:

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Municipalities	MN DNR	Park Users
Counties	Watershed riparian homeowners	Park and Recreation Departments
Watercraft Users	Anglers	Fishing businesses
Lake Associations	Creek Associations	Watershed Districts
Private marinas	Organizations with private access	Other local government entities

Proposed Solution

The key elements of our proposed solution include:

- 100% inbound watercraft inspection for AIS
- Dedicated and Regional AIS Inspection/Decontamination stations
- Unattended access controls at public access points
- Communications program

These elements are discussed in the paragraphs below.

100% inbound watercraft inspection for AIS

All watercraft intending to launch at a public access must pass the MN DNR's AIS inspection and a more aggressive set of inspection protocols to be adopted by the MCWD. This requirement will be the same for everyone from infrequent day users to riparian homeowners.

Dedicated Insp/Decon stations will be established at high volume accesses and participating private marinas, and in addition, cost-effective Insp/Decon stations will be established regionally to serve multiple accesses.

Special agreements must be executed with private accesses that prohibit their use for the express purpose of stopping the spread of AIS. Prohibiting launching from private accesses helps ensure that only watercraft that have passed the AIS inspection are allowed to enter our Minnesota waters.

Inspection records will be maintained to record key data about the watercraft, trailer, and operator, as well as the inspection location, date, time and the results of the inspection.

An access code that allows launching at any unattended access control point is provided to watercraft passing inspection. Watercraft that do not pass inspection are not provided with an access code.

The access code allows the watercraft to be launched and removed only once and will only be valid for use on a specific date. For the convenience of launching in the early morning hours, an inspection may be done after 6 pm on the evening prior to the intended launching on the following day.

Watercraft that do not pass inspection will be directed to the decontamination stations. Operators choosing not to be decontaminated will be issued a "Notice of Failed Inspection" and the MN DNR will be notified.

Dedicated and Regional AIS Inspection/Decontamination stations

Dedicated Insp/Decon stations will be used for select high volume public accesses and for participating private marinas. Automated control gates can be used at public accesses for unattended access when

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staff are not available, but are not likely to be needed at private marinas where other security mechanisms are already in place.

Regional AIS Insp/Decon stations will be used to achieve the significant cost savings versus having an Insp/Decon station at all other accesses. The Regional AIS Insp/Decon stations will issue access codes to watercraft that pass inspection. Watercraft inspected at a regional Insp/Decon station can gain access through any unattended access gate in the MCWD solution.

Electronic communication is required between the regional AIS Insp/Decon stations and the unattended access controls at the public access points to authorize access codes.

Staff at each AIS Insp/Decon stations will conduct the inspection and decontamination in compliance with the MN DNR AIS guidelines and the more aggressive protocols required by the MCWD.

Staff at each AIS Insp/Decon stations must be trained to manage conflict with watercraft operators who may be upset with the process or the resulting actions from their AIS inspection and decontamination.

Behavioral change management approaches will be in use at the Insp/Decon stations to help drive correct operator behaviors in a positive, reinforcing manner.

Regional and dedicated accesses will be open based on expected demand. One very low volume days, the open inspection stations can be throttled back to a minimum. That will affect the boater's convenience, but will help keep the operational costs low. Likewise, when expected demand is very high, all of the inspection stations can be operating. We should consider posting the inspection station operating hours schedules on the MCWD website.

Unattended access controls at public access points

Electronically controlled gates will be used at all public access points for unattended access control of watercraft that pass inspection. In this way, dedicated inspection sites that are not staffed and operating at any particular time can still be used for access.

These gates will be configured with keypads to accept the access codes for watercraft that have passed the AIS inspection. The gates will also be configured with Knox box or other approaches for public safety and maintenance needs.

These gates are commercial quality and must be professionally configured, installed and maintained. In addition, professional support must be arranged to ensure speedy repair of gates that are not operational.

Access codes will be distributed for watercraft that pass inspection at the Regional AIS Inspection/decontamination stations.

A central customer service center will be established to facilitate access issues that arise. A few of the expected issues include:

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- Lost access codes
- Access gates not responding to valid codes
- Access gates not operating

Communications program

Any new program that requires large numbers of people to change their behaviors and attitudes needs an effective communications program designed for this need. This AIS prevention plan requires those kinds of outcomes and thus needs an effective communications program. Change management experts working with communications experts have proven approaches that can be leveraged to achieve our objectives. Hennepin County's pilot program at the North Arm ramp at Lake Minnetonka is a great example of using behavior change management to achieve a better result in the fight against the spread of AIS. There are a number of steps required to create the effective plan and to execute it to achieve the results, but there are any number of people and organizations that will be able to help us make this happen.

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Assumptions

1. The scope of this plan includes the lakes within the Minnehaha Creek Watershed District.
2. Watercraft operators wishing to use a launch ramp must be inspected each day for access.
3. Decontamination is an integral part of this design.
4. This plan does not specifically include decontamination or watercraft operator contact at the public access for watercraft exiting the lake. Therefore, this design does not require personnel at every public access; dramatically reducing the operating cost.
5. Five (5) Regional AIS Insp/Decon stations will be required for more than 20 lakes in the Minnehaha Creek Watershed District with public accesses. This is based on an average of 6 public accesses per AIS Insp/Decon station. Early designs call for four Insp/Decon stations to ring Lake Minnetonka (NW, NE, SE and SW corners) and one more Insp/Decon stations to service the Minneapolis lakes.
6. Annual maintenance costs for the Regional AIS Insp/Decon stations is assumed to be \$5,000 per station.
7. The private marinas on Lake Minnetonka with the capability to launch watercraft are estimated at fifteen (15). These private marinas will have the option of paying for an inspector during all operating hours or complying with the "no launch" rules. These costs are not included, as they will be pass-through costs.
8. The count of electronic gates is assumed to be 30, based on a count of public accesses on the lakes in the MCWD (including 9 on Lake Minnetonka).
9. A cost of \$15/hour has been used for inspectors, and includes management oversight.
10. The one-time cost for electronic control gate(s) at each public access are assumed to be \$30,000, which includes professional installation, electric installation, telecommunications installation, and signage.
11. Annual gate maintenance and repair is assumed to be \$2,000.
12. Annual decontamination equipment maintenance and repair is assumed to be 10% of the initial acquisition cost
13. 70% of the gates will be installed for 2013, and 100% for 2014. The gate on Christmas Lake is already installed.
14. The first 4 Regional Inspection and decontamination stations will be operating for 2013, and the 5th station, if needed, will be operating in 2015.
15. Access code is good for one time access at any lake access except private marinas.
16. Dedicated inspection stations do not need the ability to issue access codes.
17. Private marinas will not have unattended access gates to validate the access codes. Private marinas may charge for on-premise inspection and decontamination.
18. Access codes expire within 2 hours of inspection (this shouldn't be a problem for the vast majority of boaters)
19. Access codes issued after 6 pm expire at 7 am the following morning (primarily for the convenience of early morning anglers).
20. Only one access code can be in effect for any watercraft at any time. This prevents a clean boat from being used to get multiple access codes to give to uninspected watercraft operators.

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21. This is a 1-factor identification system... "something you have"... an access code. A better solution would incorporate RFIDs tag on the boat to ensure that the boat inspected is the boat that gains access.
22. \$15/hr. inspector costs per hour in 2013 includes the management labor as well. This rate will increase by 3% annually
23. The on-going program management labor will increase at 3% annually
24. Inspectors will have 8 hours of initial training and 2 - 2 hour refresher sessions during the season.
25. The call center services will be procured by leveraging some existing 24x7 call center. The volume of call expected is not high and the incremental work to an existing call center will be minor.

Players and actions required

Minnesota Department of Natural Resources (MN DNR)

By state statute, the MN Department of Natural Resources is responsible for the public waters throughout the state of Minnesota. The DNR has the authority to authorize local government units to perform AIS inspections and decontamination at individual ramps and in multi-lake scenarios. Plans such as this must be submitted and approved by the DNR.

The MN DNR operates several public boat accesses on Lake Minnetonka (i.e. Gray's Bay on Lake Minnetonka). In addition, the DNR has a number of access agreements with the governmental organizations that operate boat accesses on land that the LGU's own (i.e. the City of Shorewood for the boat access at Christmas Lake).

For this program to move forward, the DNR needs to:

1. Authorize the MCWD as the LGU operating dedicated and multi-lake inspection and decontamination facilities in conjunction with the approval of this plan.
2. Certify and train the MCWD staff at the dedicated and regional AIS Insp/Decon stations as "Authorized – Level 2 AIS inspectors" as defined in the June 27, 2011 draft.

Minnehaha Creek Watershed District (MCWD)

The Minnehaha Creek Watershed District is the regional governmental unit responsible for managing and protecting the water resources of the Minnehaha Creek watershed, located in the area including and immediately west of Minneapolis, Minnesota. The District was established in 1967 under the Minnesota Watershed District Act, which recognizes that hydrologic boundaries rarely match political boundaries. The 1955 act established watershed districts to integrate water management efforts between city, county and state agencies.

The District covers approximately 181 square miles that ultimately drain into the Minnehaha Creek (which then enters the Mississippi River). The watershed includes natural treasures such as Minnehaha Creek, Lake Minnetonka, The Minneapolis Chain of Lakes and Minnehaha Falls. There are eight major creeks, 129 lakes and thousands of wetlands within the MCWD. The MCWD also includes all or part of 27 cities and two townships in Hennepin and Carver Counties.

The MCWD represents one of the most popular recreational lakes in the Metropolitan area, Lake Minnetonka. Lake Minnetonka is now listed as a zebra mussel-infested lake, while many of the surrounding lakes within the MCWD are still listed as being free of zebra mussels. MCWD is a leading advocate for acting now on a solution to prevent the further spread of zebra mussels and to prevent the infestation by other AIS.

For this program to move forward, the Minnehaha Creek Watershed District needs to:

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1. Plan for sufficient funding for the 2013 boating season. Cost sharing with other organizations benefitting from this program will need to be defined for the 2014 boating season.
2. Pass resolutions to enable all elements of this program. Work must begin now for this program to be operational for the 2013 boating season.
3. Establish the regional AIS Insp/Decon stations, including the trained staff and management.
4. Establish unattended access controls at public landings on MCWD lakes
5. Establish pricing for on-site AIS inspectors for use at launch private marinas and other private landings.
6. Coordinate these recommendations with the work of the MCWD AIS Task Force, so as not to delay the implementation of the program.
7. Hire the leaders to implement and operate the program

Municipalities with public accesses

There are many cities and towns in the MCWD that own the land and operate public boat accesses.

Each of these municipalities will need to pass resolutions to allow the MCWD to implement this plan to accomplish the goal of 100% inbound inspection. As an example, the City of Shorewood owns and operates the public launch ramp on Christmas Lake. Shorewood, a leader in AIS prevention activities, passed a resolution in 2011 that enabled an unattended access gate to be installed, and another resolution to allow the MCWD to provide AIS inspectors at the public access for the 2012 boating season.

In addition, the municipalities must be prepared to participate in a cost-sharing model for 2014 and beyond.

Carver County and Hennepin County

Carver County and Hennepin County own land and operate public boat accesses on lakes in the MCWD.

For this program to move forward, the Counties will need to pass resolutions to allow the MCWD to implement this plan to accomplish the goal of 100% inbound inspection. In addition, the counties must be prepared to participate in a cost-sharing model for 2014 and beyond.

Three Rivers Park District (TRPD)

The Three Rivers Park District owns land and operates public boat accesses on lakes in the MCWD. The TRPD's charge is to acquire, develop and maintain large park reserves and regional parks and trails for the citizens of suburban Hennepin County, the metro area, and the State.

For this program to move forward, the TRPD will need to pass resolutions to allow the MCWD to implement this plan, working with the TRPD, to accomplish the goal of 100% inbound inspection. In addition, the TRPD must be prepared to participate in a cost-sharing model for 2014 and beyond.

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Minneapolis Park and Recreation Board (MPRB)

The Minneapolis Park and Recreation Board is responsible for 17 lakes and ponds in Minneapolis with nearly 1,500 acres of lakes. The MPRB's mission is to permanently preserve, protect, maintain, improve, and enhance its natural resources, parkland, and recreational opportunities for current and future generations.

In 2012, the MPRB took very aggressive steps to protect their lakes from further infestations of AIS.

For this program to move forward, the MPRB will need to pass resolutions to allow the MCWD to implement this plan, working with the MPRB, to accomplish the goal of 100% inbound inspection. In addition, the MPRB must be prepared to participate in a cost-sharing model for 2014 and beyond.

Private Marinas

There are a variety of private marinas that have launch facilities for their customers. These accesses must be controlled if the spread of AIS is to be prevented.

For this program to move forward, these private marinas may choose to pay the MCWD for AIS inspectors, or they may develop other more creative arrangements as are done in Lake Tahoe. Nonetheless, every private marina must have a controlled access.

Coalition of Minnehaha Creek Waters (CMCW)

The newly formed coalition of associations, representing most of the major waters in the Minnehaha Creek Watershed, has endorsed this plan and urges its rapid implementation to stop the spread of AIS. This coalition is comprised of associations of every size from the very large Lake Minnetonka Association to the very small Mooney Lake Association. By forming the coalition, these associations intend to have a larger voice in influencing AIS prevention and other actions. Homeowners in waters represented by the CMCW fund the majority of the AIS prevention costs as well as the majority of the ongoing costs to keep the invasives in check so that everyone can enjoy the waters. In addition, these associations volunteer significant amounts of time to help protect these waters. The CMCW believes that this plan will provide substantially more value for every homeowner dollar and every hour than is currently experienced.

The CMCW has no specific actions required to make this program successful, although they will need to help convince lawmakers as well as the stakeholders on the need to support and approve this program for 2013 and beyond.

Lake Minnetonka Conservation District (LMCD)

The Lake Minnetonka Conservation District is regional government agency established to protect and preserve Lake Minnetonka. The LMCD currently operates AIS inspections at a number of landings on

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Lake Minnetonka, however the LMCD has not established a 100% inbound inspection requirement, nor do they have decontamination facilities.

For this program to move forward, the LMCD may need to pass resolutions to allow the MCWD to implement this plan to accomplish the goal of 100% inbound inspection. In addition, the LMCD should be prepared to participate in a cost-sharing model for 2014 and beyond.

Christmas Lake Homeowners Association (CLHA)

The Christmas Lake Homeowner's Association is comprised of lakeshore homeowners that work to grow an engaged community around lake activities and to preserve the quality of the lake resource for the future. The CLHA owns an AIS decontamination unit that will be turned over to the MCWD for use in this plan.

Associations of Minnehaha Creek Waters

The individual associations of the CMCW expect to fund some portion of this plan in a cost-sharing model for 2014 and beyond. That funding could potentially include the unattended access controls or the ongoing operational costs of AIS prevention.

In addition, the associations will need to ensure that all private landings on their lakes are identified to the MCWD so that the accesses can be controlled.

Private Lake Associations

There are a variety of private lake associations that maintain accesses for the convenience of their members and guests. These accesses must be controlled if the spread of AIS is to be prevented. These private associations have a variety of options from installing access control gates, to paying the MCWD for AIS inspectors, to shutting off the access. Arrangements must be made with every private lake association to have controlled accesses.

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Costs

The costs have been broken out by year into one-time and operating costs and have been depicted over a 5-year horizon. A phased deployment begins in 2013 to cover all in scope waters in the Minnehaha Creek Watershed District area.

The Inspection labor costs are calculated based on the inspection station mix shown in the Operational Scheduled below. It represents a best guess of the amount of capacity to have operating across the dedicated and regional inspections stations based on the season. At any given time, the operational capacity of inspections stations in use will be determined based on estimated demand. As time goes on, the ability to estimate demand will get more accurate.

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Basis	2013	2014	2015	2016	2017	5 yr total	Notes
Operating costs							
Inspection labor for Dedicated AIS inspection sites	414,206	426,632	439,431	452,614	466,192	2,199,074	See labor cost buildup tab
Inspection labor for Regional AIS inspection sites	469,131	483,205	622,127	640,791	660,014	2,875,269	See labor cost buildup tab
Inspector training for Dedicated AIS inspection sites	5,040	5,191	5,347	5,507	5,673	26,758	See labor cost buildup tab
Inspector training for Regional AIS inspection sites	5,760	5,933	7,638	7,868	8,104	35,303	See labor cost buildup tab
Gate maintenance and repair	42,000	60,000	60,000	60,000	60,000	282,000	See assumptions
Call center costs	15,000	15,450	15,914	16,391	16,883	79,637	Ballpark estimate
Educational handouts	8,000	10,000	10,000	10,000	10,000	48,000	Ballpark estimate
Communications	20,000	10,000	5,000	5,000	5,000	45,000	Ballpark estimate
Regional AIS insp. station maintenance	20,000	20,000	25,000	25,000	25,000	115,000	See assumptions
Maintenance for Dedicated site decontamination equipment	8,000	8,000	8,000	8,000	8,000	40,000	See assumptions
Maintenance for Regional site decontamination equipment	8,000	8,000	8,000	8,000	8,000	40,000	See assumptions
Program management	100,000	103,000	106,090	109,273	112,551	530,914	This is a new F/T employee
Total operating costs	1,115,137	1,155,411	1,312,547	1,348,443	1,385,416	6,316,955	
One-time costs							
Acquire land for Regional AIS inspection stations	\$50,000	0	50,000	0	0	0	250,000 See deployment plan
Establish Regional AIS inspection stations	\$30,000	0	30,000	0	0	0	150,000 See deployment plan
Install gates	\$30,000	270,000	0	0	0	0	870,000 See deployment plan
Implement access code management solution	\$20,000	0	0	0	0	0	20,000 Ballpark estimate
Acquire decontamination equipment for Dedicated sites	\$20,000	0	0	0	0	0	80,000 See deployment plan
Acquire decontamination equipment for Regional sites	\$20,000	0	20,000	0	0	0	100,000 See deployment plan
Implement communications program	50,000						50,000 Ballpark estimate
Program Manager	150,000	25,000	50,000				225,000 Ballpark estimate
Total one-time costs	1,300,000	295,000	150,000	0	0	0	1,745,000
Total costs	2,415,137	1,450,411	1,462,547	1,348,443	1,385,416	8,061,955	

Operational schedules

Inspection station mix

Season	Timeframe		Days	Weeks	Hours of inspection		Dedicated stations (4 total)		Regional stations (5 total)	
	Start date	End date			Start	End	Weekdays (M-F)	Weekends (S-S)	Weekdays (M-F)	Weekends (S-S)
Spring	4/15/12	5/31/12	47	6.7	500	2000		2	2	5
Summer	6/1/12	9/10/12	102	14.6	500	2200	4	4	5	5
Fall	9/11/12	10/31/12	51	7.3	500	2000		2	2	5
Winter	11/1/12	4/14/13	165	23.6	0	0				
			365	52.1						

Phased deployment plans

	2013	2014	2015	2016	2017
Gates					
Deployment	70%	100%	100%	100%	100%
New gates	20	9	0	0	0
Total gates	21	30	30	30	30
Dedicated Insp. Stations					
Deployment	100%	100%	100%	100%	100%
New dedicated insp. stations	0	0	0	0	0
Total dedicated insp. stations	4	4	4	4	4
Regional Insp Stations					
Deployment	80%	80%	100%	100%	100%
New regional insp. stations	4	0	1	0	0
Total regional insp. stations	4	4	5	5	5

End state	
Gates	30
Dedicated IS	4
Regional IS	5

Alternatives considered

Alternative	AIS Prevention Level	Access to public waters	Relative Cost	Convenience
Do nothing	Very low	High	None	Unimpeded
Education and awareness	Low	High	Low	Unimpeded
Spot inspection and decontamination	Low to moderate	High	Moderate	Mostly unimpeded, minor impact if inspected
Inspect all watercraft at all accesses	High	High	Prohibitive	Minor impact
Inspect all watercraft at a combination of dedicated and regional inspection sites	High	High	Moderate to high with high initial capital cost	Minor to moderate impact
Inspect all watercraft at regional inspection sites	High	High	Moderate with high initial capital cost	Moderate impact

Based on the analysis summarized in the table above, this plan incorporates regional inspection sites with dedicated sites to improve the convenience factor. This alternative provides the highest level of AIS protection and access, an acceptable level of inconvenience, but at a higher cost than with a “regional only” inspection model.

Risks to success

There are a variety of risks to the success of the plan. Some are behavioral, some are inherent in the design of the watercraft, and some are related to the choices of our governmental leaders. It is assumed that most of our efforts will be focused on managing the risks associated with the behaviors of our watercraft operators.

Behavioral change

This is the most serious of our risks. We must be successful in changing the culture from “unfettered access” to “inspected access to control AIS” (not just the current threat of zebra mussels). Failure to change the culture may result in intentional destruction of property including the electronic gates, the Insp/Decon stations, and our Minnesota waters. This change must be done with the leadership of the state, county and local governments, the sporting lobbies, and the numerous associations of lakes and rivers.

DNR not granting the required authority and participating

The DNR must use their current authority to extend the power to require inspections and to deny access for offending watercraft to the inspectors at the regional AIS Insp/Decon stations. Failure to extend these powers will not allow this plan to have the teeth that it needs to stop the spread of AIS.

As the DNR today provides a variety of AIS inspection and decontamination services to the area lakes, we would not expect them to abdicate their responsibility and involvement. Instead, we expect and want them to join in and actively support this effort towards their legislative directive of “preventing and curbing the spread of AIS”.

Non-participation of critical LGU's and organizations

There is a critical set of LGU's and organizations that must endorse this plan, prepare for an appropriate level of cost sharing, and take the actions required to enable the MCWD to undertake this large venture. Any group that chooses not to participate increases the risk that AIS will spread further. In that way, some organizations are more important than others towards our stated intention of stopping the spread of AIS.

Inspection/decontamination integrity

The Insp/Decon process must be comprehensive, rigorous, and consistent. The Insp/Decon is the control point in stopping the spread of AIS. Educating the public can be supplemental to the Insp/Decon process, but it cannot be the focus. Failure to do the full Insp/Decon compromises our ability to stop the spread of AIS. Our inspectors can't be “Minnesota nice”. They must do their jobs to protect our waters. The inspectors cannot be bullied into passing watercraft. They must do their jobs to protect our waters.

Malfunctioning gate(s)

The gates need to operate consistently or they stand a high chance of being vandalized. If a gate is not working, there must be a quick and easy way to affect the repairs. A broken or vandalized gate allowing unfettered access compromises that water body. We expect that the local lake associations will help

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monitor the public landing to ensure the gates are operational and doing the job of controlling access to inspected watercraft.

Wakeboard boats

Wakeboard boats by design do not have the ability to drain all of their ballast system water, thus providing an easy way for veligers to be transported to another lake. We will remediate this risk using today's DNR procedures of requiring decontaminating the remaining ballast water.

The case for action!

AIS are not waiting for us to get organized.

- New AIS are quickly moving to MN.
- Infestations are ramping up... “Weekly!”
- Boater compliance is waning

Stopping the spread is the only goal, and prevention is the technique.

The battle is not over zebra mussels... and they are not the worst invasive species.

The ***AIS Threat List is long***, including:

- Quagga mussels
- Spiny water fleas
- Rusty crayfish
- Hydrilla

Most are prevented with inbound inspection and decontamination.

Now is the time to act!

- The DNR is asking for help; they know they can't do it alone.
- The laws now let local governments help.
- Future generations are counting on us.

It's time to stop the spread of AIS.

The Coalition represents:

- Pierson Lake
- Gleason Lake
- Lake Minnetonka
- Lake Minnewashta
- Wasserman Lake
- Christmas Lake
- Mooney Lake
- Minnehaha Creek Corridor

“If we keep doing what we are doing, every popular lake will get every invasive species!”

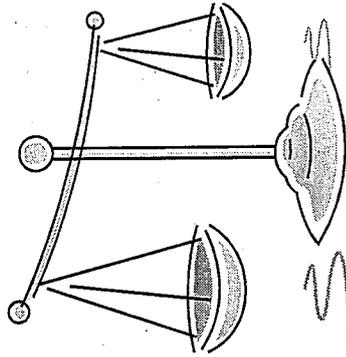
A new model for AIS prevention!

All the AIS experts agree that boats and trailers are the primary movers of AIS.

Boats and trailers must be AIS-free before they enter the water.

Inspection and decontamination (if needed) help make boats AIS-free.

While inspectors are the largest cost...



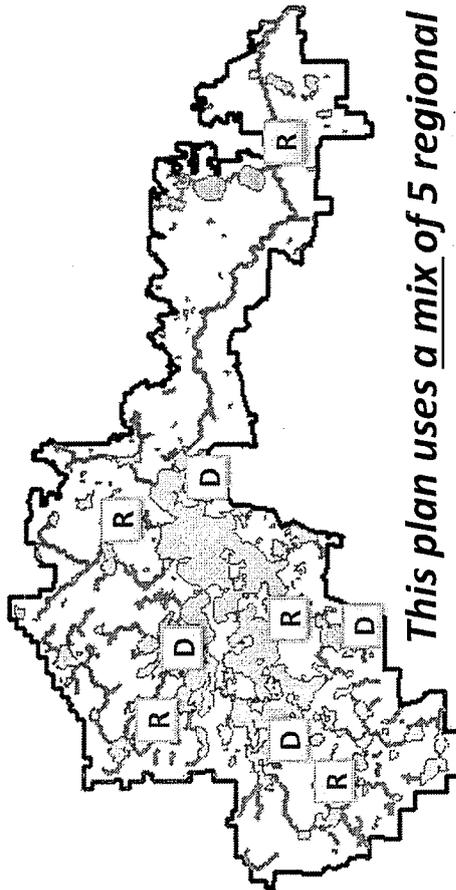
Do everything at the landing

Highest cost & convenience

Use regional inspection sites

Lower cost & convenience

...convenience has weighed in.



This plan uses a mix of 5 regional and 4 dedicated inspection sites, plus gates at every public access.

Costs by year (\$000)

	2013	2014	2015	2016	2017	5 yrs
Operating costs						
Inspection labor	894	921	1,075	1,107	1,140	5,136
Maintenance & repair	78	96	101	101	101	477
Communications & misc.	43	35	31	31	32	173
Program management	100	103	106	109	113	531
Sub-total	1,115	1,155	1,313	1,348	1,385	6,317
One-time costs						
Regional AIS inspection stations	420	0	100	0	0	520
Gates	600	270	0	0	0	870
Decon. for dedicated sites	80	0	0	0	0	80
Communications program	50	0	0	0	0	50
Program Manager	150	25	50	0	0	225
Subtotal	1,300	295	150	0	0	1,745
Total costs	2,415	1,450	1,463	1,348	1,385	8,062

"It's time to act!"