

Black Dog Watershed Management Commission

AGENDA

Wednesday, November 18, 2020

5:00 P.M.

COMMISSIONERS:

Roger Baldwin, Chairman

Greg Helms, Vice Chairman

Scott Thureen, Secretary/Treasurer

Tom Harmening

Mike Hughes

Curt Enestvedt, Alternate

Rollie Greeno, Alternate

- I. Approval of Agenda
- II. Approval of Minutes – October 21, 2020
- III. Approval of Accounts Payable
- IV. Review Budget Performance Reports
- V. Review Plan Update Process and Scope of Work from Barr Engineering
- VI. Miscellaneous
- VII. Adjournment

The City of Burnsville and Black Dog Watershed Management Organization do not discriminate on the basis of race, color, national origin, sex, religion, age, or disability in the admission or access to, or treatment or employment in, its programs, activities, or services.

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Black Dog Watershed Management Commission

Agenda Background November 18, 2020

I. Approval of Agenda

Agenda enclosed.

Action Requested: A motion be considered to approve the Agenda.

II. Approval of Minutes from the October 21, 2020 Meeting

Minutes enclosed.

Action Requested: A motion be considered to approve the Minutes from the October 21, 2020 meeting.

III. Approval of Accounts Payable

Accounts payable list enclosed.

Action Requested: A motion be considered to approve the accounts payable list as submitted by staff.

IV. Review of Budget Performance Reports

Current Budget Performance Reports enclosed.

Action Requested: No formal action required.

V. Review Plan Update Process and Scope of Work From Barr Engineering

There is a summary memo from Barr Engineering included in the packet. Barr staff will go over the memo with the commission during the meeting.

Action Requested: Review and approve the scope of work and budget with any changes agreed to at the meeting.

VI. Miscellaneous

1. This is Commissioner Roger Baldwins final meeting. He has served on the commission since 1996.

VII. Adjournment

Black Dog Watershed Management Commission

DRAFT

Meeting Minutes October 21, 2020

MEMBERS PRESENT

Roger Baldwin, Chairman
Greg Helms, Vice-Chairman
Scott Thureen, Secretary/Treasurer (joined 5:10)
Tom Harmening
Mike Hughes

MEMBERS ABSENT

Curt Enestvedt, Alternate
Rollie Greeno, Alternate

OTHERS PRESENT

Karen Chandler – Barr Engineering
Greg Williams – Barr Engineering
Roger Knutson – Campbell Knutson
Samantha Berger – City of Apple Valley
Ann Messerschmidt – City of Lakeville
Lindsey Albright – Dakota County Soil and Water Conservation District
Curt Coudron – Dakota County Soil and Water Conservation District
Brian Watson – Dakota County Soil and Water Conservation District
Daryl Jacobson – BDWMO Administrator
Tammi Carté – BDWMO Secretary
Kathy Hesse - Resident

Roger Baldwin, Chairman, called the October 21, 2020, meeting to order at 5:04 p.m. via WebEx.

I. Approval of Agenda

Motion by Hughes, second by Harmening, to approve the October 21, 2020 Agenda as presented.

Ayes – Baldwin, Helms, Harmening, Hughes
Nays – None

Motion Carried Unanimously

II. Approval of Minutes from the September 16, 2020 Meeting

Motion by Harmening, second by Hughes, to approve the September 16, 2020 Minutes as presented.

Ayes – Baldwin, Helms, Harmening, Hughes
Nays – None

Motion Carried Unanimously

III. Approval of Accounts Payable

Motion by Hughes, second by Helms, to approve payments to Barr Engineering in the amount of \$6,646.15 for services from August 29, 2020 through October 2, 2020; and, to Campbell Knutson in the amount of \$1,094.00 for August and September 2020 general services; and, to ECM Publishers, Inc. in the amount of \$25.50 for ad in Sun ThisWeek.

Ayes – Baldwin, Helms, Harmening, Hughes
Nays – None

Motion Carried Unanimously

IV. Review Budget Performance Reports

Daryl Jacobson, BDWMO Administrator – All member contributions have been collected. The Black Dog WMO JPA between all four cities is fully executed and signed. The JPA is good through 2030.

No Formal Action Required

V. Summary of Plan Update Interview Results

A summary memo of the plan update interviews was included in the Black Dog WMO packet for commissioner review prior to the meeting.

Interview participants suggested many new ideas for the WMO to consider incorporating. All of the suggested themes and potential roles fall under the authority of the WMO and realm of the JPA. Many of the suggestions focused on public education.

Motion by Harmening, second by Hughes, to authorize distribution of the summary of the plan update interview results for participant review.

Ayes – Baldwin, Helms, Thureen, Harmening, Hughes
Nays – None

Motion Carried Unanimously

VI. Summary of Responses to the Plan Update Notification Letter

A summary memo of the plan update notification letter was included in the Black Dog WMO packet for commissioner review prior to the meeting.

The summary of notification letter responses included questions, comments, and suggestions to work through when updating the plan. Full letters have detailed information and recommendations on items and roles that could potentially be absorbed into the WMO. Dakota County Soil and Water Conservation District (SWCD) is hoping to incorporate changes now while working on the Black Dog WMO plan update. Barr Engineering plans to complete the Scope of Work in November. What the SWCD is requesting would change the course of the Scope of Work.

No Formal Action Required

VII. Update on Commission Terms

The terms of all Commissioners expire the end of November 2020. The Burnsville City Clerk is scheduling interviews. Commissioners are asked to consider reappointment and notify their City.

No Formal Action Required

VIII. Miscellaneous

1. Roger Knutson, Black Dog WMO attorney, will retire October 30, 2020. Many thanks and sentiments were expressed in appreciation of working with Roger and for his representation of the Black Dog WMO. Joel Jamnik will be the legal representative of the WMO.
2. The next meeting is scheduled for November 18, 2020.

IX. Adjournment

Motion by Harmening, second by Hughes, to adjourn at 6:05 p.m.

Ayes – Baldwin, Helms, Thureen, Harmening, Hughes

Nays – None

Motion Carried Unanimously

BLACK DOG WATERSHED MANAGEMENT COMMISSION
100 Civic Center Parkway
Burnsville, MN 55337

Accounts Payable - November 18, 2020 Meeting

Barr Engineering - Services from August 29, 2020 through October 2, 2020

Engineering	\$	1,699.50
Special Projects General Fund - Orchard Lk Water Quality Monitoring	\$	932.40
Special Projects General Fund Reserve - Watershed Mgmt Plan Update	\$	2,086.00
	<hr/>	
	\$	4,717.90

Campbell Knutson

Ocotber 2020- General Services	\$	306.00
	<hr/>	
	\$	306.00

Dakota County SWCD

Website Updates and Maintenance and Hosting Fee	\$	395.00
Landscaping for Clean Water Grants Technical Assisstance	\$	3,000.00
Landscaping for Clean Water Grants	\$	1,500.00
	<hr/>	
	\$	4,895.00

Accounts Payable Total \$ **9,918.90**

resourceful. naturally.
engineering and environmental consultants



November 9, 2020

Black Dog Watershed Management Commission
City of Burnsville
13713 Frontier Court
Burnsville, MN 55337-4720

Attn: Mr. Daryl Jacobson

RE: Engineering & Environmental Consulting Services

**Invoice of Account with
BARR ENGINEERING COMPANY**

For professional services during the period of October 3, 2020 through October 30, 2020

TOTAL PAYABLE THIS INVOICE:	\$ 4,717.90
Allocation:	
Engineering	\$ 1,699.50
Special Projects General Fund	
• Orchard Lk Water Quality Monitoring	\$ 932.40
Special Projects General Fund Reserve	
• Watershed Mgmt Plan Update	\$ 2,086.00

Barr declares under the penalties of law that this account, claim, or demand is just and that no part of it has been paid.

A handwritten signature in cursive script that reads "Karen L. Chandler".

Karen L. Chandler
Vice President

A handwritten signature in cursive script, possibly reading "Daryl Jacobson", with the date "11-17-20" written below it.

BUDGET SUMMARY - 2020 FY
Black Dog Watershed Management Commission
through October 30, 2020

Work Description	Pre-2020 Costs	Barr Budget					Spent This Year	Balance
		Brought Forward	Current Year	Total Barr Budget	Current Invoice			
Engineering	----	0.00	31,000.00	31,000.00	1,699.50	23,437.42	7,562.58	
Special Projects: General Fund								
Orchard Lk Water Quality Monitoring (2020)	----	0.00	23,000.00	23,000.00	932.40	14,405.03	8,594.97	
Lac Lavon Mgmt Level Monitoring (2019)	17,449.62	8,250.38	0.00	8,250.38		4,113.50	4,136.88	
Subtotal -- Special Projects: General Fund	----	8,250.38	23,000.00	31,250.38	932.40	18,518.53	12,731.85	
Special Projects: Capital Improvement Fund								
Keller Lake Alum Treatment Feas Study & Impl Planning			7,000.00	7,000.00	0.00	714.00	6,286.00	
Subtotal -- Special Projects: Capital Improvement Fund	----	0.00	7,000.00	7,000.00	0.00	714.00	6,286.00	
Special Projects: General Fund Reserve								
Watershed Management Plan Update			10,000.00	10,000.00	2,086.00	7,126.50	2,873.50	
Subtotal -- Special Projects: General Fund Reserve	----	0.00	10,000.00	10,000.00	2,086.00	7,126.50	2,873.50	
Water Quality Monitoring								
2020 Habitat Monitoring (Keller Lake)	----	0.00	9,600.00	9,600.00	0.00	1,755.50	7,844.50	
2019 Habitat Monitoring (Lac Lavon)	2,023.40	6,476.60	0.00	6,476.60	0.00	6,367.50	109.10	
Update Trend Analyses	----	0.00	2,000.00	2,000.00	0.00	1,620.00	380.00	
Subtotal -- W.Q. Monitoring	----	6,476.60	11,600.00	18,076.60	0.00	9,743.00	8,333.60	
Public Education								
Watershed Annual Report	----	0.00	4,000.00	4,000.00	0.00	3,852.00	148.00	
Annual Activity Report	----	0.00	2,000.00	2,000.00	0.00	1,980.00	20.00	
Subtotal -- Public Education	----	0.00	6,000.00	6,000.00	0.00	5,832.00	168.00	
Total Services	----	14,726.98	88,600.00	103,326.98	4,717.90	65,371.45	37,955.53	



INVOICE

Barr Engineering Co.
 4300 MarketPointe Drive, Suite 200
 Minneapolis, MN 55435
 Phone: 952-832-2600; Fax: 952-832-2601
 FEIN #: 41-0905995 Inc: 1966

Mr. Daryl Jacobson
 Black Dog WMO
 City of Burnsville
 13713 Frontier Court
 Burnsville, MN 55337-4720

November 9, 2020
 Invoice No: 23190374.20 - 9

Total this Invoice	\$3,785.50
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Regarding: BDWMO 2020 Engineering Services
Professional Services from October 3, 2020 to October 30, 2020

Job: 2020 2020 Engineering Services

Task: 001 Attend BDWMO Meetings

Labor Charges

	Hours	Rate	Amount	
Principal				
Chandler, Karen	2.40	180.00	432.00	
Engineer / Scientist / Specialist III				
Williams, Sterling	1.50	145.00	217.50	
	3.90		649.50	
Subtotal Labor				649.50
				Task Subtotal
				\$649.50

Task: 002 Miscellaneous Consulting

Labor Charges

	Hours	Rate	Amount	
Principal				
Chandler, Karen	4.50	180.00	810.00	
Support Personnel II				
Burt, Deborah	.50	100.00	50.00	
Nypan, Nyssa	2.00	95.00	190.00	
	7.00		1,050.00	
Subtotal Labor				1,050.00
				Task Subtotal
				\$1,050.00
				Job Subtotal
				\$1,699.50

Job: PLAN Plan Update

Task: 001 Plan Update

Labor Charges

	Hours	Rate	Amount
Principal			
Chandler, Karen	4.50	180.00	810.00

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.
 Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

Engineer / Scientist / Specialist III

Williams, Sterling

8.80	145.00	1,276.00	
13.30		2,086.00	

Subtotal Labor

2,086.00

Task Subtotal

\$2,086.00

Job Subtotal

\$2,086.00

Total this Invoice

\$3,785.50

	Current	Prior	Total	Received	A/R Balance
Invoiced to Date	3,785.50	32,610.42	36,395.92	32,610.42	3,785.50

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Karen Chandler, your Barr project manager, at (952) 832-2813 or email at kchandler@barr.com.



INVOICE

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Phone: 952-832-2600; Fax: 952-832-2601
FEIN #: 41-0905995 Inc: 1966

Mr. Daryl Jacobson
 Black Dog WMO
 City of Burnsville
 13713 Frontier Court
 Burnsville, MN 55337-4720

November 9, 2020
 Invoice No: 23190375.20 - 7

Total this Invoice	\$932.40
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Regarding: Orchard Lake 2020 Water Quality Monitoring

Professional Services from October 3, 2020 to October 30, 2020

Job:	ORCH	Orchard Lk 2020 Monitoring
Task:	100	Monitoring, Data Mgmt and Proj Mgmt

Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist IV Runke, Henry	.20	175.00	35.00
Engineer / Scientist / Specialist III Olson, Terri	.30	145.00	43.50
Engineer / Scientist / Specialist II Menken, Kevin	1.00	120.00	120.00
Support Personnel II Treasor, Margaret	.70	115.00	80.50
	2.20		279.00
Subtotal Labor			279.00

Subconsultant Charges

Subconsultants		
8/25/2020	Pace Analytical Services Inc	217.80
9/24/2020	Pace Analytical Services Inc	217.80
10/8/2020	Pace Analytical Services Inc	217.80
Subtotal Subconsultant		653.40

Task Subtotal \$932.40

Job Subtotal \$932.40

Total this Invoice \$932.40

Invoiced to Date	Current	Prior	Total	Received	A/R Balance
	932.40	13,472.63	14,405.03	13,472.63	932.40

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Kevin Menken, your Barr project manager, at (952) 832-2794 or email at kmenken@barr.com.

PLEASE REMIT TO ABOVE ADDRESS and INCLUDE INVOICE NUMBER ON CHECK.

Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Road, Suite 290
Eagan, Minnesota 55121
(651) 452-5000

Black Dog Watershed Management Organization
 Attention: Daryl Jacobson
 City of Burnsville
 100 Civic Center Parkway
 Burnsville MN 55337-3817

Page: 1
 October 31, 2020
 Account # 602-0000G
 357

RE: GENERAL SERVICES
 RENDERED TO DATE:

			HOURS	
10/07/2020	RNK	Review agenda.	0.20	34.00
10/14/2020	RNK	Review Board agenda.	0.40	68.00
10/21/2020	RNK	Attend Board meeting.	1.20	204.00
		AMOUNT DUE	1.80	306.00
		TOTAL CURRENT WORK		306.00
		PREVIOUS BALANCE		\$1,094.00
10/30/2020		Payment - thank you		-1,094.00
		TOTAL AMOUNT DUE		<u>\$306.00</u>

OK

 11-12-20

Amounts due over 30 days will be subject to a finance charge of
 .5% per month (or an annual rate of 6%). Minimum charge - 50 cents.



Invoice

**Dakota County Soil & Water
Conservation District**

**4100 220th Street West, Ste 102
Farmington, MN 55024**

DATE	INVOICE #
10/19/2020	3028

BILL TO

Black Dog WMO
Daryl Jacobson, Administrator
13713 Frontier Court
Burnsville, MN 55337

Reference

TERMS

ITEM CODE	DESCRIPTION	HOURS	RATE	AMOUNT
	July - September - 2020			
Black Dog	Website Updates and Maintenance	4	80.00	320.00
Black Dog	Website Hosting Fees (Per Quarter)		75.00	75.00
Black Dog	Landscaping for Clean Water Grants Marschall, Eisfeld, Glass, Searshon, McMahon, Sparrow	6	250.00	1,500.00
Black Dog	Landscaping for Clean Water Grants Technical Assistance Marschall, Eisfeld, Glass, Searshon, McMahon, Sparrow	6	500.00	3,000.00
<p><i>OK</i> <i>Daryl Jacobson</i></p>				

Thank you.

Total	\$4,895.00
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MARSCHALL RESIDENTIAL RAINGARDEN



BEFORE

A raingarden is a shallow depression that captures rainwater, removes pollutants, and soaks the water into the ground.



AFTER

PRACTICE:

- Raingarden

BENEFITS:

- Runoff volume reduction
- Improved water quality
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

PARTNERS:

- Black Dog Watershed Management Organization

WATERSHED:

- Black Dog

INSTALLATION:

- Summer 2020

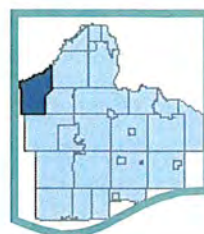
PROJECT: Installation of a 125 square foot residential raingarden.

COST: Project materials cost estimated at \$893

FUNDING: Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

Black Dog
Watershed Management Organization

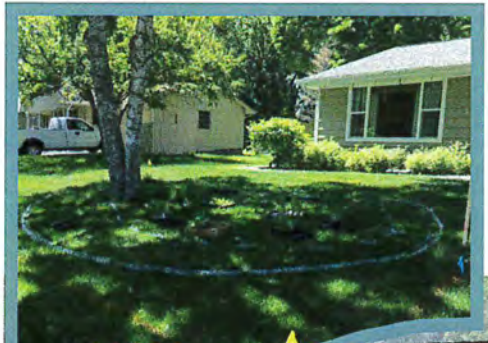
LOCATION:
26th Avenue
Burnsville





EISFELD

RESIDENTIAL RAINGARDEN



A raingarden is a shallow depression that captures rainwater, removes pollutants, and soaks the water into the ground.



PRACTICE:

- Raingarden

BENEFITS:

- Runoff volume reduction
- Improved water quality
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

PARTNERS:

- Black Dog Watershed Management Organization

WATERSHED:

- Black Dog

INSTALLATION:

- Summer 2020

PROJECT: Installation of a 210 square foot residential raingarden.

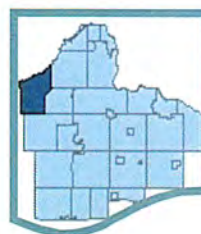
COST: Project materials cost estimated at \$996

FUNDING: Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

Black Dog
Watershed Management Organization

LOCATION:

Aspen Drive
Burnsville





GLASS

RESIDENTIAL NATIVE GARDEN



BEFORE

A native garden, also called natural landscaping, uses plants, trees and grasses that are suitable for growth in a particular geographical area



AFTER

PRACTICE:

- Native Garden

BENEFITS:

- Runoff volume reduction
- Slope stabilization
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

PARTNERS:

- Black Dog Watershed Management Organization

WATERSHED:

- Black Dog

INSTALLATION:

- Summer 2020

PROJECT: Installation of a 230 sq. ft. residential native garden.

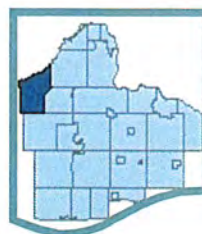
COST: Project materials cost estimated at \$464

FUNDING: Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

Black Dog
Watershed Management Organization

LOCATION:

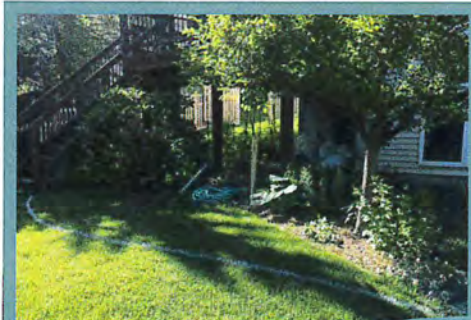
Big Oak Dr
Burnsville





SERSHON

RESIDENTIAL RAINGARDEN



BEFORE

A raingarden is a shallow depression that captures rainwater, removes pollutants, and soaks the water into the ground.



AFTER

PRACTICE:

- Raingarden

BENEFITS:

- Runoff volume reduction
- Improved water quality
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

PARTNERS:

- Black Dog Watershed Management Organization

WATERSHED:

- Black Dog

INSTALLATION:

- Summer 2020

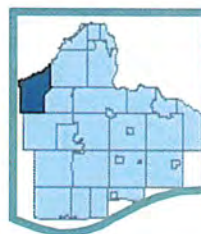
PROJECT: Installation of a 104 square foot residential raingarden.

COST: Project materials cost estimated at \$497

FUNDING: Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

Black Dog
Watershed Management Organization

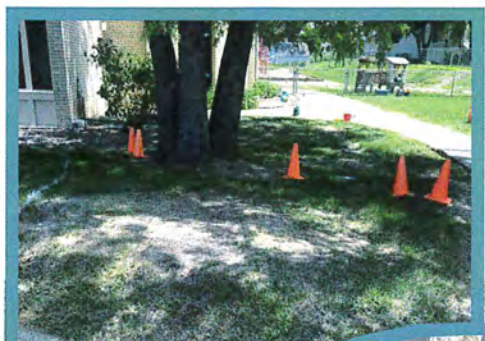
LOCATION:
Woods Trail North
Burnsville





McMAHON

RIVER HILLS UMC RAINGARDEN



BEFORE

A raingarden is a shallow depression that captures rainwater, removes pollutants, and soaks the water into the ground.



AFTER

PRACTICE:

- Raingarden

BENEFITS:

- Runoff volume reduction
- Improved water quality
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

PARTNERS:

- Black Dog Watershed Management Organization

WATERSHED:

- Black Dog

INSTALLATION:

- Summer 2020

PROJECT: Installation of a 125 square foot residential raingarden.

COST: Project materials cost estimated at \$960

FUNDING: Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

Black Dog
Watershed Management Organization

LOCATION:

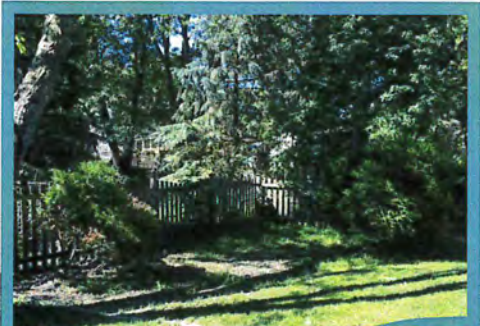
River Hills Rd
Burnsville





SPARROW

RESIDENTIAL NATIVE GARDEN



BEFORE

A native garden, also called natural landscaping, uses plants, trees and grasses that are suitable for growth in a particular geographical area



AFTER

PRACTICE:

- Native Garden

BENEFITS:

- Runoff volume reduction
- Slope stabilization
- Improved wildlife habitat
- Opportunity for public education and outreach
- Improved aesthetics

PARTNERS:

- Black Dog Watershed Management Organization

WATERSHED:

- Black Dog

INSTALLATION:

- Summer 2020

PROJECT: Installation of a 435 sq. ft. residential native garden.

COST: Project materials cost estimated at \$785

FUNDING: Landowners receive a \$250 Landscaping for Clean Water grant as well as technical assistance provided by the Dakota County Soil and Water Conservation District

LOCATION:

24th Ave S
Burnsville



Black Dog
Watershed Management Organization

**BLACK DOG WMO
CASH ACTIVITY REPORT 2020**

Date	Description	Deposits	Check #	Check Amount	Monthly Cash Balance	Expenditures:					Legal & Audit	Admin Support	Public Education	Water Quality Monitoring	Conf Public	Contingency
						General Engineering Support	Special Projects (General)	Special Projects (Capital)	Insurance							
Balance as of 12/31/19					538,405.58											
15-Jan	Barr Engineering Co (2019)		1713	2,283.50		1,875.00	408.50	-								
15-Jan	Campbell Knutson		1714	224.00					224.00							
15-Jan	City of Burnsville (2019)		1715	19,296.23							19,296.23					
31-Jan	Interest Income	625.10														
01/31/20 Balance		625.10		21,803.73	517,226.95	1,875.00	408.50	-	-	224.00	19,296.23	-	-	-	-	-
19-Feb	Barr Engineering Co		1716	8,012.38		1,605.38	449.50	-				1,138.00	4,819.50			
19-Feb	Campbell Knutson		1717	666.40					666.40							
19-Feb	Dakota County Soil & Water (2019)		1718	1,815.00			1,500.00	-				315.00				
29-Feb	Interest Income	532.69														
02/28/20 Balance		532.69		10,493.78	507,265.86	1,605.38	1,949.50	-	-	666.40	-	1,453.00	4,819.50	-	-	-
31-Mar	Interest Income	494.67														
03/31/20 Balance		494.67		-	507,760.53	-	-	-	-	-	-	-	-	-	-	-
15-Apr	Barr Engineering		1719	6,698.00		2,380.00	1,016.00	629.00				765.00	1,908.00			
15-Apr	Campbell Knutson		1720	273.00					273.00							
15-Apr	Barr Engineering		1721	6,350.00		1,782.50	2,266.00	85.00				1,781.50	435.00			
15-Apr	Campbell Knutson		1722	95.00					95.00							
30-Apr	Interest Income	241.36														
04/30/20 Balance		241.36		13,416.00	494,585.89	4,162.50	3,282.00	714.00	-	368.00	-	2,546.50	2,343.00	-	-	-
20-May	Barr Engineering		1723	11,997.49		7,668.54	1,968.45	-				1,535.50	825.00			
20-May	Campbell Knutson		1724	595.00					595.00							
20-May	Dakota County Soil & Water Conservation		1725	2,075.00		-	-	-				2,075.00	-			
31-May	Interest Income	87.76														
05/31/20 Balance		87.76		14,667.49	480,006.16	7,668.54	1,968.45	-	-	595.00	-	3,610.50	825.00	-	-	-
17-Jun	Campbell Knutson		1727	323.00					323.00							
17-Jun	Void		1728	-												
17-Jun	Barr Engineering		1729	4,443.15		1,923.50	2,249.65	-				270.00	-			
30-Jun	Interest Income	12.49														
06/30/20 Balance		12.49		4,766.15	475,252.50	1,923.50	2,249.65	-	-	323.00	-	270.00	-	-	-	-
15-Jul	Barr Engineering		1730	4,940.28		1,689.00	3,197.28	-				54.00	-			
15-Jul	Campbell Knutson		1731	306.00					306.00							
15-Jul	League of MN Cities Insurance Trust		1732	2,812.00					2,812.00							
31-Jul	Interest Income	8.09														
07/31/20 Balance		8.09		8,058.28	467,202.31	1,689.00	3,197.28	-	2,812.00	306.00	-	54.00	-	-	-	-
5-Aug	City of Lakeville	29,773.00														
11-Aug	City of Apple Valley	12,110.00														
11-Aug	City of Eagan	568.00														
21-Aug	City of Burnsville	110,549.00														
31-Aug	Interest Income	9.23														
08/31/20 Balance		153,009.23		-	620,211.54	-	-	-	-	-	-	-	-	-	-	-

**BLACK DOG WMO
CASH ACTIVITY REPORT 2020**

Date	Description	Deposits	Check #	Check Amount	Monthly Cash Balance	Expenditures:					Legal & Audit	Admin Support	Public Education	Water Quality Monitoring	Conf Public	Contingency
						General Engineering Support	Special Projects (General)	Special Projects (Capital)	Insurance							
16-Sep	Barr Engineering		1733	11,566.10		2,757.00	6,877.10	-				288.00	1,644.00			
16-Sep	Campbell Knutson		1734	323.00						323.00						
16-Sep	Dakota County Soil & Water Conserv Dist		1735	8,475.00								8,475.00				
16-Sep	MMKR		1726	5,084.00						5,084.00						
30-Sep	Interest Income	10.17														
09/30/20 Balance		10.17		25,448.10	594,773.61	2,757.00	6,877.10	-	-	5,407.00	-	8,763.00	1,644.00	-	-	
21-Oct	Barr Engineering		1736	6,646.15		1,932.00	4,602.65	-					111.50			
21-Oct	Campbell Knutson		1737	1,094.00						1,094.00						
21-Oct	ECM Publishers		1738	25.50		-									25.50	
31-Oct	Interest Income	10.03														
10/31/20 Balance		10.03		7,765.65	587,017.99	1,932.00	4,602.65	-	-	1,094.00	-	-	111.50	25.50	-	
Total Revenue		155,031.59	Total Expense		106,419.18	23,612.92	24,535.13	714.00	2,812.00	8,983.40	19,296.23	16,697.00	9,743.00	25.50	-	
Less: 2019 A/R		-	Less: 2019 A/P		(23,618.73)	(1,875.00)	(1,908.50)	-	-	(224.00)	(19,296.23)	(315.00)	-	-	-	
December LMC insurance reclass		-			-											
Total YTD 2020 Revenue		155,031.59	Total YTD 2020 Exp		82,800.45	21,737.92	22,626.63	714.00	2,812.00	8,759.40	-	16,382.00	9,743.00	25.50	-	
			2020 Budget		145,700.00	31,000.00	46,500.00	-	3,000.00	8,400.00	18,000.00	17,900.00	15,400.00	500.00	5,000.00	
			Budget Remaining		62,900.00	9,262.00	23,873.37	(714.00)	188.00	(359.40)	18,000.00	1,518.00	5,657.00	474.50	5,000.00	

BLACK DOG WATER MANAGEMENT COMMISSION

Budget Performance Report October 31, 2020

	CURRENT MONTH	YEAR TO DATE			VARIANCE FAVORABLE (UNFAVORABLE)
	ACTUAL	GENERAL FUND BUDGET	CAPITAL IMPROVEMENT FUND BUDGET	ACTUAL	
Opening Fund Balance		\$ 415,753	\$ 100,849	\$ 514,787	
REVENUES :					
Member Contributions:					
City of Apple Valley	\$ -	\$ 10,376	\$ 1,734	\$ 12,110	\$ -
City of Burnsville	-	94,293	16,256	110,549	-
City of Eagan	-	568	-	568	-
City of Lakeville	-	25,763	4,010	29,773	-
Total Member Contributions	-	131,000	22,000	153,000	-
Other Revenues:					
Interest	\$ 10	\$ 40	\$ -	\$ 2,032	\$ 1,992
Grant (State of MN BWSR)	-	-	-	-	-
Total Other Revenue	10	40	-	2,032	1,992
Total Revenues	\$ 10	\$ 131,040	\$ 22,000	\$ 155,032	\$ 1,992
EXPENDITURES :					
General Engineering Support	\$ 1,932	\$ 31,000	\$ -	\$ 21,738	\$ 9,262
Special Projects - General Fund	4,603	46,500	-	22,627	23,873
Special Projects - Capital Improvement Fund	-	-	-	714	(714)
Insurance	-	3,000	-	2,812	188
Legal and Audit	1,094	8,400	-	8,759	(359)
Administrative Support	-	18,000	-	-	18,000
Public Education	-	17,900	-	16,382	1,518
Water Quality Monitoring	112	15,400	-	9,743	5,657
Conference/Publications	26	500	-	26	475
Contingency	-	5,000	-	-	5,000
Total Expenditures	7,766	145,700	-	82,800	62,900
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(7,756)	(14,660)	22,000	72,231	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES PLUS OPENING FUND BALANCE				<u>587,018</u>	
TOTAL CASH AVAILABLE 10/31/2020	587,018				
Fund Balance 10/31/2020	<u>\$587,018</u>				

Memorandum

To: Commissioners, Black Dog Watershed Management Organization (BDWMO)
From: Karen Chandler and Greg Williams
Subject: 2022 Watershed Management Plan Update Draft Scope
Date: November 9, 2020
Project: 23190374.20 PLAN

As requested by the Black Dog Watershed Management Organization (BDWMO) Commission, Barr Engineering Co. (Barr) has prepared the following draft scope of services and associated budget to assist the BDWMO in preparing its 2022 Watershed Management Plan (Plan update). The scope includes preliminary stakeholder engagement tasks completed to date – tasks completed to date are included in the estimated budget and identified as such.

Requested BDWMO Commission action:

1. Review the draft scope and budget and discuss suggested revisions to the scope and budget.
2. Consider approval of the scope and budget, as revised, or direct review of the revised scope and budget at the December 16 Commission meeting.

1.0 Project Scope

For planning purposes, the 2022 Plan update scope is subdivided into the following phases:

1. Stakeholder engagement
2. Plan development
3. Plan review and approval

These phases are sequential, with the exception of some stakeholder engagement tasks that will continue throughout the project.

1.1 Phase 1: Stakeholder Engagement

Barr summarized proposed stakeholder engagement activities in a memorandum presented to the Commission in June 2020. The tasks described in that memorandum are summarized herein, including preliminary tasks authorized by the Commission and already completed or in progress. Tasks included within the stakeholder engagement phase include:

- Notifying Plan review authorities and summarizing responses (*completed*)
- Interviewing BDWMO city and partner staff (*completed*)
- Developing a stakeholder engagement plan for BWSR review and approval
- Providing material for website updates
- Hosting an on-line survey (to serve as the initial planning meeting, per MN Rules 8410)
- Establishing and meeting with a Technical Advisory Committee (TAC)
- Hosting a commissioner issue identification workshop

- Attending partner and community events (as health restrictions allow)

The approximate sequence of planned stakeholder engagement activities is presented in Figure 1.

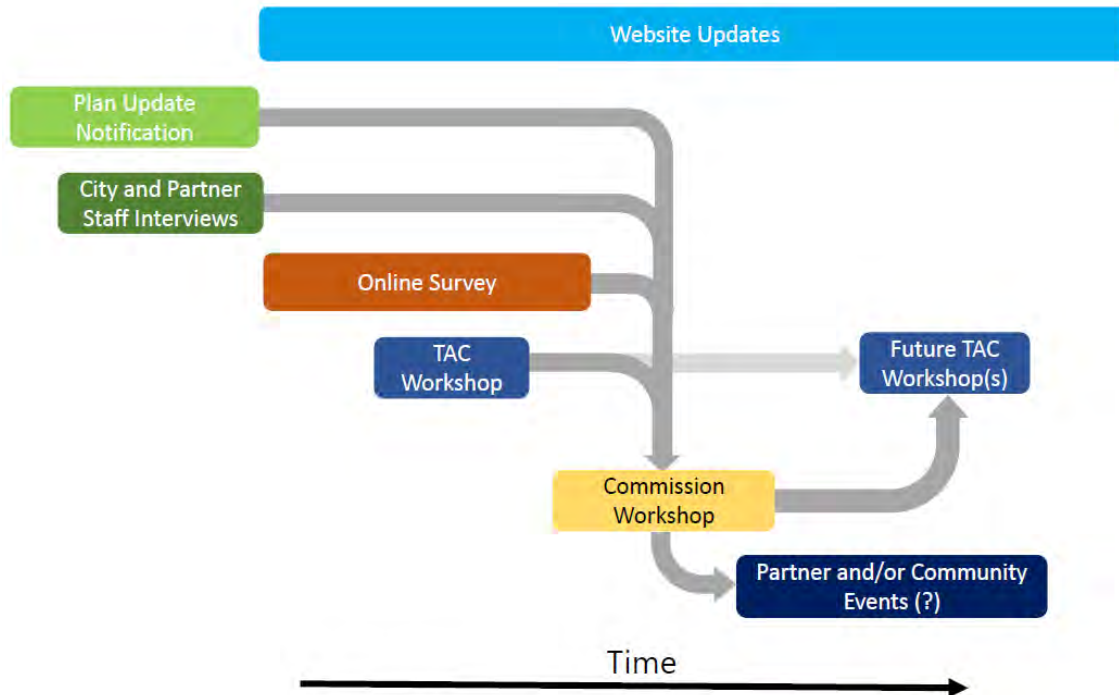


Figure 1 Flowchart of proposed stakeholder engagement activities

1.1.1 Notifying Plan review authorities and summarizing responses (completed)

Consistent with MN Rules 8410.0045 Subp. 3 and Subp. 4, Barr sent a notification of the 2022 Plan update to plan review agencies and the plan review authorities on behalf of the BDWMO. The notification email requested that recipients provide information about their respective priority issues, goals, and data relevant to the 2022 Plan update within 60 days. Responses were received from:

- Dakota County
- Dakota Soil and Water Conservation District (SWCD)
- Minnesota Department of Natural Resources (MDNR)
- Minnesota Board of Water and Soil Resources (BWSR)
- Metropolitan Council

Barr summarized the responses in a memorandum presented to the commissioners at the October 21, 2020 Commission meeting. Barr considered the information provided in the responses to the notification letter during development of this scope of work and will continue to refer to the responses throughout Plan development.

Deliverables:

- Notification letter distributed via email (*completed*)
- Memorandum summarizing responses to the notification letter (*completed*)

1.1.2 Interviewing BDWMO city and partner staff (*completed*)

As a joint powers watershed management organization, the effectiveness of the BDWMO is dependent upon partnership and collaboration with its cities and local partners. In September and October, 2020, Barr interviewed staff of BDWMO member cities, Dakota County SWCD and Dakota County. The purpose of the interviews was to inform Plan development by better understanding the value of BDWMO services, primary issues facing BDWMO partners, and opportunities to improve working relationships. Barr summarized the results of the interviews in a memorandum presented to the commissioners at the October 21, 2020 Commission meeting. Barr will consider the information obtained during these interviews during the development of this scope and will refer to this information throughout Plan development.

Deliverables:

- Memorandum summarizing partner staff interviews (*completed*)

1.1.3 Developing a stakeholder engagement plan for BWSR review and approval

BWSR requests that watershed management organizations submit a stakeholder engagement plan for BWSR review and comment. Barr will develop a stakeholder engagement plan based on the tasks described in this scope, as revised based on commissioner input. Barr will provide the stakeholder engagement plan to Melissa King (BWSR Board Conservationist) and participate in a virtual meeting with BWSR staff and the BDWMO Administrator to receive feedback on the draft stakeholder engagement plan. Barr will coordinate with the BDWMO Administrator to present and discuss revisions to the stakeholder engagement plan at a Commission meeting and revise the stakeholder engagement plan as necessary, based on that discussion. We will submit the revised stakeholder engagement plan to BWSR for (informal) approval. It may be necessary to revise the stakeholder engagement plan during the project due to changing public health guidance in response to the COVID-19 pandemic.

Deliverables:

- Draft stakeholder engagement plan
- Final stakeholder engagement plan (as revised)

1.1.4 Providing updates for the BDWMO website

Throughout the Plan update, we will leverage the BDWMO and member city websites to make Plan update content available for public review and comment. Content likely to be included on the BDWMO website includes:

- Online survey responses

- Draft issues and resource prioritization
- Draft goals
- Maps, figures, and other graphical data representations
- 60-day draft for stakeholder review

Content provided on the website will include an email link for viewers to provide feedback to Barr and/or the BDWMO Administrator.

Deliverables:

- PDFs of draft Plan content for web-hosting

1.1.5 Hosting an on-line survey

Barr will develop and host a brief survey intended to reach a public audience of residents, property owners, business owners, and other individuals who live, work, or recreate in the watershed. The survey will be brief (e.g., five questions) to encourage participation and allow some or all of the survey questions to be asked during potential future face-to-face interactions with stakeholders, if possible. The questions will be designed to understand how stakeholders value and interact with the water and natural resources within the BDWMO. Draft survey questions will be provided to the commission for review and comment,

The survey will be linked from the BDWMO website, partner websites, and advertised through social media and targeted e-mailing. Barr will summarize the results of the survey in a memorandum prior to a commissioner workshop (see Section 1.1.7), although the survey may be hosted for a longer period to allow ongoing participation. We recommend including the summary memorandum as an appendix to the Plan.

In consideration for public health, the BDWMO plans to forego a traditional initial planning (public kickoff) meeting required per MN Rules 8410. The survey will replace the public kickoff meeting as a way for the public to participate in identifying and prioritizing issues.

Deliverables:

- Draft survey questions for commission review
- Online survey
- Memorandum summarizing survey responses

1.1.6 Establishing and meeting with a Technical Advisory Committee

City staff from several BDWMO member cities regularly attend BDWMO Commission meetings and are active partners in watershed management. In addition to this participation, Barr will work with the BDWMO Administrator to form and convene a Technical Advisory Committee (TAC) to meet during Plan development. The TAC will include member city staff, Dakota County and SWCD staff, as well as participants from plan review agencies (e.g., MDNR, MPCA), and other groups identified by the Commission. With assistance from the BDWMO Administrator, Barr will facilitate up to four meetings of

the TAC during Plan development (virtual or in person depending on public health guidance). Meetings of the TAC may address:

- Identifying and prioritizing issues and resources to be addressed by the Plan
- Establishing and reviewing measurable goals
- Establishing and reviewing policy and performance standards
- Identifying and reviewing implementation strategies

Deliverables

- Up to four facilitated TAC meetings and meeting minutes

1.1.7 Hosting a commissioner issue identification workshop

MN Rules 8410 require that watershed management organization plans identify priority issues and resources to be addressed during the life of the plan. Barr will host an issue identification workshop for BDWMO commissioners. Barr will present the summarized results of the completed stakeholder engagement efforts as they relate to the identification and prioritization of issues and resources, including the results of partner staff interviews, response to the notification letters, online survey, and TAC meeting(s). Barr will identify similarities and differences relative to the 2012 Plan. Barr will lead a discussion among the commissioners seeking to confirm the priority issues and resources to be addressed in the 2022 Plan update. Barr will memorialized the results of the workshop in a brief memorandum.

Deliverables

- Facilitated commissioner workshop
- Brief memorandum summarizing issue and resource prioritization

1.1.8 Attending partner and community events (as public health guidance permits)

Events focused on water resource management typically draw few attendees, and the attendees often have very specific/narrow concerns. Conversely, community events within the watershed present ready-made opportunities for BDWMO representatives (member city staff, Administrator, and/or Barr staff) to engage with a broader cross-section of potential stakeholders.

If public health guidance supports attending such events, BDWMO representatives will attend select community events to share information about the Plan update and solicit input from community members. Barr will prepare a large board and one-page handouts including a watershed map, a brief introduction to the BDWMO, and the Plan update process. BDWMO representatives will ask interested individuals questions similar to those developed for the online survey and document any feedback provided (or direct individuals to the online survey).

Deliverables:

- One large board presenting BDWMO and Plan update information
- One-page printouts presenting BDWMO and Plan update information
- Attendance at up to four partner events (if health guidance permits)

1.2 Phase 2: Draft Plan Development

During phase 2, Barr will draft Plan sections, incorporating input received during phase 1. Phase 2 will conclude with the development of a complete draft Plan that is ready to submit for formal review (phase 3).

1.2.1 Updating the Physical Environment Inventory

Barr will update the Physical Environment Inventory section of the Plan (Section 2 of the 2012 Plan). In this section, we summarize the resource data and provide the knowledge base upon which the issues, goals, policies, and implementation activities are built. This section serves as educational reference for non-technical audiences and as a technical reference for City and partner staff.

Topics addressed in this section include, but are not limited to: topography and drainage, land use, soils, geology, groundwater, surface waters, water quality, flooding, wetlands, natural areas, and others deemed significant by the Commission.

Barr will update the text, tables, and figures (maps) to present the most current data. We will reference existing data summaries and sources (e.g., annual monitoring reports) to strike an appropriate balance of detail and brevity while seeking to avoid a Plan that is soon outdated. We will cooperate with city and partner staff, as needed, to obtain local datasets (e.g., City storm sewer data) included in the inventory.

Deliverables:

- Draft text, tables, and maps
- One meeting to present the inventory and associated data to the Commission

1.2.2 Defining issues and measurable goals

Based on information gained in phase 1 and applicable resource data (see Section 1.2.1), Barr will draft text detailing the priority issues to be addressed by the Plan. Barr will work with the Commission to identify measurable goals to address priority issues. With the 2015 revision to MN Rules 8410, BWSR has increased the emphasis on quantitative, measurable goals. As written, most of the existing BDWMO goals (see Section 4 of the 2012 Plan) are not explicitly measurable and may require significant updating.

We understand that the objective measurability of goals may vary according to the particular issues (e.g., water quality goals vs. education goals). We will consider the local and regional goals of partners (e.g., TMDL pollutant load reductions) when establishing BDWMO goals. We will correlate goals to specific issues to better allow for measurement of Plan progress. Draft goals will be refined through discussion with the Commission and feedback received from the TAC.

Establishing realistic goals is an iterative process completed in coordination with developing a targeted implementation schedule – that is, understanding the projects and activities the BDWMO can perform during the life of the Plan will inform how much progress towards goals may be expected.

Deliverables:

- Draft issues text
- Draft measurable goals correlated to issues
- One TAC meeting to present and receive feedback on draft goals
- Up to three meetings attended by the Commission and city staff to discuss and revise issues and goals

1.2.3 Revising BDWMO policies

Barr will review the existing BDWMO policies and performance standards relative to priority issues, member city and partner policies, and the current regulatory environment. Barr will draft proposed revisions to BDWMO policies to promote achieving the BDWMO goals (see Section 1.2.2). Barr will present the draft policies to the TAC and Commission and revise the policies based on feedback.

Deliverables:

- Draft policies and performance standards
- One TAC meeting to present and receive feedback on draft policies
- Up to two Commission meetings to discuss and revise draft policies

1.2.4 Creating a targeted implementation program

Barr will update Plan text describing the BDWMO programs and operations (Section 5 of the 2012 Plan). We will create a draft implementation program (i.e., table) laying out projects, programs, and activities to be completed during the 10-year period. We will coordinate with member city and partner staff to identify member city and partner projects where the BDWMO may be a partner, and incorporate those projects into the implementation program where appropriate. The implementation program will include proposed years of implementation, planning level cost estimates, and potential partners.

BWSR requires that the implementation program be targeted and prioritized. We will target activities according to the priority issues and resources identified during Plan development. We will work with the Commission to develop and apply a framework to prioritize implementation activities with consideration for priority issues, funding, and other factors.

BWSR also requires that Plan implementation must include a process for evaluating BDMWO progress towards the measurable goals established during Plan development (see Section 1.2.2). We will correlate implementation activities to goals to facilitate tracking and reporting of Plan progress.

Deliverables:

- Draft implementation program (including table and process for measuring progress)

- One TAC meeting to present and receive feedback on the draft implementation program
- Up to two Commission meetings to discuss and revise the draft implementation program

1.2.5 Compiling the complete draft plan

Barr will revise the various sections of the Plan update based on feedback received during phase 2. We will compile a complete draft of the revised Plan update in electronic format (PDF and/or MS Word). We will provide paper copies for review upon request for an additional cost outside of this scope. We will distribute the draft Plan for unofficial, internal review. We recommend that this review include commissioners and member city and partner staff. We will revise the draft Plan based on feedback received during unofficial review. Upon Commission approval, the revised draft will serve as the official 60-day review draft.

Deliverables:

- Complete draft Plan for internal review (digital format)
- One joint Commission and member city/partner staff meeting to receive feedback on the draft Plan
- Complete revised draft Plan (i.e., 60-day review draft)

1.3 Phase 3 – Formal review, approval, and adoption

During phase 3, Barr will guide the draft Plan through the formal review process as outlined in MN Statutes 103B.

1.3.1 Completing formal 60-day review and responding to comments

Barr will prepare a formal review distribution letter and distribute the 60-day review draft Plan (electronically) to all Plan review authorities as required per MN Statutes 103B. We recommend that the BDMWO post the 60-day review draft Plan on its website for public review and comment. Barr will compile and organize comments received during the review period. Barr will prepare draft responses to the comments and present the draft responses to the Commission. Preparing responses to comments may include follow-up discussions with individual plan review authorities.

Deliverables:

- Compilation of formal comments and draft responses
- One Commission meeting to discuss and revise draft responses
- Revisions to responses to formal comments

1.3.2 Distributing responses to comments and holding public hearing

The BDWMO must hold a public hearing after responding to comments. Also per statute, the hearing must be held no sooner than 14 days after the 60-day review period ends and at least 10 days after submittal of the response to comments. If the planning process is successful up to this point, then the public hearing should be just a formality—a ratification of the Plan and the process. Typically, few people attend this event. We suggest holding the public hearing as part of a regularly scheduled Commission

meeting. At the public hearing, we will give an overview of the draft Plan and a summary of the major comments on the Plan, along with responses and proposed Plan changes.

We assume that the BDWMO Administrator, attorney, and/or member city staff will make the necessary arrangements for the hearing (e.g., public notice of hearing, meeting space arrangements).

Deliverables:

- Electronic distribution of responses to comments
- Presentation of plan highlights at public hearing

1.3.3 Obtaining Plan approval from BWSR

As directed by the Commission after the public hearing, Barr will revise the draft Plan according to the response to comments, additional Commission direction, and in response to comments heard at the public hearing. Barr will present the revised Plan in “tracked changes” format to the Commission and seek approval to submit the Plan to BWSR for final review and approval. BWSR has 90 days to complete its final review. Prior to BWSR Board action on/approval of the BDWMO plan, a BWSR subcommittee meets to make its recommendation for approval/disapproval of the plan. Typically, the WMO is required to attend and present its draft plan at the subcommittee meeting.

Barr will prepare the presentation and attend/present at the subcommittee meeting on behalf of the BDWMO. We encourage the BDWMO Administrator and Commission chair to attend.

Deliverables:

- Revised Plan document submitted electronically to the Commission for approval
- Revised Plan document submitted to BWSR for final review and approval
- Presentation of Plan at BWSR subcommittee meeting

1.3.4 Adopting and distributing the final plan

After BWSR approval of the BDWMO Plan, the Commission will adopt the Plan at a regular meeting. Barr will make any final revisions needed (revisions at this point are assumed to be very minor) and prepare the final Plan in electronic PDF format. We will also prepare a transmittal memo and distribution list for Commission review and approval. We will distribute the final Plan electronically. Barr will prepare one printed copy for BWSR (as required), and additional printed copies upon request for an additional cost outside of this scope. We will also provide the Plan document for hosting on the BDWMO website.

Barr will provide the BDWMO administrator with all source data in digital format (e.g., MS Word files, tables, and GIS data).

Deliverables:

- Transmittal memo and distribution list
- Final Plan document (electronic format suitable for the website and download)
- Source data in original digital format (e.g., MS Word, Excel tables, GIS files)
- One printed copy of the Plan for BWSR

1.4 Phase 4 (Optional) – Coordinating with Dakota SWCD Plan Update

As noted in the Dakota SWCD's response to Plan update notification and discussed at the October 21, 2020 Commission meeting, the Dakota County SWCD is inquiring with BWSR whether the SWCD's Plan update could be coordinated with the BDWMO Plan update. SWCD staff will meet with BWSR staff on November 12 to discuss this further (per November 5, 2020 email from Brian Watson). Although the SWCD plan requirements appear similar to WMO plan requirements, they are pretty broad and we do not yet know the impact and exact nature of this coordination. Some areas of potential collaboration and coordination could include:

- Identifying priority issues and resources that are of importance to both BDWMO and Dakota County SWCD
- Establishing joint goals that both organizations could work towards
- Creating a combined implementation program that would incorporate programs and projects of both organizations
- Convening a TAC to jointly serve both Plan updates
- Incorporating portions of a BDWMO Plan into a Dakota County SWCD Plan or vice versa (e.g., Physical Environment Inventory)

Coordination with Dakota County SWCD Plan development would likely result in incrementally greater plan update costs due to potentially more iterations for deliverables, additional reviews by Dakota County SWCD staff and Board, and additional coordination between Barr, Dakota County SWCD staff, and the BDWMO Administrator. The attached cost estimate includes an estimated incremental cost for this coordination; however, a specific breakdown by task cannot be estimated at the current definition of activities.

Regardless of the extent of joint Plan development coordination, Dakota County SWCD will be invited to participate in BDMWO Plan development as a member of the TAC, a partner, and as a Plan review authority.

2.0 Estimated project costs

Estimated project hours and costs are presented below by project phase. Total costs presented in Table 1 include stakeholder engagement expenses already charged in 2020 (red text). Total costs are presented with and without optional Phase 4. Note that the Phase 1 costs includes costs for attending partner and community events that may not occur due to public health guidance (see Section 1.1.8).

The BDWMO's available funding for the 2022 Plan update is \$110,000.

Table 1 Estimated Project Costs

Project Phase	Barr Hours	Labor Costs	Expenses	Total Cost
Phase 1 – Stakeholder engagement	146	\$30,400 ¹	\$600	\$31,000 ¹
Phase 2 – Plan development	360	\$46,400	--	\$46,400
Phase 3 – Plan review, approval, and adoption	128	\$19,400	\$200	\$19,600
<i>Phase 4 (Optional) – Coordination with Dakota SWCD</i>	<i>84</i>	<i>\$11,100</i>	<i>--</i>	<i>\$11,100</i>
Phase 1-3 Total	634	\$96,200	\$800	\$97,000
Phase 1-4 Total	718	\$107,300	\$800	\$108,100

¹ includes approximately \$10,000 estimated to be spent on authorized early stakeholder engagement activities

3.0 Project Schedule

A draft project schedule is provided on the following page.

