

Black Dog Watershed Management Commission

AGENDA

Wednesday, February 21, 2024

5:00 P.M.

COMMISSIONERS:

Curt Enestvedt, Chair

Mike Hughes, Vice Chair

Scott Thureen, Secretary/Treasurer

Rollie Greeno

Todd Christopherson

Greg Helms, Alternate

Cyndi Bergloff, Alternate

- I. Approval of Agenda
- II. Approval of Minutes – January 17, 2023
- III. Approval of Accounts Payable
- IV. Review Budget Performance Reports
- V. Approve Engineering Services for Two Years
- VI. Approve Legal Services for Two Years
- VII. Discuss CAMP Monitoring Data Delay and Potential Impacts
- VIII. Miscellaneous
- IX. 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.

To obtain this information in alternative forms such as braille, large print, audiotape or qualified readers, please contact the City of Burnsville. Telephone (952) 895-4400, TDD (952) 895-4567.



Agenda Background February 21, 2024

I. Approval of Agenda

Agenda enclosed.

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

II. Approval of Minutes from the January 17, 2024, Meeting

Minutes enclosed.

Action Requested: A motion be considered to approve the Minutes of the January 17, 2024, 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. Approve Engineering Services for Two Years

The Black Dog WMO JPA requires that the Commission solicit for engineering services for every two years. A notice was placed in the newspaper for engineering services and one letter of interest was received from Barr Engineering. The letter of interest is included in the packet.

Action requested: Consider a motion to approve Barr Engineering to provide engineering services for 2024 and 2025.

VI. Approve Legal Services for Two Years

The Black Dog WMO JPA requires that the Commission solicit for legal services for every two years. A notice was placed in the newspaper for legal services and one letter of interest was received from Campbell Knutson. The letter of interest is included in the packet.

Action requested: Consider a motion approving Campbell Knutson to provide legal services for 2024 and 2025.

VII. Discuss CAMP Monitoring Data Delay and Potential Impacts

Barr staff will discuss the delay in getting phosphorus data from the annual CAMP monitoring and potential impacts it could have on reporting.

Action Requested: No formal action required

VIII. Miscellaneous

DRAFT

**Meeting Minutes
January 17, 2024**

MEMBERS PRESENT

Curt Enestvedt, Chair
Mike Hughes, Vice Chair
Scott Thureen, Secretary/Treasurer
Todd Christopherson
Greg Helms, Alternate

MEMBERS ABSENT

Rollie Greeno
Cyndi Bergloff, Alternate

OTHERS PRESENT

Greg Williams – Barr Engineering
Cole Birkeland – Campbell Knutson
Curt Coudron – Dakota County Soil & Water Conservation District
Jessica Schaum – City of Apple Valley
Ann Messerschmidt – City of Lakeville
Daryl Jacobson – BDWMO Administrator
Vickie Martin – BDWMO Secretary

Curt Enestvedt, Chair, called the January 17, 2024, meeting to order at 5:00 pm.

I. Approval of Agenda

Motion by Mike Hughes, second by Scott Thureen to approve the January 17, 2024, Agenda as presented.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

Motion Carried Unanimously

II. Approval of Minutes from the November 15, 2023, Meeting

Motion by Todd Christopherson, second by Mike Hughes, to approve the November 15, 2023, Minutes as presented.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

Motion Carried Unanimously

III. Approval of Accounts Payable

Motion by Scott Thureen, second by Mike Hughes, to approve accounts payable to Barr Engineering in the amount of \$7639.50 for services from October 29, 2022, through December 30, 2022; and, to Campbell Knutson in the amount of \$175.00 for November 2022 general services; and, to Metropolitan Council in the amount of \$3,420.00 for CAMP.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

Motion Carried Unanimously

IV. Review Budget Performance Reports

Daryl Jacobson, BDWMO Administrator, shared that everything looks good.

No Formal Action Required

V. Election of Officers for 2024

The Black Dog WMO Joint Powers Agreement requires that officers be elected each year. Current officers are:

Chair – Curt Enestvedt
Vice Chair – Mike Hughes
Secretary/Treasurer – Scott Thureen

Officer nominations are Curt Enestvedt for Chair, Mike Hughes for Vice-Chair, and Scott Thureen for Secretary/Treasurer. Commissioners present were Curt Enestvedt, Mike Hughes, Scott Thureen, Todd Christopherson and Greg Helms.

Motion by Mike Hughes, second by Curt Enestvedt, to elect Curt Enestvedt as Commission Chair, Mike Hughes as Commission Vice-Chair, and Scott Thureen as Commission Secretary/Treasurer for the 2024 term.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

VI. Approval of Engineering Fees for 2024

A copy of the Barr Engineering letter outlining the proposed 2024 fee schedule was provided to the Commission for review prior to this meeting.

Motion by Mike Hughes, second by Scott Thureen, to approve the Barr Engineering Fee Schedule for 2024.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

Motion Carried Unanimously

VII. Approval of Official Depositories for Commission Funds

Auditors recommend the Commission designate official depositories for its funds on an annual basis. Current depositories are the US Bank in St. Paul and the League of MN Cities 4M Fund. These depositories have served the commission well and staff recommends continuing with them.

Motion by Mike Hughes, second by Greg Helms, to approve the US Bank in St. Paul and the League of MN Cities 4M Fund as the official depositories for the Black Dog WMO funds for 2024.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

Motion Carried Unanimously

VIII. Approval of Official Newspaper for the Black Dog WMO

The JPA requires the Commission designate an official newspaper. In 2023, the Black Dog WMO used the Sun Thisweek as its official newspaper. Historically the same official newspaper as the City of Burnsville has been adopted because that community represents the majority of land area within the WMO. Staff recommends the Commission continue with the Sun Thisweek as the official newspaper. Items typically published in the official newspaper are public notices.

Motion by Mike Hughes, second by Scott Thureen, to approve the Burnsville Sun Thisweek as the official Black Dog WMO newspaper for 2024.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

Motion Carried Unanimously

IX. Approval of 2024 Joint Powers Agreement with Dakota County SWCD

The Joint Powers Agreement (JPA) with the SWCD was reviewed by the Black Dog WMO attorney. A copy of the JPA was provided to the Commission for review prior to tonight's meeting. The 2024 SWCD work plan and budget were previously approved by the Commission.

Motion by Mike Hughes, second by Todd Christopherson, to approve the Joint Powers Agreement with Dakota County SWCD for 2024.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

Motion Carried Unanimously

X. Discuss Potential Stories for the Annual Watershed Report

Greg Williams, Barr Engineering, lead the discussion on potential topics for the 2023 Watershed Report. Commission members were asked to provide feedback on ideas for the report.

Topics included extra context on 2023 monitoring results which are under the new management plan, list of projects, summary of goal tracking and keeping the landscape for clean water results.

No Formal Action Required

XI. Miscellaneous

1. Next meeting will be February 21st. Scott Thureen will not be in attendance.
2. The BDWMO agenda will be full, including a report review through May. Commission members please let Tammi know if you will not attend the February meeting.
3. Orchard Lake will be monitored in 2024.
4. Degrading trend in Orchard and Kingsley lakes. Barr will be working with City of Lakeville.

XII. Adjournment

Motion by Mike Hughes, second by Scott Thureen, to adjourn at 5:23 pm.

Ayes – Enestvedt, Hughes, Thureen, Christopherson, Helms,
Nays – None

Motion Carried Unanimously



Accounts Payable February 21, 2024 Meeting

Barr Engineering - Services from December 30, 2023 through February 2, 2024

Engineering	\$	2,507.50
Special Projects: General Fund - 2023 Management Level Monitoring - Keller Lake	\$	70.00
Water Quality Monitoring - Update Trend Analyses	\$	280.00
	\$	<u>2,857.50</u>

Campbell Knutson

General Services - December 2023	\$	245.00
General Services - January 2024	\$	477.88
	\$	<u>722.88</u>

City of Burnsville

2022 City of Burnsville Support Services	\$	23,184.01
	\$	<u>23,184.01</u>

Accounts Payable Total \$ 26,764.39

resourceful. naturally.
engineering and environmental consultants



Remittance address:

**Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825**

February 13, 2024

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 December 30, 2023 through February 2, 2024

TOTAL PAYABLE THIS INVOICE:	\$ 2,857.50
Allocation:	
Engineering	\$ 2,507.50
Special Projects: General Fund	
• Reporting on 2023 Keller Lake Water Quality Monitoring	\$ 70.00
Water Quality Monitoring	
• Update Trend Analyses	\$ 280.00

2-13-24

A handwritten signature in black ink, appearing to be "Daryl Jacobson", with a large "OK" written above it.

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 black ink that reads "Karen L. Chandler".

Karen L. Chandler
Vice President

BUDGET SUMMARY - 2024 FY
Black Dog Watershed Management Commission
December 30, 2023 through February 2, 2024

Work Description	Pre-2023 Costs	2024 Barr Budget	Current Invoice	Spent This Year	Balance
Engineering	-----	34,000.00	2,507.50	2,507.50	31,492.50
Special Projects: General Fund					
<i>Reporting on Keller Lake 2023 Water Quality Monitoring</i>	-----	7,500.00	70.00	70.00	7,430.00
<i>Orchard Lake 2024 Management Level Monitoring</i>		21,000.00	0.00	0.00	21,000.00
Subtotal -- Special Projects: General Fund	-----	28,500.00	70.00	70.00	28,430.00
Water Quality Monitoring					
<i>Update Trend Analyses</i>	-----	2,000.00	280.00	280.00	1,720.00
Subtotal -- W.Q. Monitoring	-----	2,000.00	280.00	280.00	1,720.00
Public Education					
<i>Watershed Annual Report</i>	-----	4,800.00	0.00	0.00	4,800.00
<i>Annual Activity Report (BWSR)</i>	-----	3,000.00	0.00	0.00	3,000.00
Subtotal -- Public Education	-----	7,800.00	0.00	0.00	7,800.00
Total Services	-----	72,300.00	2,857.50	2,857.50	69,442.50



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

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

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

February 13, 2024
Invoice No: 23190374.24 - 1

Total this Invoice	\$2,507.50
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Regarding: BDWMO 2024 Engineering Services

This invoice is for professional services related to the above project.

Professional Services from December 30, 2023 to February 2, 2024

Job:	2024	Engineering Services
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Task:	001	Attend BDWMO Meetings
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Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist III			
Williams, Sterling	1.50	170.00	255.00
	1.50		255.00
Subtotal Labor			255.00
		Task Subtotal	\$255.00

Task:	002	Miscellaneous Consulting
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Labor Charges

	Hours	Rate	Amount
Vice President			
Chandler, Karen	6.10	210.00	1,281.00
Engineer / Scientist / Specialist III			
Williams, Sterling	4.40	170.00	748.00
Engineer / Scientist / Specialist II			
Menken, Kevin	.20	140.00	28.00
Support Personnel II			
Nypan, Nyssa	1.70	115.00	195.50
	12.40		2,252.50
Subtotal Labor			2,252.50
		Task Subtotal	\$2,252.50
		Job Subtotal	\$2,507.50

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

Total this Invoice	\$2,507.50
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	Current	Prior	Total	Received	A/R Balance
Invoiced to Date	2,507.50	0.00	2,507.50	0.00	2,507.50

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager, at (952) 832-2945 or email at gwilliams@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

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

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

February 13, 2024
Invoice No: 23190375.24 - 1

Total this Invoice	\$70.00
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Regarding: Management Level Water Quality Monitoring

This invoice is for professional services related to the above project.

Professional Services from December 30, 2023 to February 2, 2024

Job:	KEL	Keller Lake 2023 Reporting
Task:	100	Report

Labor Charges

	Hours	Rate	Amount
Engineer / Scientist / Specialist II			
Menken, Kevin	.50	140.00	70.00
	.50		70.00
Subtotal Labor			70.00
		Task Subtotal	\$70.00
		Job Subtotal	\$70.00
		Total this Invoice	\$70.00

	Current	Prior	Total	Received	A/R Balance
Invoiced to Date	70.00	0.00	70.00	0.00	70.00

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Greg Williams, your Barr project manager, at 952.932.2945, or email gwilliams@barr.com.

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



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

Remittance address:
Lockbox 446104
PO Box 64825
St Paul, MN 55164-0825

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

February 13, 2024

Invoice No: 23190375.99 - 12

Total this Invoice	\$280.00
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Regarding: Trend Analysis

This invoice is for professional services related to the above project.

Professional Services from December 30, 2023 to February 2, 2024

Job:	2024	2023 Data
Task:	100	Trend Analysis 2023 Data

Labor Charges

	Hours	Rate	Amount	
Engineer / Scientist / Specialist II				
Menken, Kevin	2.00	140.00	280.00	
	2.00		280.00	
Subtotal Labor				280.00
		Task Subtotal		\$280.00
		Job Subtotal		\$280.00
		Total this Invoice		\$280.00

	Current	Prior	Total	Received	A/R Balance
Invoiced to Date	280.00	6,315.00	6,595.00	6,315.00	280.00

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Greg Wilson, your Barr project manager, at (952) 832-2672 or email at gwilson@barr.com.

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 Rd Ste 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

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December 31, 2023
Account # 602-0000G
391

RE: GENERAL SERVICES
RENDERED TO DATE:

			HOURS	
12/05/2023	CAB	Draft public notices; send emails.	0.30	52.50
12/07/2023	JDS	Email from and email to C. Birkeland re: notice.	0.20	35.00
12/08/2023	JDS	Office conference with C. Birkeland re: posting solicitation.	0.20	35.00
	CAB	Send emails re: RFP notice.	0.30	52.50
12/11/2023	CAB	Send emails re: publication.	0.40	70.00
		AMOUNT DUE	1.40	245.00
		TOTAL CURRENT WORK		245.00
		PREVIOUS BALANCE		\$595.00
		TOTAL AMOUNT DUE		<u>\$840.00</u>

OK

2-14-24

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.

CAMPBELL KNUTSON
Professional Association
Attorneys at Law
Federal Tax I.D. #41-1562130
Grand Oak Office Center I
860 Blue Gentian Rd Ste 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

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January 31, 2024
Account # 602-0000G
392

RE: GENERAL SERVICES
RENDERED TO DATE:

		HOURS	
01/02/2024	CAB Send email re: publication of notice.	0.20	35.00
01/08/2024	CAB Review JPA; send email.	0.60	105.00
01/17/2024	CAB Review agenda packet.	0.30	52.50
	CAB Attend meeting; travel to and from.	1.30	227.50
01/29/2024	CAB Send emails.	0.20	35.00
	AMOUNT DUE	2.60	455.00
01/19/2024	ECM Publishers, Inc. (STW Burnsville) - publication fees.		22.88
	TOTAL DISBURSEMENTS		22.88
	TOTAL CURRENT WORK		477.88
	PREVIOUS BALANCE		\$840.00
01/23/2024	Payment - thank you		-595.00
	TOTAL AMOUNT DUE		<u>\$722.88</u>

 2-14-24

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.



**CITY OF BURNSVILLE
INVOICE**

**2023 City of Burnsville Support Services
Black Dog Watershed Management Organization**

BLACK DOG WMO 2023 MEETING DATES

January 18, 2023
February 15, 2023
April 19, 2023
May 17, 2023
June 21, 2023
August 16, 2023
September 20, 2023
October 18, 2023
November 15, 2023

ADMINISTRATIVE STAFF TIME

Daryl Jacobson	209.00 Hours	\$ 17,576.90
Tammi Carte	78.00 Hours	\$ 3,705.78
Ericka Babione	13.00 Hours	\$ 898.30
Vickie Martin	2.00 Hours	\$ 85.78
		<u>\$ 22,266.76</u>

CORRESPONDENCE / POSTAGE

General Correspondence	\$ 200.00
Postage	\$ 60.00
	<u>\$ 260.00</u>

SUPPLIES / PRINTING

Supplies	\$ 25.00
Black & White Printing	245 Copies \$ 61.25
Color Printing	571 Copies \$ 571.00
	<u>\$ 657.25</u>

2023 City of Burnsville Support Services Invoice Amount

\$

23,184.01

OK
DQ-Sub
7-6-24

BLACK DOG WMO
CASH ACTIVITY REPORT 2024

					Expenditures:											
				Monthly	General	Special	Special	Special								
Date	Description	Deposits	Check #	Cash	Engineering	Projects	Projects	Projects	Insurance	Legal	Admin	Public	Water	Conf	Contingency	
				Balance	Support	(General)	(Capital)	(Gen. Reserve)		& Audit	Support	Education	Quality	Public		
	Balance as of 12/31/23			563,723.96												
17-Jan	Barr Engineering Co (2023)		1822	6,289.38	4,969.38	1,320.00										
17-Jan	Campbell Knutson (2023)		1823	595.00						595.00						
17-Jan	Dakota Cnty Soil & Water Conservation Dist (20		1824	4,815.00		1,500.00						3,315.00				
31-Jan	Interest Income (January 2024)	2,484.79														
01/31/23 Balance		2,484.79		11,699.38	554,509.37	4,969.38	2,820.00	-	-	-	595.00	-	3,315.00	-	-	-
Total Revenue		2,484.79	Total Expense	11,699.38		4,969.38	2,820.00	-	-	-	595.00	-	3,315.00	-	-	-
Less: 2023 A/R		-	Less: 2023 A/P	(11,699.38)		(4,969.38)	(2,820.00)	-	-	-	(595.00)	-	(315.00)	-	-	-
December LMC insurance reclass		-		-												
Total YTD 2024 Revenue		2,484.79	Total YTD 2024 Exp	-		-	-	-	-	-	-	-	3,000.00	-	-	-
			2024 Budget	144,800.00		34,000.00	43,800.00	-	-	2,500.00	5,000.00	24,000.00	24,000.00	6,000.00	500.00	5,000.00
			Budget Remaining	144,800.00		34,000.00	43,800.00	-	-	2,500.00	5,000.00	24,000.00	21,000.00	6,000.00	500.00	5,000.00
YTD Interest Income		-														

BLACK DOG WATER MANAGEMENT COMMISSION

Budget Performance Report

December 31, 2023

(as of 1/31/2024)

	CURRENT MONTH	YEAR TO DATE			
	ACTUAL	GENERAL FUND BUDGET	CAPITAL IMPROVEMENT FUND BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Opening Fund Balance		\$ 382,290	\$ 103,489	\$ 485,780	
REVENUES :					
Member Contributions:					
City of Apple Valley	\$ -	\$ 10,412	\$ 992	\$ 11,404	\$ -
City of Burnsville	-	94,014	9,186	103,200	-
City of Eagan	-	586	-	586	-
City of Lakeville	-	25,988	2,322	28,310	-
Total Member Contributions	-	131,000	12,500	143,500	-
Other Revenues:					
Interest	\$ -	\$ 40	\$ -	\$ 24,677	\$ 24,637
Grant (State of MN BWSR)	-	-	-	-	-
Total Other Revenue	-	40	-	24,677	24,637
Total Revenues	\$ -	\$ 131,040	\$ 12,500	\$ 168,177	\$ 24,637
EXPENDITURES :					
General Engineering Support	\$ 4,969	\$ 43,000	\$ -	\$ 32,570	\$ 10,430
Special Projects - General Fund	2,820	37,300	-	34,485	2,815
Special Projects - Capital Improvement Fund	-	-	-	-	-
Special Projects - General Fund Reserve	-	-	-	-	-
Insurance	-	2,500	-	2,599	(99)
Legal and Audit	595	5,000	-	2,678	2,323
Administrative Support	-	24,000	-	-	24,000
Public Education	3,315	25,700	-	19,834	5,866
Water Quality Monitoring	-	15,200	-	9,767	5,433
Conference/Publications	-	500	-	-	500
Contingency	-	5,000	-	-	5,000
Total Expenditures	11,699	158,200	-	101,933	56,267
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	(11,699)	(27,160)	12,500	66,245	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES PLUS OPENING FUND BALANCE				552,025	
TOTAL CASH AVAILABLE 12/31/2023	552,025				
Fund Balance 12/31/2023	\$ 552,025				

BLACK DOG WATER MANAGEMENT COMMISSION

Budget Performance Report January 31, 2024

	CURRENT MONTH	YEAR TO DATE			
	ACTUAL	GENERAL FUND BUDGET	CAPITAL IMPROVEMENT FUND BUDGET	ACTUAL	VARIANCE FAVORABLE (UNFAVORABLE)
Opening Fund Balance		\$ 436,035	\$ 115,989	\$ 552,025	
REVENUES :					
Member Contributions:					
City of Apple Valley	\$ -	\$ 10,412	\$ 992	\$ -	\$ (11,404)
City of Burnsville	-	94,014	9,186	-	(103,200)
City of Eagan	-	586	-	-	(586)
City of Lakeville	-	25,988	2,322	-	(28,310)
Total Member Contributions	-	131,000	12,500	-	(143,500)
Other Revenues:					
Interest	\$ 2,485	\$ 500	\$ -	\$ 2,485	\$ 1,985
Grant (State of MN BWSR)	-	-	-	-	-
Total Other Revenue	2,485	500	-	2,485	1,985
Total Revenues	\$ 2,485	\$ 131,500	\$ 12,500	\$ 2,485	\$ (141,515)
EXPENDITURES :					
General Engineering Support	\$ -	\$ 34,000	\$ -	\$ -	\$ 34,000
Special Projects - General Fund	-	43,800	-	-	43,800
Special Projects - Capital Improvement Fund	-	-	-	-	-
Special Projects - General Fund Reserve	-	-	-	-	-
Insurance	-	2,500	-	-	2,500
Legal and Audit	-	5,000	-	-	5,000
Administrative Support	-	24,000	-	-	24,000
Public Education	-	24,000	-	-	24,000
Water Quality Monitoring	-	6,000	-	-	6,000
Conference/Publications	-	500	-	-	500
Contingency	-	5,000	-	-	5,000
Total Expenditures	-	144,800	-	-	144,800
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES	2,485	(13,300)	12,500	2,485	
EXCESS OF REVENUES OVER (UNDER) EXPENDITURES PLUS OPENING FUND BALANCE				554,509	
TOTAL CASH AVAILABLE 1/31/2024	554,509				
Fund Balance 1/31/2024	\$ 554,509				

Letter of interest to provide

Engineering consulting services

For the years 2024 and 2025



Prepared for the

Black Dog Watershed Management Organization

Submitted by Barr Engineering Co.
February 2024



February 8, 2024

Black Dog Watershed Management Organization
c/o Daryl Jacobson
City of Burnsville Maintenance Facility
13713 Frontier Court
Burnsville, MN 55337

Re: Interest in providing 2024-2025 engineering consulting services

Dear Commissioners,

Barr Engineering Co. is pleased to submit our qualifications to the Black Dog Watershed Management Organization to provide engineering consulting services. We value our years of assistance to the WMO, which began in 1996. This history gives us a deep understanding of your organization's goals, priorities, and challenges. Some of the benefits Barr offers include:

- **Long-term commitment to working with you.** Serving the WMO for nearly 30 years means our team knows your organization's approach to watershed management—your policies, goals, and objectives. You can count on us to continue guiding existing activities and initiatives. We are committed to providing you with cost-effective and quality service from a core team of Barr staff that has served you for many years. Our team will be anchored by leaders you've come to know and trust— Karen Chandler will continue in the principal role and support Greg Williams in the role of WMO Engineer (which he stepped into in 2023). This means that you can count on continuity of team members and a commitment to getting the work done right the first time, on schedule and within budget.
- **In-depth knowledge of your watershed and your efforts to maintain the quality of the water resources.** We know your watershed's history, physical characteristics, and improvement efforts. Through management level monitoring, we establish a thorough understanding of the health of your strategic waterbodies. This knowledge means early identification of emerging issues, less time getting up to speed, and greater confidence and efficiency in providing the best possible plans and solutions.
- **Credibility.** Barr has established a reputation as experts in water resources management and has developed strong working relationships with governmental agencies. The WMO will continue to benefit from Barr's reputation and these relationships, as they allow us to keep abreast of current grant opportunities, changing regulatory programs, management trends, and developing water resource issues. This will be especially helpful to your organization as you continue to implement your watershed management plan and leverage watershed-based implementation funding.
- **Multidisciplinary team with a wide breadth of knowledge to address any of your challenges.** With more than 1,000 engineers, scientists, and technical experts company-wide, we have the expertise and capacity to solve your most challenging problems, both in terms of size and complexity. We can draw from a variety of disciplines, and our depth and breadth of staff allow you to easily access additional personnel, as needed.

Thank you for the opportunity to provide information regarding our watershed management services. We look forward to continuing our successful working relationship. If you have any questions, please feel free to contact Karen Chandler at 612-247-6666 or kchandler@barr.com, or Greg Williams at 651-261-0751 or gwilliams@barr.com.

Sincerely,

A handwritten signature in black ink that reads "Karen L. Chandler".

Karen Chandler, PE
Principal in Charge

A handwritten signature in black ink that reads "Greg Williams".

Greg Williams, PE
Project Manager



Water resources services

Water quality monitoring, studies, and project implementation

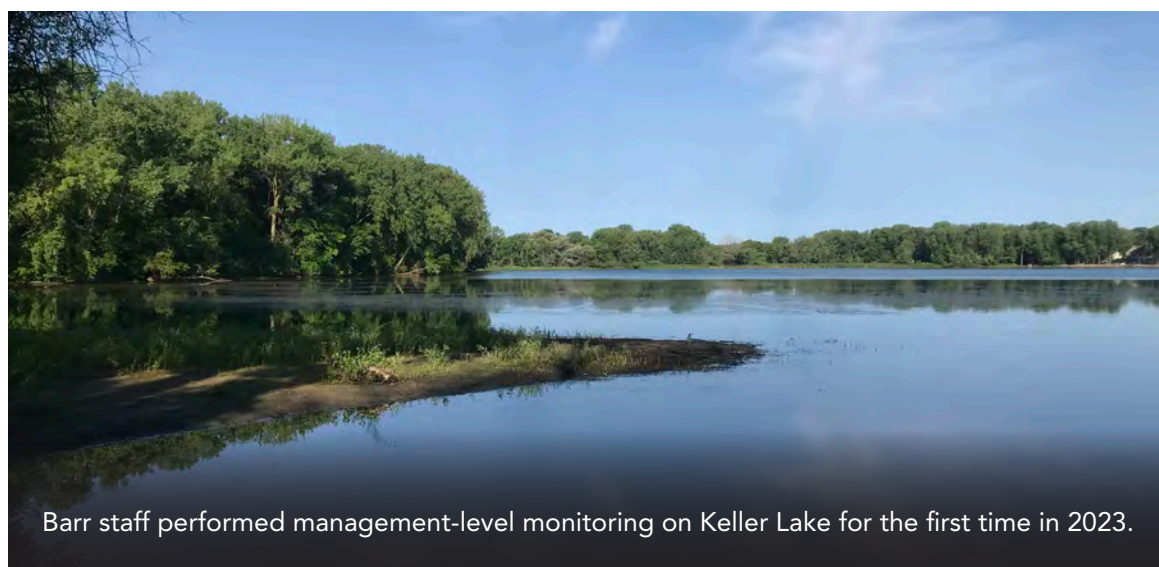
Barr conducts surface water quality studies and develops management plans for lakes, streams, and wetlands to achieve goals specific to those water bodies. We have completed more than 30 Total Maximum Daily Load (TMDL) studies or Water Restoration and Protection Strategy (WRAPS) projects. Many were large-scale and/or multiple-impairment studies.

Barr also helps our clients identify, design, and implement water quality improvement projects. From 2018 to 2021, we assisted the BDWMO in preparing for and performing two in-lake alum treatments of Keller Lake. We also assisted the BDWMO in securing a BWSR Clean Water Fund grant for the alum treatments. Barr has also assisted the City of Apple Valley in completing a subwatershed analysis of Keller Lake to evaluate sources of phosphorus loading and potential management actions.

Barr develops and implements lake monitoring programs for watershed management organizations and municipalities that are specific to each organization's objectives. We establish baseline information, identify trends, and support more detailed analyses of the ecological health of the waterbodies. Barr currently performs management-level water quality monitoring on five BDWMO strategic waterbodies.

Our services include:

- Completing diagnostic feasibility studies to determine the causes of poor lake water quality and evaluate the feasibility and benefits of various water quality improvement practices
- Completing TMDL studies for clients and the MPCA, including developing TMDL reports and implementation plans
- Using water quality modeling to identify pollutant sources and prioritize improvement efforts
- Collecting, analyzing, and reporting on chemical and biological data for lakes, including trends
- Monitoring and managing aquatic plants
- Designing stormwater best management practices (BMPs) to improve downstream water quality
- Designing and implementing chemical treatment options for in-lake, pond, or other watershed BMPs



Barr staff performed management-level monitoring on Keller Lake for the first time in 2023.

Watershed planning and management

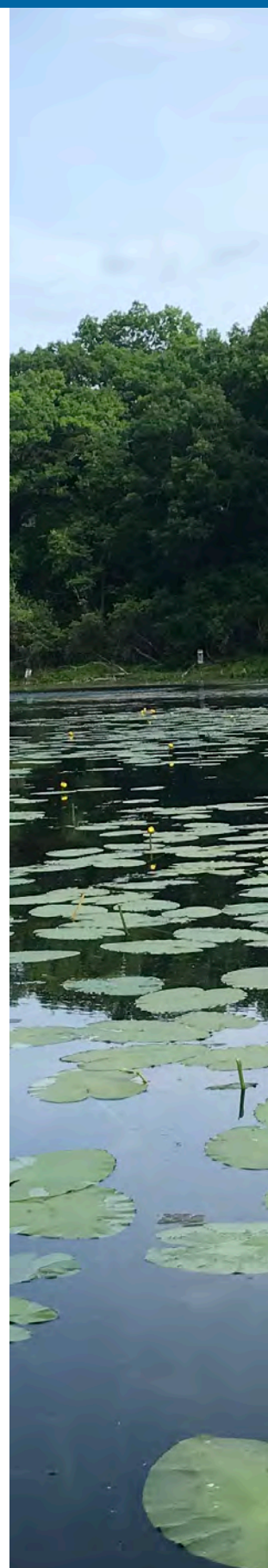
Barr has provided engineering expertise to watershed management organizations and federal, state, and municipal clients for more than 50 years, and our water resources staff has grown to include more than 100 water resources engineers and scientists. Whether you have a single concern or need help with multiple complex watershed issues, we can provide workable, affordable, and environmentally sound solutions. We've written dozens of watershed management plans and updates and have also helped more than 50 municipalities develop local water management plans.

Barr recently assisted the BDWMO commissioners in developing their 2022-2032 Watershed Management Plan, which the BDWMO adopted in October 2022. Throughout the process, Barr provided the commissioners with the information and experience needed to confidently develop a plan including prioritized, targeted, and measurable actions. We will continue to assist the BDWMO in leveraging watershed-based implementation funding to implement the plan.

We can also help secure grants to fund projects, including ecological restoration, stormwater management, and flood risk reduction. We have helped prepare winning applications for public and private clients, including the BDWMO and other watershed management organizations, with awards ranging from \$10,000 to \$10 million.

Our services include:

- Preparing watershed management plans and amendments
- Conducting gaps analyses for WMOs
- Tracking grant opportunities and assisting with grant applications
- Developing rules, regulations, and performance standards for WMOs
- Reviewing local water management plans for conformance with WMO plans
- Supporting WMO and partner use of watershed-based implementation funding
- Coordinating with administrators, commissioners, municipalities, regulatory agencies, and other stakeholders to achieve shared goals
- Coordinating and facilitating stakeholder involvement
- Preparing annual reports
- Tracking plan implementation and progress towards goals
- Reviewing development and redevelopment plans and projects
- Providing administrative support



Stormwater and flood risk management

Local and state regulatory agencies have increased their regulation of stormwater, resulting in increased focus on stormwater best management practices (BMPs) that reduce the rate and volume of runoff and the associated pollutant loading. Our knowledge of and experience with alternative and innovative stormwater practices allows us to pursue creative solutions to stormwater problems on challenging sites.

When it comes to urban stormwater best management practices, we wrote the book—the Metropolitan Council's *Minnesota Urban Small Sites BMP Manual*. This served as a model for the Minnesota Stormwater Manual published by the MPCA. Barr was also the primary consultant to the MPCA for the MIDS project, which included developing stormwater performance standards and a BMP credit calculator to promote the implementation of low-impact development.

Changing trends in precipitation amounts and intensities place increasing pressure on stormwater infrastructure, and on cities and watershed management organizations tasked with protecting public safety and property. Barr's experience in hydrologic and hydraulic modeling, risk assessment, and regulatory policy maintains our position at the forefront of floodplain management issues.



Barr staff sampled Lac Lavon water quality in 2022.

Our stormwater management services include:

- Evaluating stormwater management systems with computer models to estimate watershed runoff, flow through storm sewer networks, and flood elevations in ponds, lakes, and streams
- Inventorying and evaluating sediment accumulation in stormwater ponds, including surveying ponds, collecting sediment samples, and evaluating laboratory results, and obtaining necessary permits for sediment removal projects
- Determining project cost allocations to stakeholders based on hydrologic and water quality modeling analyses
- Installing and operating stormwater flow and water quality monitoring equipment
- Designing and overseeing construction of stormwater management infrastructure, including storm sewers, detention ponds, stormwater treatment BMPs, flood protection measures, and dams
- Helping counties, municipalities, and other municipal separate storm sewer system operators (MS4s) meet NPDES permitting requirements

Our flood risk reduction and floodplain management services include:

- Performing hydrologic and hydraulic modeling, including identifying needs and model selection
- Conducting flood insurance studies
- Mapping floodplains and completing map revisions
- Assisting with FEMA levee certifications
- Assisting with floodplain permitting
- Conducting dam failure analyses
- Designing flood control structures

Ecological planning

Barr understands the interaction between the natural and built environment. Using this as a basis for design, we look for affordable and long-term solutions that blend traditional engineering practices with an ecologically sound approach that strives to balance ecological function, watershed characteristics, and hydrologic conditions with the ways people use the land. Throughout our work for WMOs, we encourage and promote the use of innovative stormwater management techniques where appropriate.

Our services include:

- Designing development and redevelopment sites using low-impact design principles
- Designing low-impact development stormwater BMPs (rain gardens, infiltration, and filtration systems)
- Developing and conducting ecological health monitoring programs for waterbodies
- Master planning for stormwater and natural resources management
- Lakescaping to improve shoreline stability and habitat
- Developing and implementing plans for managing aquatic plants
- Developing rapid-response plans for aquatic invasive species
- Performing environmental reviews
- Education and interpretive planning
- Managing fish and wildlife
- Greenway planning

Wetland management

Barr assists WMOs and municipalities in delineating wetlands, assessing functions and values, and administering the Wetland Conservation Act (WCA). Barr has provided wetland services and been involved in administration of the WCA since the law's inception in 1991 and through the four major amendments adopted since the permanent rules went into effect in 1993. As a result, we have developed an in-depth knowledge of the law and its administration. Our team includes Minnesota-certified wetland delineators with the experience necessary to assist the BDWMO and its cities.

Our services include:

- Delineating wetland boundaries and classifying wetlands
- Developing wetland inventories and function and value assessments
- Monitoring wetlands and training others to monitor them
- Designing and implementing wetland restoration plans
- Developing wetland mitigation plans and assisting with permitting
- Helping local government units administer Minnesota's Wetland Conservation Act (WCA)
- Evaluating wetland hydrology and potential impacts of hydrologic modifications



Watershed residents fish on Orchard Lake, one of the BDWMO's five strategic waterbodies.



Key team members

Greg Williams, an experienced senior water resources engineer, will serve as the BDWMO's primary contact and WMO Engineer. He will handle day-to-day activities, coordinate with the administrator, and attend BDWMO and technical advisory committee (TAC) meetings. Karen Chandler will retain her role as overall director of Barr's work, and be available to share her extensive knowledge of the watershed. Greg and Karen will be supported by a team of experts who are leaders in limnology, surface water quality, aquatic invasive species management, wetlands, stormwater management, ecology, shoreline and habitat restoration, and watershed management planning. Our Minneapolis-based team is just minutes away, which will facilitate consistency and face-to-face interactions. If additional technical resources are needed, you'll have easy access to Barr's 1,000-plus engineers, scientists, and technicians across 24 disciplines.



KAREN CHANDLER, PE
Vice President, Sr. Water Resources Engineer, Principal in Charge
MS, Civil Engineering

Karen has served the BDWMO for over 25 years. Karen's 42 years of experience include 37 years working with watershed organizations, cities, and other public clients to complete and implement watershed and stormwater management plans; conduct hydrologic, hydraulic, and water quality analyses; manage water quality monitoring programs; and assist with feasibility assessment, design, and construction of stormwater projects. Karen also assists clients with stakeholder engagement, including community relations, public presentations, and facilitation of public processes. Over the last 25 years, she has helped the BDWMO prepare and implement three watershed management plans, assisted with applying for grants on behalf of the WMO or the member cities, assisted the BDWMO in a BWSR PRAP Level II Performance Review, helped the WMO implement the BWSR watershed-based funding program, and has led the Barr team that performs water quality monitoring and performed habitat monitoring work for the WMO's five strategic water resources.



GREG WILLIAMS, PE
Sr. Water Resources Engineer, Project Manager
MSCE, Civil and Environmental Engineering

Greg has 17 years of experience helping watershed organizations and cities develop watershed and surface water management plans, CIPs, ordinances, policies, and hydrologic and hydraulic and water quality models. He contributed to the BDWMO 2012 Plan and managed the update of their 2023-2032 watershed management plan. Following adoption of the plan, he assisted the BDWMO in developing metrics and "scorecards" to track progress towards plan goals. Greg began providing primary engineering services to the BDWMO in late 2023, building on his years of experience with the WMO. Greg has served as the engineer for the Lower Mississippi River WMO for eight years, assisting that organization with grant applications, technical assistance, and engineering services addressing water quality, flood risk reduction, and stormwater management needs. Greg is currently assisting the Lower Mississippi River WMO in executing actions identified in their 2023-2032 Watershed Management Plan. Greg has managed or assisted in the development of the most recent watershed management plans for the Bassett Creek WMC, Capitol Region WD, Lower Rum River WMO, Ramsey-Washington Metro WD, Riley-Purgatory-Bluff Creek WD, and Valley Branch WD. He also managed the most recent local water management plan updates for several cities in the Twin Cities metropolitan area and greater Minnesota.



GREG WILSON, PE
Sr. Water Resources Engineer, Water Quality Management
MS, Civil Engineering

Greg has 33 years of experience in water resources management. His expertise includes water quality modeling, TMDL/WRAPS studies, stressor identification, limnology, watershed and lake management plan development, hydrology and hydraulics, NPDES and wetland permitting, diagnostic feasibility studies, SWPPP development, and public education and outreach. He has managed 14 separate TMDL/WRAPS projects for the Minnesota Pollution Control Agency and local watershed organizations and is a frequent contributor to water quality and stormwater management guidance published in the Minnesota Stormwater Manual. Greg recently assisted the BDWMO and the City of Burnsville with planning and completing alum treatments of lakes and ponds. He managed the Keller Lake alum treatment project, including preparing the feasibility study, assisting the BDWMO in their successful BWSR Clean Water Fund grant application, and overseeing both phases of alum treatment. Greg also managed the development of an updated Keller Lake UAA study for the City of Burnsville in 2020. He recently completed comprehensive lake and watershed management studies and implementation projects for Sweeney Lake that included controls on carp population and sediment phosphorus release.

**KEVIN MENKEN****Sr. Environmental Engineer, Water Quality Management**

MS, Environmental Engineering

Kevin has nearly 20 years of experience in water resources engineering and environmental investigation, remediation, and restoration. In addition to performing sediment investigations and phosphorus studies, he manages water quality monitoring of lakes, rivers, and streams, models pollutant runoff from watersheds, and develops TMDLs. Kevin conducts laboratory analyses of phosphorus fractions in lake sediments, performs studies on internal phosphorus loading, and determines alum dosing to treat internal lake phosphorous loading. He also manages Barr's aquatic invasive species prevention program. For the BDWMO, Kevin manages the management level water quality monitoring of the BDWMO's strategic waterbodies and conducted sediment sampling and sediment phosphorus analyses at Lac Lavon.

**KAREN WOLD****Sr. Environmental Scientist, Wetland and Habitat Management**

BA, Environmental Studies

Karen has nearly 22 years of experience with wetland delineations, monitoring, permitting, replacement plans, and functional assessments for Minnesota watershed organizations and municipal, county, industry, and commercial clients. She serves as a technical representative for administration of the WCA and local government wetland rules. Past BDWMO work has included revamping the habitat monitoring program and conducting field monitoring, wetland functional analysis, and reporting.

**DAVE MELMER****Sr. Environmental Technician, Water Quality Monitoring**

BS, Biology

Dave has more than 38 years of experience collecting and analyzing biological and water-chemistry samples from lakes, rivers, streams, and stormwater treatment discharges. His experience includes periphyton, zooplankton, and macroinvertebrate sampling; performing water quality monitoring and sampling; collecting sediment cores from rivers, lakes, and holding ponds; conducting electro-fish surveys; and assisting with wetland delineations. He has conducted work at several BDWMO strategic waterbodies.

**MEG RATTEI****Sr. Biologist, Aquatic Plant Management**

BA, Biology

Meg has nearly 50 years of experience working on projects involving aquatic species monitoring and management as well as water quality monitoring, studies, and management plans. She develops aquatic invasive species prevention, management, and emergency-response plans, including for the Valley Branch WD and the Bassett Creek WMC. Meg has managed more than a dozen herbicide-treatment implementation projects to control Eurasian watermilfoil and/or curly-leaf pondweed. She was also involved in the response to a zebra mussel infestation in a regionally important lake in the Twin Cities metropolitan area. Meg manages the aquatic plant surveys performed on behalf of the BDWMO.

**JEN KOEHLER, PE****Sr. Water Resources Engineer, Water Quality Management**

MS, Water Resources

Jennifer's 18 years of experience includes working on projects involving hydrologic and hydraulic modeling, in-lake water quality modeling, water management planning, and development of best management practices, including BMPs for stormwater reuse. She worked on the BDWMO's TMDL study for Crystal, Keller, and Lee Lakes, and has been involved with developing related implementation plans. Jennifer assisted the City of Apple Valley with performing a subwatershed assessment of the Keller Lake watershed to identify potential projects to help the city achieve its wasteload allocation and assisted the city in developing a feasibility study for one of the potential projects (Redwood Pond).



FRED ROZUMALSKI, PLA
Sr. Landscape Ecologist and Landscape Architect
MLA, Landscape Architecture

For 25-plus years, Fred has applied his expertise in ecology, master planning, natural resource inventories, shoreline and plant community restoration, alternative stormwater management, native-landscape design, and sustainable landscape architecture to projects for WMOs, municipalities, private-sector clients, and arts and educational institutions. Fred worked on rainwater-garden installations in a Burnsville neighborhood to manage stormwater entering Crystal Lake. Other projects include natural resources master plans for parks and several upland and wetland restorations.



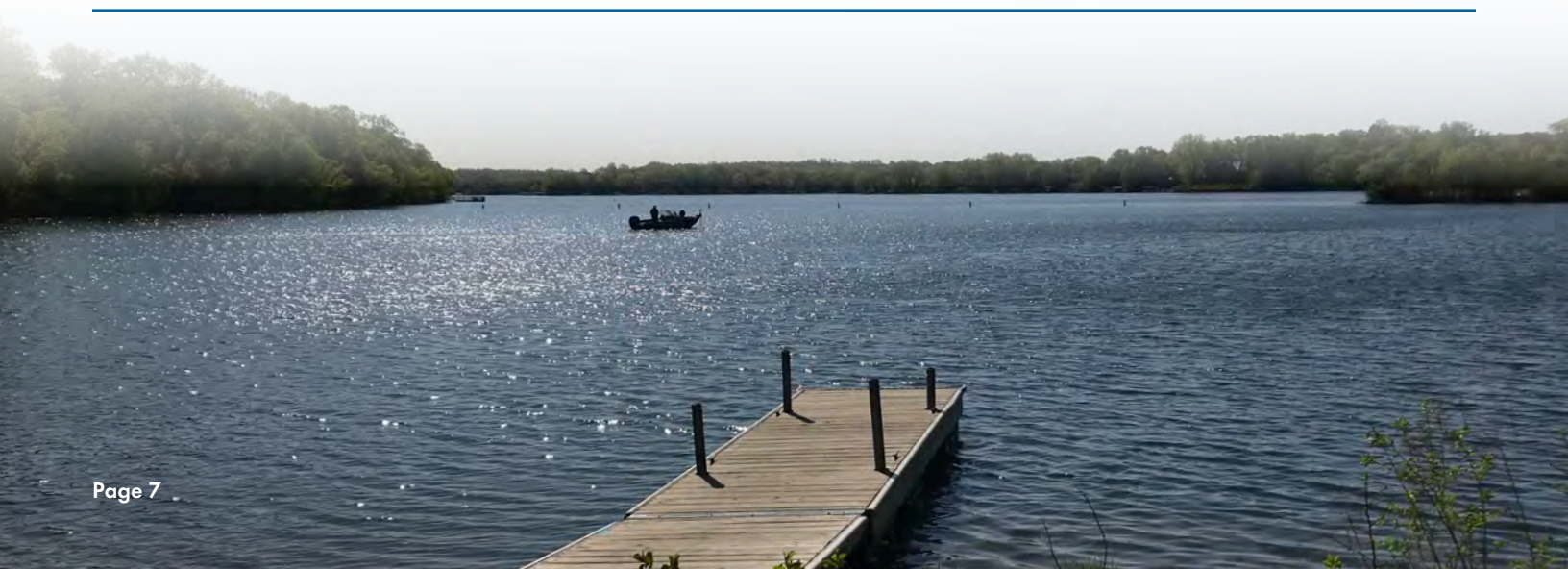
JOE BISCHOFF
Sr. Aquatic Ecologist
MS, Ecosystems Ecology

Joe has 25 years of experience with stormwater, lake, reservoir, and watershed management, including TMDLs; deep- and shallow-lake modeling and restoration; watershed assessment for water quality restoration; Clean Water Act implementation; and biological assessment. He uses a broad range of tools tailored to client needs and problem complexity, including GIS, statistical analyses, experimental and monitoring design, database construction and management, and watershed and receiving-water modeling. Joe also has a deep understanding of sediment chemistry, especially as it relates to phosphorus cycling. He has applied that knowledge to improving water quality in lakes with sizable internal phosphorus loads and in stormwater ponds that appeared to be releasing phosphorus instead of capturing it. Another critical part of Joe's practice is public outreach and education focused on effectively communicating complex environmental issues to audiences ranging from academic practitioners to interested homeowners. Joe has developed functional assessments and ecosystem service analyses for wetlands in the Riley-Purgatory-Bluff Creek and Nine Mile Creek watersheds.



JOSH PHILLIPS, PE
Civil Engineer
BS, Civil Engineering

Josh has more than eight years of civil engineering experience with an emphasis in water resources. His projects include stormwater management and design, infrastructure inspection and maintenance, stormwater and land development permitting reviews, feasibility assessments for water quality improvement projects, and ravine and stream stabilization projects. Josh worked on the Keller Lake subwatershed assessment for the City of Apple Valley to identify locations for potential stormwater-management best management practices (BMPs), such as tree trenches, rain gardens, stormwater ponds, and subsurface filtration or infiltration devices, as well as the design or retrofit design of these BMPs using low-impact development and green infrastructure principles. The identification of these BMPs led to prioritization of potential projects to improve water quality in Keller Lake. Josh later assisted the City of Apple Valley with multiple feasibility studies to further develop these concepts and provide stormwater improvement options for the city to consider. Josh is currently assisting the City of Apple Valley with final design of one of these stormwater improvement projects, which is scheduled to be constructed in late 2024 or early 2025.



About Barr

Barr traces its roots to the early 1900s and the work of Adolph Meyer, a pioneering Minnesota hydrologist. Doug Barr began working with Meyer in the 1950s and built a practice of his own while learning from this skilled hydrologist.

When Barr Engineering Co. was incorporated as an employee-owned firm in 1966, it had 16 staff members. Today, over 1,000 employees assist clients from offices in Minnesota, Colorado, Michigan, Missouri, New Mexico, North Dakota, Utah, and Alberta, Canada.

Our commitment to water resources remains strong. Close to 100 engineers and scientists in our Minneapolis office alone are engaged in the practices of water resources engineering and planning, wetland management, ecology, and limnology.

Barr has served as the Black Dog WMO's engineer since 1996. Our services have included preparing watershed management plans, monitoring lakes for water quality and habitat, conducting water quality studies, preparing the TMDLs for Crystal, Keller, and Lee Lakes, reviewing member cities' use-attainability analysis (UAA) and TMDL implementation projects, implementing the Keller Lake alum treatment project (and assisting with the grant application and administration), and assisting with the operation, monitoring, evaluation, and discontinuance of a ferric chloride system.

In addition to the Black Dog WMO, Barr has worked for more than two dozen Minnesota WMOs and serves as the primary engineering consultant to:

- Bassett Creek Watershed Management Commission (since 1969)
- Lower Mississippi River Watershed Management Organization (since 1987)
- Lower Rum River Water Management Organization (since 1987)
- Nine Mile Creek Watershed District (since 1960)
- Ramsey-Washington Metro Watershed District (since 1975)
- Riley-Purgatory-Bluff Creek Watershed District (1969-2007; 2013–present)
- Valley Branch Watershed District (since 1969)





CAMPBELL KNUTSON

PROFESSIONAL ♦ ASSOCIATION

February 7, 2024

Elliott B. Knetsch
Andrea McDowell Poehler
Soren M. Mattick
David S. Kendall
Jared D. Shepherd
Henry A. Schaeffer, III
Alina Schwartz
James J. Mongé, III
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Leah C.M. Koch
Meagan K. Kelley
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Jack S. Brooksbank
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Amy K.L. Schmidt

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Thomas J. Campbell*
Roger N. Knutson*
*Retired

Mr. Daryl Jacobson
Black Dog WMO Administrator
Burnsville Maintenance Facility
13713 Frontier Court
Burnsville, MN 55337

**RE: BLACK DOG WATERSHED MANAGEMENT ORGANIZATION
LETTER OF INTEREST FOR LEGAL SERVICES**

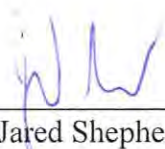
Dear Daryl:

Campbell Knutson is interested in reappointment as attorneys for the Black Dog Watershed Management Organization. We have represented the Black Dog WMO since 1982 and have enjoyed our relationship with the organization. We suggest that Cole Birkeland serve as the lead attorney, with me serving as his back-up. We are also proposing a fee increase to \$180.00 per hour for attorneys (previously \$175.00) and \$105.00 per hour for legal administrative assistants (previously \$100.00).

We have enjoyed working with the Black Dog WMO in the past and look forward to working with you in the future. If you have any questions or require any additional information, please feel free to contact me.

Very truly yours,

CAMPBELL KNUTSON
Professional Association

By: 
Jared Shepherd

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