

Regular Meeting Agenda



Date: Wednesday, May 15, 2024 – Revision
Time: 08:30 AM
Location: Wells Fargo Building, Second Floor Meeting Room
211 Holmes St. West, Detroit Lakes MN

Action Items in bold face

08:30 AM – Call to Order – Regular Meeting

Note for PDF viewers:
Blue outlined entries are
linked to corresponding pages.

1. General Housekeeping

1.1. Approve Consent Agenda

1.1.1. Secretary Report

- 1.1.1.1. Minutes – Regular Meeting – April 17, 2024
- 1.1.1.2. Administrator’s Report (including the Ditch Inspector’s Report)
- 1.1.1.3. Rules/Permitting Report

1.1.2. Pulled Consent Agenda Items

1.2. Public Comment Period – Public may address the Board for up to 3 minutes per person.

1.3. Treasurer Report

- 1.3.1.1. Approve May 2024 Bills
- 1.3.1.2. Approve May 2024 Fund Transfer
- 1.3.1.3. Approve January-April 2024 Revenue & Expense Report

2. Unfinished Business - none

3. New Business (09:00 AM)

- 3.1. FEMA H& H Study Final Report – Stantec Engineering
- 3.2. Detroit Lakes Airport 2024/2025 Construction – Stormwater Plan Deferment Request
- 3.3. 2024 Permitting Agreement -Becker County, Cormorant WD, Pelican River Approval

4. Reports (10:15 AM)

- 4.1. Attorney – Lukas Croaker
- 4.2. Engineer – Moore Engineering

5. Discussion Items - None

6. Manager Workshop #3 - Rules Revision – Garrett Monson, Moore Engineering (10:30 AM)

7. Confirm upcoming meeting dates and times.

- 7.1. June Regular Meeting including Workshop #4 Thursday, June 20, 2024, 08:30 AM – *PLEASE NOTE THURSDAY MEETING*

12:30 PM Adjournment

Regular Meeting Minutes



| | |
|-------------------|---|
| Date: | Wednesday, April 17, 2024 |
| Location: | Wells Fargo Building, Second Floor Meeting Room 211 Holmes St. West, Detroit Lakes MN |
| Managers Present: | Rick Michaelson, Dennis Kral, Orrin Okeson (IT), Chris Jasken, Phil Hansen, Charles Jasken, Laurie Olson |
| Managers Absent: | None |
| Staff: | Administrator Guetter, Kemper, Bach |
| Consultants | Lukas Croaker (Ohnstad Twichell), Chad Engels (Moore Engineering), Garrett Monson (Moore Engineering), Jeff Molacek (Moore Engineering) |
| Others: | John Okeson (Becker County Commissioner) |

Action Items in bold face

Call to Order – The Regular Managers’ meeting was called to order by President Michaelson at 08:35 AM.

1. General Housekeeping

1.1. Approve Consent Agenda

1.1.1. Motion to approve the consent agenda. (Chris Jasken, Olson) – Carried unanimously.

1.1.2. Public Comment - No public comment.

1.1.3. Treasurer Report –

1.1.3.1. Motion to approve April 2024 Bills and Q1 2024 Manager Pay and Expenses. (Hansen, Charles Jasken) – Carried unanimously (attached hereto). EFT2380-EFT2381, EFT2387-EFT2411, EFT2415-EFT2417, Check 015235-015244,

1.1.3.2. Motion to approve April 2024 fund transfer \$42,000 from savings to checking (Hansen, Kral), carried unanimously.

1.1.3.3. Motion to approve January – March 2024 Revenue and Expense Report. (Hansen, Olson), carried unanimously.

2. **Unfinished Business** – none.

3. New Business

3.1. District BMP Cost Share Program -Detroit Lakes Community and Cultural Center - \$3,000.00. Request for pollinator habitat plantings in various site locations.

3.1.1. Motion to approve the cost share application for Detroit Lakes Community and Cultural Center for up to \$3,000.00. (Charles Jasken, Olson). Carried unanimously.
Bach to follow up with the DLCCC regarding additional information.

3.2. Environmental Education Mini-Grant –Roosevelt Elementary - \$475.00 – Request for Environmental classroom materials.

Regular Meeting Minutes – March 20, 2024

3.2.1. Motion to approve the Environmental Education Mini Grant for Roosevelt Elementary for up to \$475.00, (Kral, Okeson), carried unanimously.

3.3. Moore Engineering MSA and Task Orders #1 & #2 – Engineer Engles reviewed the Moore Engineering Master Service Agreement, noting the MSA sets forth the terms and conditions to provide professional services to the District with each engagement documented by a Task Order for specific professional services (scope, schedule, compensation). District Attorney Croaker noted he had reviewed the MSA document. Engineer Engles reviewed Task Order No.1 for general consulting engineering services and Task Order No. 2 for technical permit reviews, assistance, resolution of permit violations. Task Order No. 3 for 2024 Permit Rule Revision was approved at the March meeting.

3.3.1. Motion to accept the Moore Engineering Master Service Agreement and Task Order No. 1 for General Consulting and Task Order No. 2 for Permit Review (Chris Jasken, Hansen), carried unanimously (attached hereto).

4. Reports

4.1. Attorney – 09:00 AM - Lukas Croaker gave a status report on the 2024 MOU agreement between Becker County, Pelican River WD and Cormorant Lakes WD, which will be reviewed and approved by the respective boards. Over the next few months, the respective entities will revise their rules and ordinances for uniformity. Attorney Croaker clarified the permitting agreement is for 2024 and after the revision process is completed, the 2025 MOU agreement can be changed as needed.

4.2. Engineer – Moore Engineering – Chad Engels/Garrett Monson. The Rules revision process is moving forward with workshop #2. Regarding permit reviews, three (3) large site projects have been reviewed. Manager Hansen initiated discussion about a property on Lake Melissa that has a railroad tie retaining wall along the shoreline and the owner would like to replace the wall. The existing retaining wall is located below the OHW. Any structure built below the OHW level will first require approval from the MN DNR. The current Rule is to approve a retaining wall only to correct an existing shoreline erosion problem. Engineer Engels will review the site and make suggestions for shoreline repair and stormwater management.

5. Manager Workshop #2 Rules Revision (9:45 AM)

Garrett Monson and Jeff Molacek (Moore Engineering) presented Rules Revision Workshop #2 – Baseline knowledge.

5.1. Water cycle

5.2. Lake and Stream Health

(11:06 PM) John Okeson left to attend another scheduled meeting.

5.3. Stormwater and Runoff

5.4. MIDS

6. Discussion Items

6.1. Sally Hauskins – Master Gardeners of DL is offering soil testing on 8th street.

Regular Meeting Minutes – March 20, 2024

7. Confirm upcoming meeting dates and times.

7.1. U of MN Extension Natural Resources Program- Gathering Partners May 17-19th, Detroit Lakes, MN– Please email Shanna (prwdinfo@arvig.net) by 4/19 to register.

7.2. May Regular Meeting and Rules Update Workshop – Wednesday, May 15, 08:30 AM.

7.3. MN Watersheds – Summer Tour – June 25-26, St. Paul, MN. Hosted by Capitol Region Watershed District and Ramsey Washington Metro Watershed District.

8. Adjournment – Motion to adjourn the regular meeting at 12:07 PM, (Chris Jasken, Okeson) – carried unanimously.

Respectfully Submitted,

Chris Jasken, Secretary

Meeting Approved

Pelican River Watershed District

Claims Paid - April 2024

| Payee | Date | Num | Amount |
|--------------------------|-------------|---|---------------------|
| *Guetter, Tera | 4/22/2024 | EFT2403 | \$ 124.79 |
| | | Employee Expenses Total: | \$ 124.79 |
| Bremer Bank | 4/22/2024 | EFT2407 | \$ 18.50 |
| Loffler Companies, Inc. | 4/26/2024 | EFT2406 | \$ 176.91 |
| | | Vendor Expenses - Autopay Total: | \$ 195.41 |
| Lakes Computer, Inc. | 4/23/2024 | EFT2404 | \$ 552.50 |
| Wells Fargo-Office Lease | 4/23/2024 | EFT2405 | \$ 1,338.57 |
| | | Vendor Expenses - EFT Total: | \$ 1,891.07 |
| Bank of America | 4/17/2024 | 015235 | \$ 604.61 |
| Becker SWCD | 4/17/2024 | 015244 | \$ 1,675.00 |
| Column Software PBC | 4/17/2024 | 015236 | \$ 121.13 |
| Feldt Plumbing LLP | 4/17/2024 | 015237 | \$ 1,500.00 |
| Loffler | 4/17/2024 | 015238 | \$ 184.88 |
| Office of MNIT Services | 4/17/2024 | 015239 | \$ 82.73 |
| Ohnstad Twichell, P.C. | 4/17/2024 | 015240 | \$ 7,058.53 |
| Premium Waters, Inc. | 4/17/2024 | 015241 | \$ 15.40 |
| Vogel Law Firm | 4/17/2024 | 015242 | \$ 135.00 |
| Webber Family Motors | 4/17/2024 | 015243 | \$ 122.70 |
| | | Vendor Expenses - Checks Total: | \$ 11,499.98 |
| .Hansen, Phil | 4/19/2024 | EFT2397 | \$ 69.68 |
| .Jasken, Charles | 4/19/2024 | EFT2398 | \$ 44.22 |
| .Jasken, Chris | 4/19/2024 | EFT2399 | \$ 46.90 |
| .Kral, D. | 4/19/2024 | EFT2400 | \$ 53.60 |
| .Michaelson, R. | 4/19/2024 | EFT2401 | \$ 65.66 |
| .Olson, Laurie | 4/19/2024 | EFT2402 | \$ 28.14 |
| | | Manager Expenses - EFT Total: | \$ 308.20 |
| Benefit Stipend | 4/1/2024 | EFT2380-EFT2381 | \$ 2,864.60 |
| Bi-Weekly | 4/11/2024 | EFT2394-EFT2396 | \$ 4,812.79 |
| Manager Q1 Compensation | 4/18/2024 | EFT2387-EFT2393 | \$ 5,425.59 |
| Bi-Weekly | 4/25/2024 | EFT2409-EFT2411 | \$ 4,812.83 |
| | | Payroll Total: | \$ 17,915.81 |
| Federal Tax | 4/1/2024 | EFT2380A | \$ 860.80 |
| Federal Tax | 4/11/2024 | EFT2394A | \$ 1,881.80 |
| Federal Tax | 4/19/2024 | EFT2408 | \$ 898.82 |
| Federal Tax | 4/25/2024 | EFT2409A | \$ 1,881.76 |
| Minnesota Tax | 4/30/2024 | EFT2416 | \$ 746.00 |
| MSRS | 4/30/2024 | EFT2415 | \$ 4,676.00 |
| PERA | 4/30/2024 | EFT2417 | \$ 2,606.16 |
| | | Payroll Liabilities Total: | \$ 13,551.34 |

April Total: \$ 45,486.60

**SUGGESTED FORM OF
TASK ORDER**

This is Task Order No. 1,
consisting of 2 pages.

Task Order No. 1

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated March 29, 2024 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: April 17, 2024
- b. Owner: Pelican River Watershed District (MN)
- c. Engineer: Moore Engineering Inc.
- d. Specific Project (title): Pelican River WD, MN - General Services
- e. Specific Project (description): General Consulting

BACKGROUND: Moore Engineering, Inc. (Moore) is District Engineer for the Pelican River Watershed District (District). The District may, at their discretion, request technical assistance or other general tasks of Moore staff in support of District business.

GENERAL DESCRIPTION OF PROJECT: Work completed under this Task Order will be at the direction of the District that is not required to go through a public bidding process.

PROJECT OBJECTIVES: The objective is to provide the District with technical assistance on an "as needed" basis.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order will be identified in writing, typically in the form of an email.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and as identified in writing, typically in the form of an email.

4. Task Order Schedule

The schedule of tasks to be completed will be identified in writing, typically in the form of an email.

5. Payments to Engineer

- A. Owner shall pay the Engineer for services rendered under this Task Order on a time and material basis
- B. The terms of payment are set forth in Article 4 of the Agreement.

6. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is April 17, 2024.

OWNER:

ENGINEER:

By:



By:

Print Name: Rick Michaelson

Print Name: Chad Engels

Title: Board President

Title: Water Resources Sector Leader

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Tera Guetter

Name: Garrett Monson

Title: Administrator

Title: Project Manager

Address: 211 Holmes Street W, Suite 201
Detroit Lakes, MN 56501

Address: Two Carlson Parkway North, Suite 110
Plymouth MN 55447

E-Mail Address: tera.guetter@arvig.net

E-Mail Address: garrett.monson@mooreengineeringinc.com

Phone: 218-846-0436

Phone: (612) 499-0429

Task Order Form

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and American Society of Civil Engineers. All rights reserved.**

**SUGGESTED FORM OF
TASK ORDER**

This is Task Order No. 2,
consisting of 3 pages.

Task Order No. 2

In accordance with Paragraph 1.01 of the Agreement Between Owner and Engineer for Professional Services – Task Order Edition, dated March 29, 2024 ("Agreement"), Owner and Engineer agree as follows:

1. Background Data

- a. Effective Date of Task Order: April 17, 2024
- b. Owner: Pelican River Watershed District (MN)
- c. Engineer: Moore Engineering Inc.
- d. Specific Project (title): Pelican River WD, MN – Permit Review
- e. Specific Project (description): Permit Review

BACKGROUND: Moore Engineering, Inc. (Moore) is District Engineer for the Pelican River Watershed District (District). The District processes permit applications and chooses to delegate the review of certain applications to their District Engineer.

GENERAL DESCRIPTION OF PROJECT: Moore will complete technical review of permit applications at the direction of District staff. Moore will prepare a permit review summary to document the proposed project's compliance with District rules or areas where additional information or revisions are needed.

PROJECT OBJECTIVES: As District Engineer, Moore will provide technical expertise in applying District Rules and associated guidance, and interpreting project documents to determine compliance. Moore will also correspond with applicants as needed to help them gain compliance for permit issuance while protecting District interests.

2. Services of Engineer

The specific services to be provided or furnished by Engineer under this Task Order are as follows:

- General permitting discussion on technical and/or administrative items,
- Review of permit applications and associated submittals for compliance with District permitting rules and guidance,
- Communication with applicants and District staff regarding permit compliance,
- Consult with District staff on after-the-fact permits as needed,

Task Order Form

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and American Society of Civil Engineers. All rights reserved.

- Consult with District staff on resolution of permit violations as needed, and
- Provide technical assistance on District Rules during pre-application meetings and application completeness review.

3. Owner's Responsibilities

Owner shall have those responsibilities set forth in Article 2 of the Agreement and maintaining the integrity of their own permit files.

4. Task Order Schedule

Moore will complete these services on an as-needed basis and provide initial comments or status of review within 10 business days of receipt of complete application materials.

5. Payments to Engineer

A. Owner shall pay Engineer for services rendered under this Task Order on a time and materials basis.

B. The terms of payment are set forth in Article 4 of the Agreement.

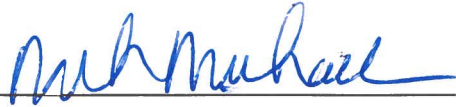
6. Terms and Conditions

Execution of this Task Order by Owner and Engineer shall make it subject to the terms and conditions of the Agreement (as modified above), which Agreement is incorporated by this reference. Engineer is authorized to begin performance upon its receipt of a copy of this Task Order signed by Owner.

The Effective Date of this Task Order is March 20, 2024.

OWNER:

By:



Print Name: Rick Michaelson

Title: Board President

ENGINEER:

By:



Print Name: Chad Engels

Title: Water Resources Sector Leader

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Tera Guetter

Title: Administrator

Address: 211 Holmes Street West, Suite 201
Detroit Lakes, MN 56501

E-Mail Address: tera.guetter@arvig.net

Phone: 218-846-0436

OWNER:

DESIGNATED REPRESENTATIVE FOR TASK ORDER:

Name: Garrett Monson

Title: Project Manager

Address: Two Carlson Parkway North, Suite 110
Plymouth MN 55447

E-Mail Address: garrett.monson@mooreengineeringinc.com

Phone: (612) 499-0429

ENGINEER:

Task Order Form

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Pelican River

CostShare APPLICATION

PELICAN RIVER

watershed district

211 Holmes Street West, Suite 201

Detroit Lakes, MN 56501

(218) 846-0436

www.prwd.org

Landowner Information:

Name of Landowner(s): DLCCC Inc

Project Address: 826 Summit Avenue Parcel #: _____

Mailing Address (if different from above) _____

Primary Phone: 218 844 4221 Secondary Phone: _____

Email: Peter@dlccc.org

Nearest Lake or Stream: Little Detroit Lake

Project Type: RAINGARDEN, SHORELINE RESTORATION, NATIVE PLANTING RESTORATION, AND NATIVE BUFFERS

Project dates: Summer 2024

Estimated cost of Project: 12,510 Estimated cost of plants and plant materials: 5694.52

Give a 2-3 sentence summary of request: convert the current grass/weed areas surrounding the DLCCC with native plants to enhance aesthetics, reduce maintenance and positively impact the environment through less mowing, chemicals, etc.

Proposal Information: USE ADDITIONAL SHEETS AS NECESSARY

1. Describe your property and past management of the land: The land has been turf that has been difficult to maintain and very weedy

2. Describe the issue to be addressed: see above summary statement Natures Natives has developed the plan & will complete the work

3. Describe the project objectives and expected outcomes: 1. Improve environment impact of area, 2. Improve aesthetics 3. Reduce maintenance



Pelican River

CostShare APPLICATION

PELICAN RIVER

watershed district

211 Holmes Street West, Suite 201
Detroit Lakes, MN 56501
(218) 846-0436
www.prwd.org

Project Details:

1. Attach a project work plan with timeline.
2. Attach a project budget and detailed plant list if available.
3. Attach photos of the project site.
4. How will the project be maintained (attach signed maintenance agreement)?

Project will be maintained by landscaper/installer initially and DLCC staff in future. Nature's Nurture is the contractor

Public Outreach:

Would you allow a small sign to be placed near the project when complete?

Yes

Permitting:

Does this project require PRWD, City of Detroit Lakes, or Becker County Permit?

NO

AUTHORIZATION Please Initial:

- I understand that it is District policy to only provide cost share assistance for Minnesota native plants (trees, seeding, plant plugs, shrubs) and erosion control and planting materials such as coir logs, erosion matting and blankets, mulch, and anything else deemed appropriate by the PRWD.
- I understand that the District is not obligated to fund my project or portions of my project.
- I understand that the District Board of Managers must approve all reimbursement payments pertaining to my project, and that the District is allowed 45 days to process a payment.
- I understand that failure on my part to maintain the project for five years past the completion date may result in the District requiring all or a portion of my allotted cost share to be recovered, and it will be the District's discretion to determine the amount recovered.

Peter Jacobson

3/26/24

Signature:

Date:



Pelican River Maintenance PLAN

PELICAN RIVER
watershed district
211 Holmes Street West, Suite 201
Detroit Lakes, MN 56501
(218) 846-0436
www.prwd.org

Site Location: 826 Summit Avenue

Shoreline Buffers and Rain Gardens are designed to remove pollutants from stormwater runoff and reduce runoff volume through infiltration. Maintenance is required and is extremely important. Sediment and debris must be removed regularly to maintain correct function of your plants.

The property owner is responsible for completing inspections and conducting regular maintenance. At a minimum, rain gardens/shoreline buffers must be inspected in the spring and fall of each year, but a monthly inspection is recommended.

First Year Requirements:

WATERING New plants require 1" of water per week, if there is a lack of rainfall, watering will be necessary. New plants should receive .05" of water twice per week, but if conditions are extremely hot and dry, add another .05"/week.

WEEDING Check for weeds at least once every 2 weeks. Removing weeds by hand is recommended.

MULCH Mulch your plants as necessary throughout the season to prevent soil erosion and weed growth and to hold moisture in the soil.

DRAINAGE Check for sediment build-up, debris buildup and mulch flotation. Clean area to restore proper filtration.

2 - 5 Year Requirements:

CLEAN BUFFER / GARDEN
Remove any sediment, trash and debris.

REMOVE DEAD VEGETATION
Remove any dead vegetation, trim live vegetation if needed and remove weeds.

REPAIR Inlet erosion / damage. Inspect bottom of the buffer / garden and remove sediment. Repair erosion if needed.

LOOSEN, AERATE OR REPLACE
Soils to ensure water infiltrates must infiltrate within 48 hours.

SWEEP Paved surfaces draining to garden should be swept and kept free of sediment and debris.

MULCH Wood mulch replaced or added to keep 3" depth

REPLACE DEAD PLANTS
Replace dead plants / vegetation and water as needed.

Current Owner: DLCCC Inc

Agrees to comply with the above guidelines with inspections and maintenance for at least five (5) years. Records should include photos and a brief description of what needed to be done annually to maintain the Buffer/Garden such as plant or material replacement, adding mulch, etc.

Please submit photos and written report to the District office at prwdinfo@arvig.net by August 1st each year.



Signature:

03/27/2024

Date:



Pelican River
CostShare
PROGRAM

PELICAN RIVER
watershed district
211 Holmes Street West, Suite 201
Detroit Lakes, MN 56501
(218) 846-0436
www.prwd.org

The Pelican River Watershed District is providing cost share financial assistance for low-cost projects to promote efforts that protect and improve water and natural resources. Cost share funds can be used by public or private landowners within the District for implementing projects that assist in one or all of the following:

1. Protect or Restore Quality of Lakes and Rivers
2. Protect or Restore Native Plant Communities and Wildlife Habitats with Emphasis on Lakes
3. Priority will be given to Shore Land and Streambank Restoration Projects
4. Innovative Approaches to Treat Stormwater at the Source

Applications are accepted year round from organizations/individuals for one cost-share grant per year. PROJECT COST SHARE FUNDING IS A REIMBURSEMENT. The District reserves the right to fund partial or full request amounts based upon the project merits and as funds are available. Funding for this program will be reviewed and granted yearly by the PRWD Board of Managers. After all program

requirements have been met, approved, and the project is completed, funds will be dispersed to the program participant(s). Completion of the project MUST be within one (1) year of approved and signed agreement unless a written extension had been granted by the District.

Available FUNDING and Permits

FUNDING IS A 75% MATCH OF ELIGIBLE EXPENSES WITH A MAXIMUM LEVEL OF:

Effective January 1, 2024

1. \$1,000 for single family homes
2. \$2,000 for condo and apartment complexes
3. \$3,000 for Not-for-Profit, religious organizations, public and private schools, local government agencies, private businesses. A minimum funding request of \$100 for Best management Practices.

The District may fund partial or full amount of the requested cost share amount. Any project that is under construction or completed at the time of approval is not eligible. Types of eligible expenses include Minnesota native plants (trees, seeding, plant plugs, shrubs) and erosion control and planting materials such as coir logs, erosion matting and blankets, mulch, and anything else deemed appropriate by the PRWD. For raingardens and vegetated swales, some native cultivars and non-natives may be reimbursed, but must be included in the plant list application and be pre-approved by the District.

Eligible Project Expenses

Consulting fees for technical assistance and labor costs are not eligible for reimbursement in this program. Walkways, pavers, rip rap, docks and non-native or invasive plants are also not eligible. Any expenses not deemed an environmental benefit will be ineligible for cost share assistance. Funding will not be considered if the project is a requirement of any federal, state, or local government entity regulation such as the Pelican River Watershed Management Rules, City of Detroit Lakes and Becker County Shoreland Ordinances, as well as a variance, conditional use, required mitigation, or correction of a violation of those regulations.

Non-eligible Costs

PRWD must receive all of the following before consideration to enter into a Cost Share Agreement with landowners:

1. An entire site concept plan, including areas of proposed improvements.
2. Photos of the project area.
3. Provide a plant estimate, work plan and timeline.
4. A complete PRWD Cost Share Application.
5. Copies of all necessary permits and approvals must be provided.

Required Application Documents

Within 30 days of completion of the project, the applicant will submit the following for reimbursement consideration:

1. A final report including the work plan, timeline and budget submitted as part of the application
2. A copy of paid receipts/invoices

PRWD will verify that work was completed as proposed and recommend either approval or denial of reimbursement to the Board of Managers at their next monthly meeting.

Required Reimbursement Submittals





Project Estimate # 2401

Natures Natives
23485 Old 59 Road
Pelican Rapids, MN 56572
Office: 218-863-3323
Mobile: 701-238-9298

Client Name: Detroit Lakes Community and Cultural Center
Property Address: 826 Summit Ave. Detroit Lakes 56501
Contact Phone Number: (Peter) 701-371-5364

Bid: 02/23/24

Job Description: Pollinator habitat creation along North and East sides of the DLCCC.
Project to include: Vegetation removal, top soil, mulch, & native species plants with seed.
Construction of a paver seating area on the north side of the entrance.

| | | |
|-------------------|-------------------------------------|--------------------|
| Materials: | 2052 Mixed Native Plants | * \$4,104.00 |
| | Pollinator Seed Mix | * \$58.38 |
| | Top Soil | * \$400.00 |
| | Compost | * \$500.00 |
| | 214 bags untreated plain wood Mulch | * \$632.14 |
| | Equipment: Skid Steer | \$750.00 |
| | Skid Steer | \$400.00 |
| | Dingo | \$500.00 |
| | Dump Truck | \$250.00 |
| | Class 5 | \$150.00 |
| | Paver edge | \$94.00 |
| | Spikes | \$41.00 |
| | Fabric | \$85.00 |
| | 1.5" Rock | \$46.00 |
| Labor: | | \$4,500.00 |
| | Total: | \$12,510.52 |

Thank you for your business!

Throughout 2024 we are promoting spinal injury awareness which has touched our employee family in a very difficult way. It has become our mission to spread the story of one very special little girl and how we all can all play a part in helping those who live with challenges that no one of any age should ever have.

| | | Becker County Museum Proposed Species List | | | | | | |
|-----------------------------------|-----------------------------|--|------------|-----------|---------------------|----------------|------------------|---------------|
| Species Name | Common Name | | Plant Type | Moisture | Light requirements | Height/ inches | Bloom/Seed Color | Bloom time |
| Equation/Sort Line | | | | | | | | |
| <i>Agastache foeniculum</i> | Anise Hyssop | x | Forb | Dry-Moist | Full Sun-Part Shade | 24-36" | Purple | Summer |
| <i>Allium stellatum</i> | Prairie Onion | x | Forb | Dry | Full Sun | 12-24" | Pink | Summer |
| <i>Anemone patens</i> | Pasque Flower | x | Forb | Dry | Full Sun | 6-12" | Purple | Spring |
| <i>Aquilegia canadensis</i> | Columbine | x | Forb | Dry | Full Sun-Part Shade | 24-36" | Red | Spring |
| <i>Asclepias tuberosa</i> | Butterfly Weed | x | Forb | Dry-Moist | Full Sun | 24-36" | Orange | Summer |
| <i>Coreopsis lanceolata</i> | Lance Leaf Coreopsis | x | Forb | Dry | Full Sun | 24-36" | Yellow | Summer |
| <i>Dalea candida</i> | White Prairie Clover | x | Legume | Dry | Full Sun | 24-36" | White | Summer |
| <i>Dalea purpurea</i> | Purple Prairie Clover | x | Legume | Dry-Moist | Full Sun | 24-36" | Purple | Summer |
| <i>Echinacea angustifolia</i> | Narrow Leaved Coneflower | x | Forb | Dry | Full Sun | 12-24" | Purple | Summer |
| <i>Gaillardia aristata</i> | Blanket Flower | x | Forb | Dry | Full Sun | 36-48" | Yellow/Orange | Spring |
| <i>Heliopsis helianthoides</i> | Common Ox-eye Sunflower | x | Forb | Dry-Moist | Full Sun | 48-60" | Yellow | Summer |
| <i>Lespedeza capitata</i> | Round Headed Bush Clover | x | Forb | Dry | Full Sun | 36-48" | White | Summer |
| <i>Liatris aspera</i> | Rough Blazing Star | x | Forb | Dry | Full Sun-Part Shade | 24-36" | Purple | Fall |
| <i>Liatris ligulistylis</i> | Meadow Blazing Star | x | Forb | Dry-Moist | Full Sun-Part Shade | 36-48" | Purple | Summer |
| <i>Liatris punctata</i> | Dotted Blazing Star | x | Forb | Dry | Full Sun | 18-24" | Purple | Summer |
| <i>Liatris pycnostachya</i> | Prairie Blazing Star | x | Forb | Dry-Moist | Full Sun-Part Shade | 36-48" | Purple | Summer |
| <i>Lupinus perennis</i> | Wild Lupine | x | Forb | Dry | Full Sun-Part Shade | 12-24" | Purple | Spring |
| <i>Monarda fistulosa</i> | Wild Bergamot | x | Forb | Dry-Moist | Full Sun | 36-48" | Purple | Summer |
| <i>Monarda punctata</i> | Spotted Bee Balm | x | Forb | Dry | Full Sun | 24-36" | Yellow | Summer |
| <i>Penstemon digitalis</i> | Smooth Penstemon | x | Forb | Dry-Moist | Full Sun-Part Shade | 24-36" | White | Spring-Summer |
| <i>Penstemon grandiflorus</i> | Large Flowered Penstemon | x | Forb | Dry | Full Sun | 36-48" | Purple | Spring-Summer |
| <i>Phlox pilosa</i> | Prairie Phlox | x | Forb | Dry | Full Sun | 12-24" | Pink | Spring |
| <i>Ratibida columnifera</i> | Long-headed Coneflower | x | Forb | Dry | Full Sun | 36-48" | Yellow | Summer |
| <i>Ratibida pinnata</i> | Yellow Coneflower | x | Forb | Dry-Moist | Full Sun | 36-48" | Yellow | Summer |
| <i>Rosa arkansana</i> | Prairie Rose | x | Shrub | Dry-Moist | Full Sun-Part Shade | 24-36" | Pink | Summer |
| <i>Rudbeckia triloba</i> | Brown-eyed Susan | x | Forb | Dry-Moist | Full Sun-Part Shade | 36-48" | Yellow | Summer |
| <i>Solidago nemoralis</i> | Gray Goldenrod | x | Forb | Dry | Full Sun | 12-24" | Yellow | Fall |
| <i>Solidago ptarmicoides</i> | Upland Goldenrod | x | Forb | Dry-Moist | Full Sun | 12-24" | White | Fall |
| <i>Solidago rigida</i> | Stiff Goldenrod | x | Forb | Dry-Moist | Full Sun | 36-48" | Yellow | Fall |
| <i>Solidago speciosa</i> | Showy Goldenrod | x | Forb | Dry-Moist | Full Sun-Part Shade | 36-48" | Yellow | Fall |
| <i>Symphotrichum laeve</i> | Smooth Blue Aster | x | Forb | Dry-Moist | Full Sun-Part Shade | 36-48" | Lavender | Fall |
| <i>Symphotrichum lateriflorum</i> | Calico Aster | x | Forb | Dry-Moist | Full Sun-Part Shade | 36-48" | White | Fall |
| <i>Symphotrichum oolentangier</i> | Sky Blue Aster | x | Forb | Dry-Moist | Full Sun-Part Shade | 24-36" | Lavender | Fall |
| <i>Symphotrichum sericeum</i> | Silky Aster | x | Forb | Dry | Full Sun | 24-36" | Purple | Fall |
| <i>Verbena stricta</i> | Hoary Vervain | x | Forb | Dry-Moist | Full Sun | 36-48" | Purple | Summer |
| <i>Veronicastrum virginicum</i> | Culver's Root | x | Forb | Dry-Moist | Full Sun-Part Shade | 48-60" | White | Summer |
| <i>Zizia aptera</i> | Heart-leaf Golden Alexander | x | Forb | Dry-Moist | Full Sun-Part Shade | 24-36" | Yellow | Spring |
| <i>Heterotheca camporum</i> | Golden Aster | x | Forb | Dry-Moist | Full Sun-Part Shade | 12-18" | Yellow | Summer |

| | Scientific Name | Common Name | % of Mix | Seeds/Sq Ft | PLS lbs/ac | Bloom Season |
|------------------------------------|---------------------------------|--------------------------|----------|-------------|------------|--------------|
| Grasses: | <i>Bouteloua curtipendula</i> | Side-oats Grama | 21.50 | 7.86 | 2.15 | |
| | <i>Bouteloua gracilis</i> | Blue Grama | 2.00 | 2.94 | 0.20 | |
| | <i>Bromus kalmii</i> | Prairie Brome | 1.00 | 0.29 | 0.10 | |
| | <i>Elymus trachycaulus</i> | Slender Wheat Grass | 5.00 | 1.27 | 0.50 | |
| | <i>Koeleria macrantha</i> | Junegrass | 0.40 | 2.57 | 0.04 | |
| | <i>Schizachyrium scoparium</i> | Little Bluestem | 17.60 | 9.70 | 1.76 | |
| | <i>Sporobolus heterolepis</i> | Prairie Dropseed | 1.50 | 0.88 | 0.15 | |
| Sedges/Rushes: | <i>Carex brevior</i> | Plains Oval Sedge | 0.30 | 0.32 | 0.03 | |
| | <i>Cyperus schweinitzii</i> | Schweinitz's Flatsedge | 0.70 | 1.10 | 0.07 | |
| Forbs: | <i>Achillea millefolium</i> | Yarrow | 0.20 | 1.29 | 0.02 | Summer |
| | <i>Agastache foeniculum</i> | Fragrant Giant Hyssop | 0.35 | 1.16 | 0.04 | Summer |
| | <i>Allium stellatum</i> | Prairie Onion | 0.80 | 0.32 | 0.08 | Summer |
| | <i>Amorpha canescens</i> | Leadplant | 2.50 | 1.47 | 0.25 | Summer |
| | <i>Artemisia ludoviciana</i> | Prairie Sage | 0.10 | 0.92 | 0.01 | Summer |
| | <i>Asclepias verticillata</i> | Whorled Milkweed | 0.20 | 0.08 | 0.02 | Summer |
| | <i>Asclepias synaca</i> | Common Milkweed | 1.10 | 0.16 | 0.11 | Summer |
| | <i>Asclepias tuberosa</i> | Butterfly Milkweed | 1.25 | 0.20 | 0.13 | Summer |
| | <i>Astragalus canadensis</i> | Canada Milk Vetch | 1.25 | 0.78 | 0.13 | Summer |
| | <i>Chamaecrista fasciculata</i> | Partridge Pea | 6.25 | 0.62 | 0.63 | Fall |
| | <i>Cirsium hillii</i> | Hill's Thistle | 0.20 | 0.05 | 0.02 | Summer |
| | <i>Coreopsis palmata</i> | Prairie Coreopsis | 0.15 | 0.06 | 0.02 | Summer |
| | <i>Dalea candida</i> | White Prairie Clover | 6.00 | 4.19 | 0.60 | Summer |
| | <i>Dalea purpurea</i> | Purple Prairie Clover | 7.25 | 3.99 | 0.73 | Summer |
| | <i>Desmodium canadense</i> | Showy Tick-trefoil | 3.00 | 0.61 | 0.30 | Summer |
| | <i>Drymocallis arguta</i> | Prairie Cinquefoil | 0.30 | 2.53 | 0.03 | Summer |
| | <i>Echinacea angustifolia</i> | Narrow-leaved Coneflower | 1.50 | 0.39 | 0.15 | Summer |
| | <i>Heliopsis helianthoides</i> | Common Ox-eye | 4.00 | 0.93 | 0.40 | Summer |
| | <i>Helianthus pauciflorus</i> | Stiff Sunflower | 0.30 | 0.04 | 0.03 | Fall |
| | <i>Heterotheca villosa</i> | Golden Aster | 0.30 | 0.23 | 0.03 | Summer |
| | <i>Lespedeza capitata</i> | Round-headed Bushclover | 1.25 | 0.37 | 0.13 | Summer |
| | <i>Liatris ligulistylis</i> | Meadow Blazing Star | 0.60 | 0.22 | 0.06 | Summer |
| | <i>Liatris punctata</i> | Dotted Blazing Star | 0.30 | 0.08 | 0.03 | Summer |
| | <i>Lupinus perennis</i> | Wild Lupine | 0.50 | 0.02 | 0.05 | Spring |
| | <i>Monarda fistulosa</i> | Wild Bergamot | 0.40 | 1.03 | 0.04 | Summer |
| | <i>Monarda punctata</i> | Spotted Bee Balm | 0.25 | 0.83 | 0.03 | Summer |
| | <i>Penstemon gracilis</i> | Slender Penstemon | 0.25 | 5.51 | 0.03 | Spring |
| | <i>Penstemon grandiflorus</i> | Large-flower Penstemon | 1.00 | 0.51 | 0.10 | Spring |
| | <i>Pycnanthemum virginianum</i> | Mountain Mint | 0.10 | 0.81 | 0.01 | Summer |
| | <i>Ratibida columnifera</i> | Long-headed Coneflower | 1.00 | 1.54 | 0.10 | Summer |
| | <i>Rudbeckia hirta</i> | Black-eyed Susan | 1.50 | 5.07 | 0.15 | Summer |
| | <i>Solidago missouriensis</i> | Missouri Goldenrod | 0.10 | 0.72 | 0.01 | Fall |
| | <i>Solidago nemoralis</i> | Gray Goldenrod | 0.20 | 2.20 | 0.02 | Fall |
| <i>Solidago speciosa</i> | Showy Goldenrod | 0.40 | 1.40 | 0.04 | Fall | |
| <i>Symphytichum laeve</i> | Smooth Blue Aster | 1.00 | 2.02 | 0.10 | Fall | |
| <i>Symphytichum oolentangiense</i> | Sky-blue Aster | 1.40 | 4.11 | 0.14 | Fall | |
| <i>Tradescantia bracteata</i> | Long-bracted Spiderwort | 0.50 | 0.18 | 0.05 | Spring | |
| <i>Verbena stricta</i> | Hoary Vervain | 1.00 | 1.03 | 0.10 | Summer | |
| <i>Zizia aptera</i> | Heart-leaved Alexanders | 0.40 | 0.18 | 0.04 | Spring | |
| <i>Zizia aurea</i> | Golden Alexanders | 0.85 | 0.34 | 0.09 | Spring | |
| | | | 100.00 | 75.09 | 10.00 | |

| | |
|----------------|-------|
| Seeds/sq ft | 75.00 |
| Grass Species | 7 |
| Sedges/Rush Sp | 2 |
| Forb Species | 40 |

Approved @ 4/17/24
Board Mtg.



211 Holmes St. West, Suite 201
Wells Fargo Bank Building
Detroit Lakes, MN 56501
(218) 846-0436
www.prwd.org

EDUCATOR MINI GRANTS APPLICATION

Name & Position (teacher, administration, supervisor)
Kellie Wolf, STEAM: Roosevelt Elementary, Detroit Lakes

Email Address:
kwolf@detlakes.k12.mn.us

Phone Number:
218-849-8191 (mobile)
218-847-1106 ext 4318 (school)

Address of school/organization:
510 11th Ave
Detroit Lakes, MN 56501

What is your role?

K-5 Elementary STEAM teacher

Describe your mini grant purchase.

I am gathering supplies for a planting project to correlate with Earth Day and 1st/3rd Grade science standards, and a watershed project for 4th/5th graders. I collected red oak acorns last fall, so we will be planting acorns and learning about plant parts and conservation. For the older kids we will explore stormwater, pollution, rain gardens, and watersheds. We will be making watershed models and exploring how water travels from point source of pollution to our water resources and planning solutions.

How does your purchase relate to water resources or the environment?

We're exploring real world problems and ways we can take action to solve or minimize negative human effects on our landscape or improve our resources.

Total amount requested for project:

\$475 (I expect it to be closer to \$425 but allowed for possible price increases or shipping costs)

Provide a list of materials and cost estimate (continue on back if needed)

- Watershed model kits (2 sets to allow for enough for students to work in pairs)
- Clean water demonstration kit
- Lets Build a Rain Garden storybook
- Degradable seed planting bags
- Plant trays (reusable) to hold seedling bags
- Name tag stakes for acorn seedlings
- Soil (8 cu ft. for planting acorns)

What grade level is affiliated with this purchase?

First grade, 3rd grade, 4th grade, 5th grade

I understand that if my project is approved for funding, I must submit a short summary report of the completed project with photos and my receipts in order to receive funding reimbursement.

Kellie A Wolf
Signature

4/16/2024
Date

DISTRICT ADMINISTRATOR'S MONTHLY REPORT

MAY 15, 2024

Surface Waters Protection and Enhancement

1. Capital Improvement Projects/Structural and Non-Structural Practices

- a. **Rice Lake Capital Improvement Project (CIP). Phase 2- Lower Structure** –Next step is to advertise for bids.
- b. **Campbell Creek Project (CIP).** A “Kick-Off” meeting is scheduled with Stantec, MPCA, and the District to review workplan, implementation tables, milestones/goals, and reporting requirements. This first round of funding (through December 2026) is focusing on designing and implementing streambank stabilization practices in Campbell Creek near CR 149, water storage practices in Upper Campbell Creek, and one grade stabilization project (Richwood Twp 33).
- c. **MN DNR FEMA H & H Study.** Stantec will present the final report virtually to the Board at the May 15th meeting.
- d. **Little Floyd Lake Rock Arch Rapids** – No work will start until after June 30th to allow for fish migration or spawning per MN DNR public waters permit.
- e. **Bucks Mill Dam Modification**– Nick Kludt, MN DNR will give an update at the June or July meeting.

2. Becker County Drainage Systems 11, 12, 13 and 14

- a. **Ditch 11** - No activity to report.
- b. **Ditch 12** – No activity to report.
- c. **DITCH 13 (Little Floyd Lake to Big Detroit)** –
 - i. Open Work Orders
 1. Jackson Avenue – Open work order for Josh Campbell to trap.
 2. 8th Ave by Bridge – Beaver activity reported
- d. **DITCH 14 and BRANCH 1 (HWY 10 to St. Clair Lake to Pelican River)** – No activity to report.

3. WATER MANAGEMENT RULES – see enclosed report.

- a. **2024 Permitting Agreement-Becker County, Cormorant WD, Pelican River WD.** Attorney Croaker is working with the entities on preparing a 2024 permitting agreement to be presented to the boards (PRWD-May 15, Becker County-May 21, Cormorant WD-June 3) with an opportunity to review, provide feedback, and approve. If this timing does not work, then board review can take place at their June meetings.
- b. **Moore Engineering Master Service Agreement and Tasks No. 1 & 2**– The Master Service Agreement and Tasks No. 1 and 2 were approved and signed by the District.
- c. **Rules Revision - Workshop #2 Rulemaking Process & Background (water cycle, lake & stream health, stormwater & runoff, MIDS)**– Garrett Monson (Moore Engineering) presented the second workshop during the April Board meeting. Workshop #3 (permitting matrix, overlap/gaps, modernize criteria, ensure advancement of goals, clarify enforcement procedures, etc.) will be held during the May Board meeting.
- d. **Shared 1W1P Technician** – Utecht will begin going on small site pre-visits and post checks.

4. HABITAT PROTECTION AND MANAGEMENT

- a. **River/Stream Connectivity – Barriers to Fish Movement.**
Little Floyd Lake Structure Modification Project. No work will start until after June 30th to allow for fish migration or spawning per MN DNR public waters permit.
- b. **Aquatic Invasive Species Prevention and Management.** CLP treatments will occur based upon favorable weather conditions the week of May 13th. Treatment updates will be posted on the prwd.org website, Facebook, radio, and sent to lake associations .
- c. **Curlyleafed Pondweed AIS Research Study [Mankato State University]** – CLP Flumioxazin Herbicide Treatments. Mankato State students started conducting pre-treatment surveying on May 1st and the 6th. Water temperatures have started to rise and treatments will occur the week of May 13th pending favorable weather conditions, otherwise will be conducted the week of the 20th.

DISTRICT ADMINISTRATOR'S MONTHLY REPORT
MAY 15, 2024

5. EDUCATION AND OUTREACH (Website, Social Media, and Workshops)

- a. **Local Media/Mailings.** The District continues to work with WDAY and Ms. Maday on stories about the work at the watershed district. They are interested in doing a feature on the CLP Flumioxazin research this summer.
 - i. Hodge Podge Radio – No Hodge Podge this month.

- b. **Social Media Posts** (Facebook & Instagram) – Facebook Followers – 182 (last month 171), Instagram Followers – 11 (last month 7)

| Date | Description | Engagement |
|-----------|--|-------------------------------|
| 4/5/2024 | Shared Circus Post | 0 likes, 0 comments, 0 shares |
| 4/5/2024 | Shared National Audubon Society Post – Bird Songs | 0 likes, 0 comments, 0 shares |
| 4/8/2024 | DL Lakers Fishing Team – Captain Call and Sign up | 2 likes, 0 comments, 0 shares |
| 4/8/2024 | Eclipse Day Information | 0 likes, 0 comments, 0 shares |
| 4/8/2024 | How is your shore? Ice Damage Post | 2 likes, 0 comments, 5 shares |
| 4/12/2024 | 412 Day Share – Trolls Are Coming | 2 likes, 0 comments, 0 shares |
| 4/12/2024 | Cost Share Post | 0 likes, 0 comments, 0 shares |
| 4/15/2024 | HOBO unit find on Deadshot Bay – Flowering Rush Research | 8 likes, 0 comments, 0 shares |
| 4/19/2024 | Congratulations Mrs. Wolf – Ed Grant | 4 likes, 0 comments, 1 share |
| 4/22/2024 | Happy Earth Day! | 1 like, 0 comments, 0 shares |
| 4/22/2024 | Leaves are not Litter – Burn Restriction Post | 2 likes, 0 comments, 2 shares |
| 4/23/2024 | Congratulations DLCCC – Cost Share | 2 likes, 0 comments, 0 shares |
| 4/29/2024 | MN DNR Muskie Long Range Plain Input | 0 likes, 0 comments, 0 shares |
| 5/1/2024 | Education at Hamden Slough NWR | 3 likes, 0 comments, 0 shares |
| 5/2/2024 | Boat Captains Needed for DLHS Fishing Team | 0 likes, 0 comments, 0 shares |
| 5/7/2024 | Prairie Tuesday / National Wild Flower Week MN SNA Post | 0 likes, 0 comments, 0 shares |
| 5/8/2024 | Education at Hamden Slough NWR | 4 likes, 0 comments, 1 shares |

- c. **Conservation Education Meeting:**
 - i. **“No Child left Inside” Education Group** – No meetings since April.
- d. **Lake Handouts-** Work continues on lake association handouts for Detroit/Curfman, Sallie/Melissa, Floyds, and Long Lakes and will be ready for their annual meetings.
- e. **Summer Fishing League** – PRWD staff will attend tournaments as available to help and distribute AIS.
- f. **District Grant Programs** - No new applications received since last month.
- g. **Shoreline Landscaping Education Class** – A brown bag lunch session with Lance Akers was held at the Museum. Those in attendance were very enthusiastic!
- h. **Ottertail 1W1P Education and Outreach Group** – See 1W1P Section.
- i. **Sucker Creek** –The Sucker Creek Field Trips scheduled for May 2 & 3 were cancelled due to the heavy rains.
- j. **Envirothon** – Kemper was a judge in Detroit Lakes Envirothon on May 1st.
- k. **Hamden Slough Field Trips** – Bach was a presenter on the watershed table and information at Hamden Slough on May 1 (LPA 6th grade) and May 6 (Detroit Lakes 1st Grade).
- l. **Waterfest** – Kemper, Bach and Moses will participate in Detroit Lakes Waterfest on May 9 with area 4th Graders.
- m. **AIS Presentations** – Bach to present classroom education to Roosevelt 5th grade the week of May 13.

DISTRICT ADMINISTRATOR'S MONTHLY REPORT
MAY 15, 2024

- n. **Guide Book.** Kemper is working on developing a native shrub and tree guide handout for property owners when conducting shoreline site visits. This will help guide landowners on the proper vegetation to help stabilize their shorelines and inform them about our cost share program.
- o. **Contractor “check in” meetings.** Kemper has been visiting with contractors about their interest in holding brief monthly morning “check-in” meetings where they can bring questions or comments on potential projects (shoreline, stormwater mitigation, etc.), navigating ordinances/rules, preparing mitigation plans, promoting native shoreline vegetation (trees, shrubs, plantings), etc. These “check-in” meetings can be done in collaboration with the City & County. We also talk about ways to help promote healthy shorelines and managing runoff by creating and promoting a calendar that highlights local contractor projects. Kemper and Bach will set up meetings and extend the invitation to other agencies.

6. DISTRICT OPERATIONS/ADMINISTRATION

- e. **Storage Building at Dunton Park** – Staff will continue dialogue with County staff and explore options this summer.
- f. **2023 Annual Report** – The report will be reviewed for approval at the June meeting.
- g. **Grant Oversight** - Campbell Creek Watershed Restoration (MPCA Section 319 Small Watersheds Focus Group C Grant Funding), FEMA Grant, BWSR Clean Water Rice Lake Project – Phase 1 & Phase 2. MN DNR – Conservation Partners Legacy Grant, Otter Tail 1W1P Implementation Grant.
- h. **Gathering Partners – U of M Extension (May 17-19).** PRWD staff will host a tour of the Rice Lake Phase I project site and the Highway 10 Overlook. This will be followed by a trip to the Detroit Lakes Wastewater Treatment Plant for a tour by Rob Bredeson of the City.
- i. **Quarter 1 2024** – Quarterly financial documentation (IRS 941, MN Department of Revenue filings, MN unemployment filings) are complete and have been submitted.
- j. **Minnesota Watersheds Summer Tour** – Tour is open for booking. [Summer Tour – Minnesota Watersheds \(mnwatersheds.com\)](https://mnwatersheds.com) June 25 – 27 Hosted by Capital Region WD and Ramsey Washington Metro WD. Contact the office to make reservation arrangements.

Otter Tail River 1W1P Partnership – WEBSITE: <https://www.eotswcd.org/ot1w1p/>

- a. **1W1P Grant – Feasibility Study West Area (“Willow Pond”) Stormwater Treatment** –Study started by Stantec Engineering. The project “kick off” meeting is scheduled for May 11th with City, District, and Stantec.
- b. **OTW TAC Committee** (Guetter). TAC meeting was held on May 9th. The budget was reviewed and partner updates given by each entity.
- c. **OTW Education/Outreach Committee** – Next meeting scheduled for June 3, 2024.
- d. **Becker County** – OTW Group – Bach and Kemper hosted a meeting with Becker County SWCD and Cormorant Lakes Watershed on April 18, 2024, to discuss collaboration. It was a great opportunity to share processes and get new ideas from each other.
 - a. We will set up a central location for county information on all cost share and incentive programs to help each group act as a referral for our landowners, i.e., PRWD will have the information at hand to direct homeowners to Becker County SWCD cost share programming and vice versa.
 - b. BCSWCD is developing a mailer to target the Floyd Lakes for shoreline restoration. PRWD will partner with a good opportunity to assist with cost share and potential retaining wall removals in fiscal year 26.
 - c. Topics for next meetings: continuing to share information on processes, Emerald Ash Bore education and tree inventory.

DISTRICT ADMINISTRATOR'S MONTHLY REPORT

MAY 15, 2024

DATA COLLECTION AND MONITORING PROGRAM

Lakes and Streams – Kemper is continuing to prepare materials and equipment for the 2024 Monitoring Season. Kemper conducted a Routine stream run on 5/6/24. Kemper continues to work with PLM and Dr. Wersal on the CLP research. Interns will be starting Monday, May 13th and will be hitting the ground running on CLP delineations.

Weather

April 2024 Temperatures

The month of April was modestly warmer than normal and much wetter than normal. Temperature-wise, most climate stations reported an average monthly temperature that was 2°F to 4°F above normal and April was the 9th consecutive month with above normal monthly temperatures across the state.

April is also living up to its reputation as the windiest month of the year in Minnesota. Through the first four days of the month most climate stations have reported higher than normal daily wind speeds, and most have reported wind gusts of 30 mph or greater on over half of the days, with peak gusts over 50 mph in many locations. Detroit Lakes experienced 15 days of winds greater than 20 mph. There were only 2 days during the whole month of April that had single digit wind speeds. The last three Aprils have arguably been the windiest in history.

The April temperatures for Detroit Lakes were warmer than average by a little more than half of the beginning of the month (April 1st - 17th). The second half of the month remained below the historic average with the exception of 5 days (April 21st, 22nd & 25th – 27th). Detroit Lakes reported 22 days well above the historical average and 8 days below the historic average.

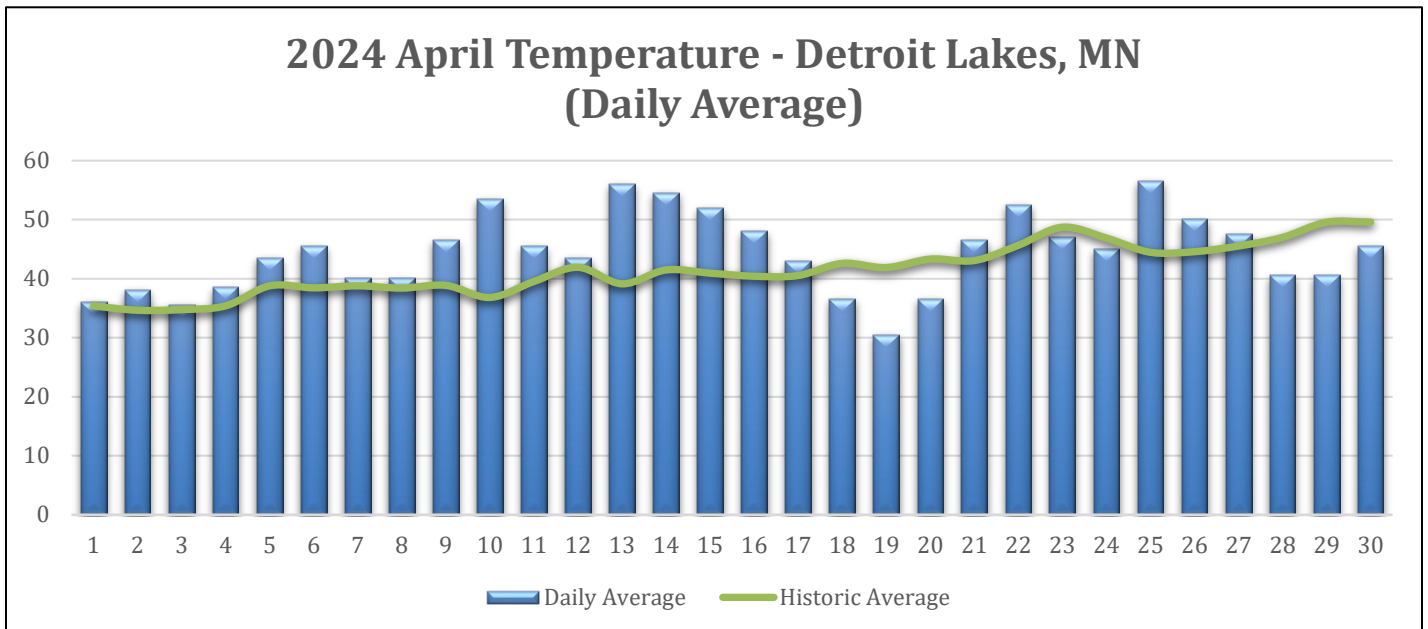
Hottest Day: 75°F, April 13th

Daily average High for Detroit lakes: 45°F

Coldest Day: 23°F, April 3rd & 4th

Monthly average temperature: 44°F

Daily average low temperatures: 23°F

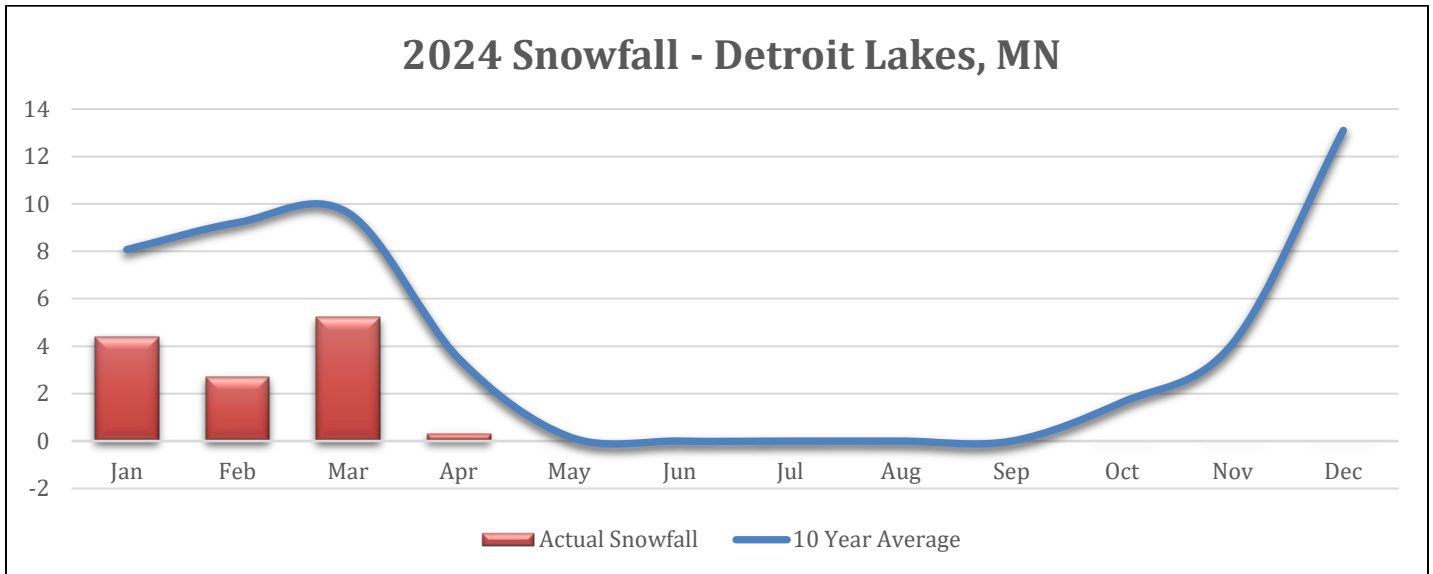
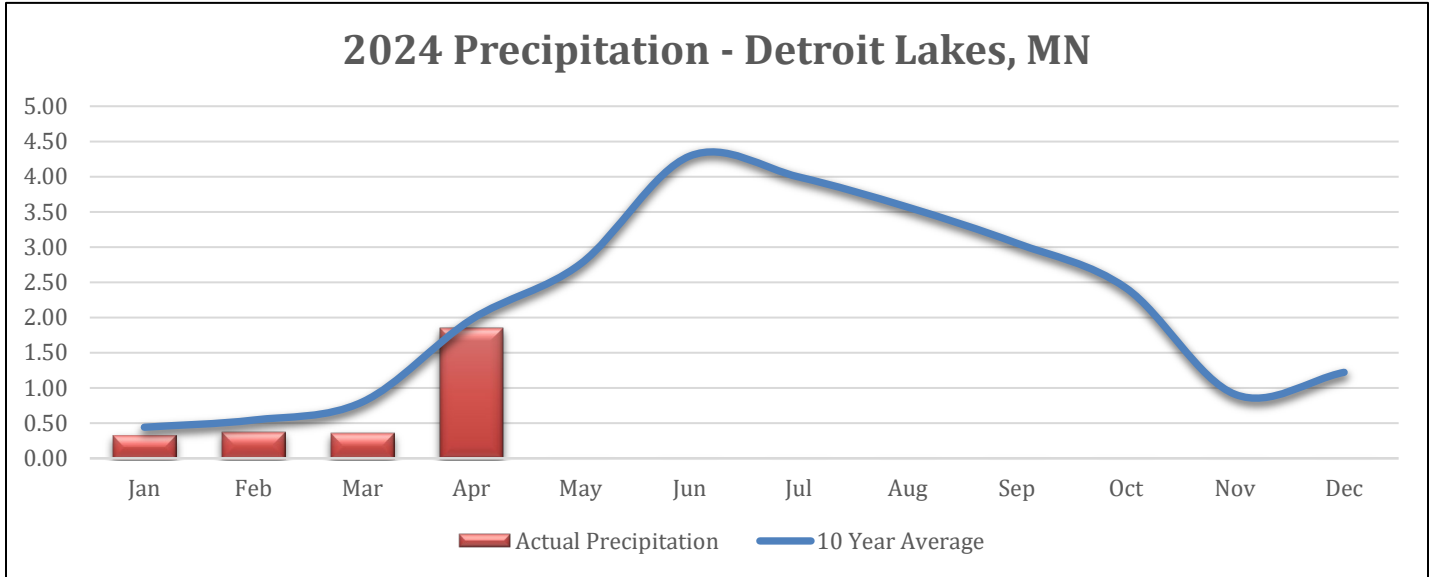


DISTRICT ADMINISTRATOR'S MONTHLY REPORT
MAY 15, 2024

April 2024 Rainfall / Snowfall

Precipitation (almost entirely rainfall) was above normal at nearly all locations in the state, with about a third of the days bringing measurable rainfall. A large area of the state reported 3 to 5 inches of rainfall during the month, in many cases twice the normal amount. Snowfall was nonexistent to scarce, with some observers reporting from 1 to 3 inches.

In Detroit Lakes the total rainfall was 1.85 inches which is only 0.12 inches less than the 10-year average of 1.97 inches. Most of the rain fell between the 27th and the 30th (1.24 inches). We received a total of 0.30 inches of snow, which fell on the 20th. This is down 3.19 inches from the 10-year average (3.49 inches).



DISTRICT ADMINISTRATOR'S MONTHLY REPORT

MAY 15, 2024

April 2024 Drought

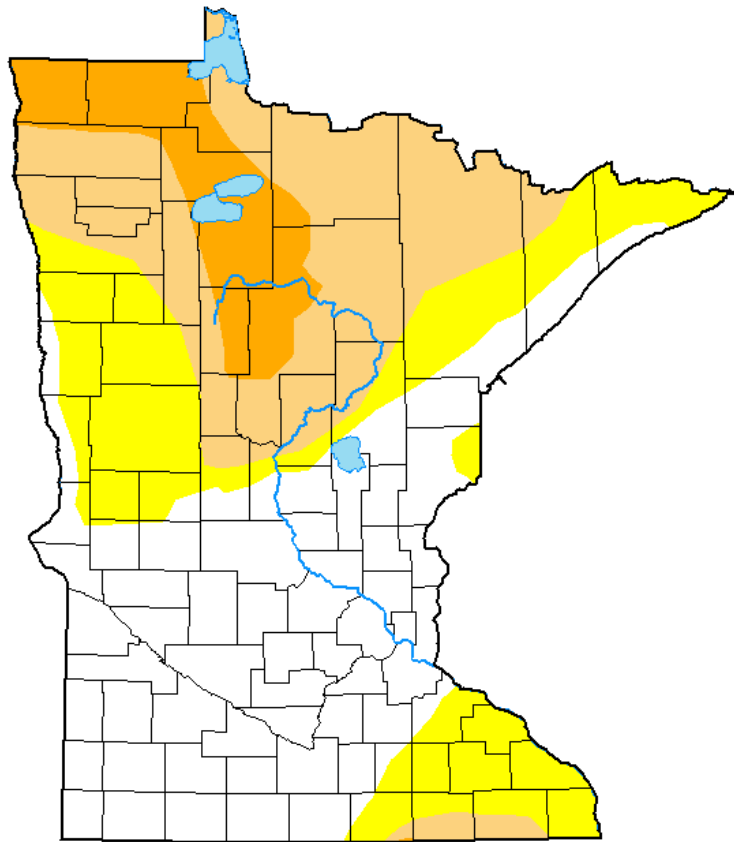
The surplus rainfall in April was much needed and helped to shrink the area of drought across the state during April. About 35 percent of the state landscape remains in Moderate to Severe Drought, concentrated in the north-central and northwestern sections of the state.

U.S. Drought Monitor Minnesota

April 30, 2024

(Released Thursday, May. 2, 2024)

Valid 8 a.m. EDT



Drought Conditions (Percent Area)

| | None | D0-D4 | D1-D4 | D2-D4 | D3-D4 | D4 |
|--|-------|--------|-------|-------|-------|------|
| Current | 41.50 | 58.50 | 35.84 | 10.18 | 0.00 | 0.00 |
| Last Week <i>04-23-2024</i> | 25.99 | 74.01 | 42.60 | 12.55 | 0.00 | 0.00 |
| 3 Months Ago <i>01-30-2024</i> | 17.35 | 82.65 | 40.19 | 12.42 | 0.25 | 0.00 |
| Start of Calendar Year <i>01-02-2024</i> | 14.82 | 85.18 | 40.24 | 12.42 | 0.25 | 0.00 |
| Start of Water Year <i>09-26-2023</i> | 0.00 | 100.00 | 82.65 | 46.65 | 8.03 | 0.00 |
| One Year Ago <i>05-02-2023</i> | 59.70 | 40.30 | 1.60 | 0.00 | 0.00 | 0.00 |

Intensity:

- None
- D0 Abnormally Dry
- D1 Moderate Drought
- D2 Severe Drought
- D3 Extreme Drought
- D4 Exceptional Drought

The Drought Monitor focuses on broad-scale conditions. Local conditions may vary. For more information on the Drought Monitor, go to <https://droughtmonitor.unl.edu/About.aspx>

Author:

Curtis Riganti
National Drought Mitigation Center



droughtmonitor.unl.edu

Rules Report – May 2024



PERMITS ISSUED

| No. | Name/Address | Description |
|-------|--|--|
| 24-12 | Richard Strand 544 South Shore Drive | Near Shore Alterations: Riprap and shoreline repair from ice push damage. Regrade the sod, create small earth berm to keep water from going over riprap. Install riprap with a 3: 1 slope with a few randomly placed larger rocks for wave protection. |
| 24-13 | Dawn Hovland 401 North Shore Drive | SIZ Alteration: regrading sand from ice push and installing 5 yards of sand and 3yards of riprap if needed. |
| 24-14 | Troy & Kirsten Schaff 1103 Long Beach Rd | SIZ Alterations: adding fill and regrading to level out a grass seating area. Will install berm to divert water from going down to lake Will reseed and place straw blanket on top. Installation of vegetation in front of deck. |
| 24-15 | John & Tracy Alin 23797 Co Hwy 22 | SIZ Alteration: Construction of deck that will partly be within the Shore Impact Zone. |
| 24-16 | Steve & Kathy Carlson 719 Lake Forrest Circle | Impervious Surface/Stormwater Management - Residential >25% Impervious Surface Coverage: Addition of 12'x 16' sunroom, Mitigation for 36 Cubic Feet of stormwater using rock & vegetation garden/ infiltration basin. |
| 24-17 | Detroit Lakes Country Club 247748 N Melissa Drive | Impervious Surface/Stormwater Mgmt.- Commercial >25% impervious: Construction of new 80'x40'x 10' golf cart shed and 80'x7 .5'x 1' Raingarden to mitigate for 600 Cubic Feet of Stormwater. |
| 24-18 | Jeff Nelson 24185 Woodland Lane | SIZ Alterations: repair 75' of shoreline riprap due to ice damage. Install bullet edgers behind riprap to separate from lawn. |
| 24-19 | David Glawe 12545 260th Ave | Impervious Surface/ Stormwater Management: Residential > 10,00 SF of Impervious surface in Shore land District. Construction of new home with attached garage. 1,833 CF of Stormwater Management for 10,333 SF impervious Coverage. |
| 24-20 | Oral "Butch" Holm 923 North Shore Drive | SIZ Alterations: ~ 120ft of Riprap repair due to Spring ice push. |
| 24-21 | John Holland 905 North Shore Drive | SIZ Alterations: Repair ridge line and level sand area due to Spring ice push. MNL will plant more vegetation and maintain plantings. |
| 24-22 | Wendt, Dale 20932 Clarks Grove Road | SIZ Alteration: Riprap repair using 24 yards of riprap to reface/repair shoreline after ice push damage. |
| 24-23 | Boekelheide, Gary & Vicki 25641 Englewood Drive | SIZ: Repair of approx 60 feet of riprap. |

PERMITS APPLICATIONS PENDING

- **Soo Pass Ranch** – Residential > 10,000 ft² – Subdivision – Changes to infrastructure - Development of Lake Sallie Bluff on Lake Sallie. Project will include grading, road construction, 16 residential homes, multi-unit storage buildings, and stormwater management. Initial review by Moore Engineering will be sent to Apex Engineering with conditions on 4/11/2024. Engineer Monson sent second review comments on 5/6/2024.
- **QF5 (Kubota Dealership)** - Change to Infrastructure - Imp Surface - > 1 acre - Imp Surface - Commercial > 25% or 10K ft sq. Kubota Dealership. Site improvements including utilities, building, grading, bituminous paving, gravel surfacing and stormwater treatment. Initial review by Moore Engineering is underway.
- **Westholter, Jason & Kym** – SIZ Alterations, Big Floyd
- **DePree, Rebecca** – SIZ Alterations, Detroit

PERMIT APPLICATIONS EXPECTED

- **Brad Wimmer (Detroit Lake)** – Impervious Surface. 5/8/2024 - Nothing further to report.
- **Jeff Leighton (Lake Melissa)** – Shoreline work.

VIOLATION Report

- **Solmon, Marty:** 12044 Cty Rd. 17: Work done in the SIZ without a permit. PRWD is waiting on MN DNR permit decision (work requires a MNDNR permit). Staff will keep in contact with MN DNR regarding status.
- **Hausmann, Jeffrey & Diane:** 1670 East Shore Dr: Remediation Plan (Permit 23-89) was approved and actions were implemented in October 2023. In the next few weeks, staff will review the vegetation growth establishment on the slope.
- **Eilers, Cary & Jill:** 15092 E Munson Rd: Remediation Plan (Permit 23-81) was approved in October 2023 with work to be completed by June 1, 2024. An email reminder was sent on March 28, 2024 of the upcoming remediation deadline.
- **Nord, Chris:** 15216 E. Munson Dr: Remediation Plan (Permit 22-63 Amended) was amended and approved. The site was stabilized in October 2023 and tree replacement is to be completed by June 1, 2024.
- **Smoley, Chad:** 13281 West Sallie Lake Drive: Remediation Plan (Permit 24-05) was approved and tree replacement is to be completed by June 1, 2024.

Rules Report – May 2024



MEETING COMMENTS

- **City of Detroit Lakes – City Council**
 - April 12th Work Session – No Comments
- **City of Detroit Lakes – Planning Commission**
 - April 25th Meeting – Brad Wimmer - No Comments. City indicated that a permit needed to be obtained from PRWD.
- **City of Detroit Lakes – Development Authority**
 - March 26th Meeting – No comments
- **Becker County – Planning and Zoning**
 - April 24th Meeting –
 - Glawe Lake Commercial PUD -Jay Boeddecker Trust – 13617 260th Ave, Detroit Lakes – Tabled – No comments.
- **Becker County – Board of Adjustment**
 - May 9th Meeting – No comments
- **Becker County – Board of Commissioners**
 - May 7th Meeting – No comments