



Environment and Natural Resources Trust Fund

M.L. 2020 Approved Work Plan

General Information

ID Number: 2020-098

Staff Lead: Michael Varien

Date this document submitted to LCCMR: March 13, 2024

Project Title: Emerging Issues Haskell Street CE acquisition

Project Budget: \$104,000

Project Manager Information

Name: Lisa West

Organization: Dakota County

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Project Reporting

Date Work Plan Approved by LCCMR: April 11, 2024

Reporting Schedule: April 1 / October 1 of each year.

Project Completion: June 30, 2024

Final Report Due Date: August 14, 2024

Legal Information

Legal Citation: M.L. 2021, First Special Session, Chp. 6, Art. 5, Sec. 2, Subd. 20c-2

Appropriation Language: The following amounts, estimated to be \$284,000, are transferred to an emerging issues account authorized in Minnesota Statutes, section 116P.08, subdivision 4, paragraph (d):

- (1) the unencumbered amount, estimated to be \$100,000, in Laws 2015, chapter 76, section 2, subdivision 8, paragraph (b), Propagating Native Plants and Restoring Diverse Habitats;
- (2) the unencumbered amount, estimated to be \$50,000, in Laws 2016, chapter 186, section 2, subdivision 6, paragraph (c), Advancing Microbial Invasive Species Monitoring from Ballast Discharge;
- (3) the unencumbered amount, estimated to be \$11,000, in Laws 2017, chapter 96, section 2, subdivision 5, paragraph

- (a), Connecting Youth to Minnesota Waterways through Outdoor Classrooms;
- (4) the unencumbered amount, estimated to be \$43,000, in Laws 2017, chapter 96, section 2, subdivision 5, paragraph (e), Local Planning and Implementation Efforts for Bird Habitat;
- (5) the unencumbered amount, estimated to be \$30,000, in Laws 2017, chapter 96, section 2, subdivision 8, paragraph (a), Optimizing the Nutrition of Roadside Plants for Pollinators;
- (6) the unencumbered amount, estimated to be \$10,000, in Laws 2017, chapter 96, section 2, subdivision 8, paragraph (f), Prescribed-Fire Management for Roadside Prairies;
- (7) the unencumbered amount, estimated to be \$20,000, in Laws 2018, chapter 214, article 4, section 2, subdivision 4, paragraph (a), Pilot Program to Optimize Local Mechanical and Pond Wastewater-Treatment Plants; and
- (8) the unencumbered amount, estimated to be \$20,000, in Laws 2018, chapter 214, article 4, section 2, subdivision 6, paragraph (e), Install and Evaluate an Invasive Carp Deterrent for Mississippi River Locks and Dams.

(d) Transfers and Availability

The transfers under this subdivision are effective June 30, 2021, and the transferred amounts are available until June 30, 2023.

M.L. 2022, Chp. 94, Sec. 2, Subd. 19 Carryforward; Extensions, (b) The availability of the transfers for the following projects is extended to June 30, 2024: (7) Laws of 2021 First Special Session, chapter 6, article 5, section 2, subdivision 20, paragraph (c), clauses (1) through (8), Emerging Issues Account

Appropriation End Date: June 30, 2024

Narrative

Project Summary: The Haskell Street Conservation LLC property is located in a residential neighborhood in West St. Paul.

Describe the opportunity or problem your proposal seeks to address. Include any relevant background information.

The Haskell Street Conservation LLC property is small, but located in an area of West St. Paul where there are several undeveloped and landlocked adjacent parcels. When the former property owner passed away, her heirs wanted to preserve a portion of their childhood home by permanently protecting it as open space. The original parcel was split and the portion with the house was sold. The City of West St. Paul is an enthusiastic supporter of this conservation easement as a way to preserve small neighborhood open spaces. Neighboring landowners have expressed interest in protecting portions of their land or vacant, undeveloped lot they own. We're hoping that protecting this parcel will trigger additional land protection of adjacent areas.

What is your proposed solution to the problem or opportunity discussed above? Introduce us to the work you are seeking funding to do. You will be asked to expand on this proposed solution in Activities & Milestones.

The landowners applied to enroll the undeveloped parcel in the Dakota County Land Conservation Program to permanently protect it from development, to preserve open space and restore the habitat. Through the acquisition of a permanent natural area conservation easement, Dakota County can help the landowners achieve their goals for this property and leave a conservation legacy for their family. The conservation easement is perpetual and is attached to the property deed, regardless of future ownership.

What are the specific project outcomes as they relate to the public purpose of protection, conservation, preservation, and enhancement of the state's natural resources?

Specific project outcomes include: permanent protection of open space in a somewhat densely populated, older residential area that can be viewed and enjoyed by all passers by for generations. The habitat will be restored to a natural state. Wildlife already congregates in this area, because of the wooded open lots adjacent and nearby. The easement can help preserve the wildlife habitat in this area.

Project Location

What is the best scale for describing where your work will take place?

County(s): Dakota

What is the best scale to describe the area impacted by your work?

County(s): Dakota

When will the work impact occur?

During the Project and In the Future

Activities and Milestones

Activity 1: Easement Documents Preparation

Activity Budget: \$3,000

Activity Description:

Five documents must be drafted as a part of the acquisition process: easement deed, purchase agreement, Natural Resource Management Plan (NRMP), baseline Property Report (PR), and Natural Resource Management Agreement (MA). The easement deed documents the requirements, restrictive covenants, terms and conditions the County and landowners agree to uphold through the sale of the easement. The purchase agreement specifies terms of the sale of the easement. The NRMP describes existing natural resource conditions, states habitat management goals, lists and prioritizes recommended management activities, and provides estimated costs and a timeline for restoration activities within a five-year workplan. The baseline PR records the condition of the easement area at the time the easement is purchased by the County, using maps, oblique photography, vegetation descriptions and ground photos. The MA is a contract between the landowner and the County used to implement the workplan from the NRMP. The MA includes a description of the restoration activities, schedule, respective roles and responsibilities, and cash or in-kind contributions of the landowner, County or partners, as well as landowner maintenance responsibilities for the duration of the MA. The NRMP and MA are jointly developed between the landowner and the County.

Activity Milestones:

Description	Approximate Completion Date
Final appraisal and appraisal review	March 31, 2024
Draft and Review Easement Deed and Purchase Agreement	May 31, 2024
Draft and Review NRMP, PR and MA	May 31, 2024

Activity 2: Final Title Work and Closing

Activity Budget: \$100,000

Activity Description:

Preliminary title work was completed as soon as County staff was aware the landowners wanted to sell an easement, to allow time to clear any title issues; none were found. Prior to closing, the County will order a final title commitment and settlement statement. When all closing documents are in order, the closing date will be scheduled with the title company and the landowners.

Activity Milestones:

Description	Approximate Completion Date
Order Final Title Commitment and Settlement Statement	April 30, 2024
Compile and submit 30 days before closing: DNR-required documentation	May 31, 2024
Compile and submit 10 days before closing: required financial information	May 31, 2024
Schedule Closing	May 31, 2024

Activity 3: Post Closing Activities

Activity Budget: \$1,000

Activity Description:

Following closing on the easement acquisition, County staff will record, compile and submit documentation necessary to

receive reimbursement from the ENRTF. A Title Insurance Policy will be received. Final documents will be uploaded into the County's permanent online document archive system. Please note the milestone dates below are restricted by this system to no later than June 30, 2024. However, depending on the closing date and the time it takes to receive and/or record final documents, it may be late summer before the milestones are completed.

Activity Milestones:

Description	Approximate Completion Date
Draft and Record Notice of Funding Restriction	June 30, 2024
Document Compilation and Reimbursement Submittal	June 30, 2024
Prepare and submit within 60 days - financial report to LCCMR	June 30, 2024
Document Upload to County Archive System	June 30, 2024

Dissemination

Describe your plans for dissemination, presentation, documentation, or sharing of data, results, samples, physical collections, and other products and how they will follow ENRTF Acknowledgement Requirements and Guidelines.

The conservation easement area will include County signage and the required ENRTF logo. The County sign is a metal composite designed for durability and long life (anti-fading). The signage will be mounted on metal posts and replaced when and if needed.

Long-Term Implementation and Funding

Describe how the results will be implemented and how any ongoing effort will be funded. If not already addressed as part of the project, how will findings, results, and products developed be implemented after project completion? If additional work is needed, how will this work be funded?

Following acquisition, easement restoration work is guided by a Natural Resource Management Plan and funded by County, state grant, and required landowner in-kind/cash contributions through an executed Natural Resource Management Agreement. Ecologic monitoring visits will be conducted periodically to assess the health of restored habitats. Additionally, easements are monitored each year to ensure compliance with easement deed requirements, restrictions and conditions designed to protect the conservation values of the easement property. Easements with willing landowners establish a long-term relationship with the County that does not end, even when land ownership changes hands.

Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
Personnel								
							Sub Total	-
Contracts and Services								
Dakota County Abstract and Title (DCA Title)	Acquisition costs	Providing title work and settlement statement documents, scheduling and conducting the closing.				0.05		\$1,000
							Sub Total	\$1,000
Equipment, Tools, and Supplies								
							Sub Total	-
Capital Expenditures								
							Sub Total	-
Acquisitions and Stewardship								
	Conservation Easement Acquisition	Acres: 0.5 Parcels: 1						\$103,000
							Sub Total	\$103,000
Travel In Minnesota								
							Sub Total	-
Travel Outside Minnesota								

							Sub Total	-
Printing and Publication								
							Sub Total	-
Other Expenses								
							Sub Total	-
							Grand Total	\$104,000

Classified Staff or Generally Ineligible Expenses

Category/Name	Subcategory or Type	Description	Justification Ineligible Expense or Classified Staff Request
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Non ENRTF Funds

Category	Specific Source	Use	Status	\$ Amount
State				
			State Sub Total	-
Non-State				
Cash	Dakota County	Dakota County will provide the balance of the funding needed to acquire the conservation easement.	Secured	\$45,000
In-Kind	Dakota County	All staff time associated with grant management	Secured	\$10,000
			Non State Sub Total	\$55,000
			Funds Total	\$55,000

Acquisition and Restoration

Parcel List

Name	County	Site Significance	Activity	Acres	Miles	Estimated Cost	Type of Landowner	Easement or Title Holder	Status of Work
CE-Haskell Street	Dakota	Oaks and grasses	Conservation Easement	0.5	0	\$148,000	Private	Dakota County	Negotiations In Progress
Totals				0.5	0	\$148,000			

Conservation Easement Acquisition

1. Describe the selection process for identifying and including proposed parcels on the parcel list, including an explanation of the criteria and decision-making process used to rank and prioritize parcels.

Landowner applications are solicited through public notices and targeted mailings or are identified through park or greenway master plans. County staff meets with eligible applicants to discuss the Land Conservation Program and process. Project prioritization criteria are used to score, rank and recommend projects based on location, natural resource components, landowner commitment to restoration, etc. Recommended projects are appraised to determine fair market value.

2. List all adopted state, regional, or local natural resource plans in which the lands included in the parcel list are identified for the acquisition purposes you propose. Include the URL to the plan if one is available.

This easement acquisition falls under the Land Conservation Plan for Dakota County and the County Natural Resource Management System Plan.

3. For any conservation easement acquired, a restoration and management plan must be prepared. Summarize the components and expected outcomes of restoration and management plans for parcels acquired by your organization, how these plans are kept on file by your organization, and overall strategies for long-term plan implementation, including how long-term maintenance and management needs of the parcel will be financed into the future.

Natural Resource Management Plans (NRMPs) are jointly developed for each easement acquisition. NRMPs are implemented through Management Agreements with landowners that establish restoration activities, mutual financial contributions, and maintenance responsibilities. NRMPs are revisited and updated as necessary every five years. NRMPs are uploaded to the County's document archive system. The County uses a combination of landowner, County and state grant funding to accomplish plan implementation. Ecological monitoring takes place annually or as needed for restoration activities in perpetuity.

4. For each parcel to be conveyed to a State of Minnesota entity (e.g., DNR) after purchase, provide a statement confirming that county board approval will be obtained.

The Dakota County Board approved this acquisition in Resolution No. 23-578.

5. If applicable (see M.S. 116P.17), provide a statement confirming that written approval from the DNR Commissioner will be obtained 10 business days prior to any final acquisition transaction.

Dakota County will seek written approval from the DNR Commission for this acquisition at least 10 days prior to a final acquisition transaction.

6. Provide a statement addressing how conservation easements will address specific water quality protection activities, such as keeping water on the landscape, reducing nutrient and contaminant loading, protecting groundwater, and not permitting artificial hydrological modifications.

Although small, the permanent vegetation maintained on this easement in perpetuity will avoid likely permanent impervious surfaces, if this property were developed as a home site.

7. Describe the long-term monitoring and enforcement program for conservation easements acquired on parcels by your organization, including explanations of the process used for calculating conservation easement monitoring and enforcement costs, the process used for annual inspection and reporting on monitoring and enforcement activities, and the process used to ensure perpetual funding and implementation of monitoring and enforcement activities.

Annual inspections are conducted for easement deed compliance. The County contracts with a private firm and the Dakota County Soil and Water Conservation District to conduct annual monitoring inspections. The cost varies, based on easement size and habitat variation; but on average, monitoring costs the County about \$26,000 annually. The funding is part of the annual County budgeting process.

Attachments

Required Attachments

Map

File: [87ebe387-178.pdf](#)

Alternate Text for Map

The map shows the easement boundary and surrounding open space. There are multiple wooded areas near the easement, with small openings. There are large burr oaks throughout the area....

Board Resolution or Letter

Title	File
Dakota County Board Resolution	54c933b9-1b4.pdf

Difference between Proposal and Work Plan

Describe changes from Proposal to Work Plan Stage

There is no change between the proposal and workplan stage. Please note however, that the County intended to pay all costs of this acquisition with the exception of a portion of the easement cost. This application form forced the breakout of the \$104,000 grant request into amounts for other activities (e.g., document preparation and post-closing activities) that the County intended to pay.

Additional Acknowledgements and Conditions:

The following are acknowledgements and conditions beyond those already included in the above workplan:

Do you understand and acknowledge the ENRTF repayment requirements if the use of capital equipment changes?

N/A

Do you agree travel expenses must follow the "Commissioner's Plan" promulgated by the Commissioner of Management of Budget or, for University of Minnesota projects, the University of Minnesota plan?

N/A

Does your project have potential for royalties, copyrights, patents, sale of products and assets, or revenue generation?

No

Do you understand and acknowledge IP and revenue-return and sharing requirements in 116P.10?

N/A

Do you wish to request reinvestment of any revenues into your project instead of returning revenue to the ENRTF?

N/A

Does your project include original, hypothesis-driven research?

No

Does the organization have a fiscal agent for this project?

No