



Environment and Natural Resources Trust Fund (ENRTF)

M.L. 2020 ENRTF Work Plan (Main Document)

Today's Date: August 20, 2019

Date of Next Status Update Report:

Date of Work Plan Approval:

Project Completion Date: June 30, 2022

Does this submission include an amendment request? __

PROJECT TITLE: Whiskey Creek & Mississippi River Water Quality, Habitat, and Recreation Project Land Acquisition

Project Manager: Tim Terrill

Organization: Mississippi Headwaters Board

College, Department, or Division:

Mailing Address: 322 Laurel Street

City, State, Zip Code: Brainerd, MN 56401

Project Manager Direct Telephone Number: 218-824-1189

Email Address: timt@mississippiheadwater.org

Web Address: www.mississippiheadwaters.org

Location: Central MN geographic region; Crow Wing County, Baxter, MN

Total Project Budget: \$500,000

Amount Spent: \$0

Balance: \$500,000

Legal Citation: M.L. 2020, Chp. xx, Sec. xx, Subd. xx

Appropriation Language:

PROJECT STATEMENT:

This project will purchase 13.8 acres in the 400-acre, highly impervious, Trunk Highway 371 watershed in Baxter Minnesota. This overall goal is for the city of Baxter to purchase these acres, by utilizing funding administered by the Mississippi Headwaters Board to accomplish this goal. This project needs to be completed so future goals through other grants can be obtained.

Once this funding is obtained and land is purchased by the city of Baxter, future funding can be sought by other agencies. The strategy and contingency for future funding is for the Crow Wing Soil & Water Conservation District to seek out Clean Water funding from the Board of Water and Soil Resources to implement a water quality stormwater basin which will intercept pollutants from the 400 acre watershed. A feasibility study was already completed for this site, and the stormwater basin and green space will remove 145.7 lbs. of phosphorus, and 84,560 lbs of total suspended solids annually. Crow Wing Soil & Water Conservation District has agreed to apply for funding in August 2020, and if funded, can begin construction in 2021.

II. OVERALL PROJECT STATUS UPDATES:

First Update April 1, 2021

Second Update October 1, 2021

Third Update April 1, 2022

Final Report between project end (June 30) and August 15, 2022

III. PROJECT ACTIVITIES AND OUTCOMES:

ACTIVITY 1 Title: Land acquisition

Description:

MHB will work with the City to execute the City's purchase agreement for the 13.8 acres, which, in combination with land currently owned by the City, comprises the 20.6 acres. The cost of this purchase includes attorney, survey, county filing, and apportioned taxes.

ACTIVITY 1 ENRTF BUDGET: \$500,000

Outcome	Completion Date
1. Attorney, Survey, Court Filing Services	October, 2020
2. Fee Title, Taxes and Land Purchase of 13.8 Acres	December, 2020

First Update April 1, 2021

Second Update October 1, 2021

Third Update April 1, 2022

Final Report between project end (June 30) and August 15, 2022

IV. DISSEMINATION:

Description:

The Minnesota Environment and Natural Resources Trust Fund (ENRTF) will be acknowledged through use of the trust fund logo or attribution language on project print and electronic media, publications, signage, and other communications per the [ENRTF Acknowledgement Guidelines](#).

First Update April 1, 2021

Second Update October 1, 2021

Third Update April 1, 2022

Final Report between project end (June 30) and August 15, 2022

V. ADDITIONAL BUDGET INFORMATION:

A. Personnel and Capital Expenditures

Explanation of Capital Expenditures Greater Than \$5,000: N/A

Explanation of Use of Classified Staff:

Total Number of Full-time Equivalents (FTE) Directly Funded with this ENRTF Appropriation:

Enter Total Estimated Personnel Hours for entire duration of project: 59	59 total personnel hours by 2,080 hours in 1 yr = TOTAL FTE: 0.022
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Total Number of Full-time Equivalents (FTE) Estimated to Be Funded through Contracts with this ENRTF Appropriation:

Enter Total Estimated Contract Personnel Hours for entire duration of project: 557	557 total contract hours by 2,080 hours in 1 yr TOTAL FTE: 0.268
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VI. PROJECT PARTNERS:

MHB will be the fiscal agent receiving funds for this project. The City of Baxter will assist with managing the acquisition of the project area.

- A. Partners outside of project manager's organization receiving ENRTF funding: None
- B. Partners outside of project manager's organization NOT receiving ENRTF funding: None

VII. LONG-TERM- IMPLEMENTATION AND FUNDING:

This phase of the project only includes acquisition. Future funding requests will include the remaining project phases to complete the project.

The next phase will include MHB working with the City to contract out engineering and construction services. Local agencies have partnered with MHB and the City of Baxter to form a TAP that will guide the goals for the project, review technical documents, and advise the City during design and construction phases to ensure the project is adhering to permit standards and regulations.

This includes the final design plan, environmental permitting, bid specifications, and construction management. This project will remain in compliance with permitting requirements stipulated by local and federal regulatory agencies, including the MNPCA, the Minnesota Department of Natural Resources (MNDNR), the United States Army Corps of Engineers (USACE), the City of Baxter, and Crow Wing County. MHB will work with the City to contract out these environmental permitting services.

20.6 acres will be used to create a stormwater pollution prevention practice and restore natural habitat

area. The stormwater pollution prevention practice will reduce stormwater pollutants, reduce peak flow rates and reduce flooding. Plug plants, seedlings, and native buffers will be planted in the area after construction to create a natural habitat area for wildlife including fish, birds, and pollinators.

Educational kiosks will be placed at key entry points to highlight the importance of protecting natural resources. MHB will work with the City of Baxter to contract out these construction services.

The benefits of the entire project will remain effective at least twenty years before significant maintenance will be required. Minor maintenance such as planting and weeding will be completed by the City. The City will hold the fee title and be the responsible party for the ongoing operation and maintenance of the green space, trail, and stormwater BMP. The City has adequate funding to provide the necessary operations and maintenance for this.

VIII. REPORTING REQUIREMENTS:

- Project status update reports will be submitted April 1 and October 1 each year of the project
- A final report and associated products will be submitted between June 30 and August 15, 2022

IX. SEE ADDITIONAL WORK PLAN COMPONENTS:

A. Budget Spreadsheet

B. Visual Component or Map

C. Parcel List Spreadsheet

D. Acquisition, Easements, and Restoration Requirements

E. Research Addendum

Attachment A: Project Budget Spreadsheet
 Environment and Natural Resources Trust Fund
 M.L. 2020 Budget Spreadsheet

Legal Citation:

Project Manager: Tim Terrill

Project Title: Water Quality, Habitat, and Recreational Improvements to Whiskey Creek and Mississippi River, Baxter, MN

Organization: Mississippi Headwaters Board

Project Budget: \$1,470,500

Project Length and Completion Date: 2 Years, Summer 2020 - Summer 2022

Today's Date: February 10, 2020



ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET		Budget	Amount Spent	Balance
BUDGET ITEM				
Personnel (Wages and Benefits)		\$ -	\$ -	\$ -
Executive Director, MHB. \$ 3,500 (80% salary, 20% benefits) 15% FTE each for 1 year. Main responsibilities include full oversight of the LCCMR grant and project management. This budget is only for time from the executive director spent on the project.		\$ 3,500		\$ 3,500
Professional/Technical/Service Contracts				
Equipment/Tools/Supplies				
Capital Expenditures Over \$5,000				
		\$ -	\$ -	\$ -
Fee Title Land Acquisition				
Acquire 13.8 acres from Good Samaritan		\$ 433,200		\$ 433,200
Professional Services for Acquisition				
Attorney, survey, filing with county. Title Holder will be the City of Baxter.			\$ -	
Attorney Services		\$ 38,000		\$ 38,000
Survey Services		\$ 25,300		\$ 25,300
Easement Acquisition				
		\$ -	\$ -	\$ -
Travel expenses in Minnesota				
		\$ -	\$ -	\$ -
Other				
			\$ -	\$ -
COLUMN TOTAL		\$ 500,000	\$ -	\$ 500,000
SOURCE AND USE OF OTHER FUNDS CONTRIBUTED TO THE PROJECT	Status (secured or pending)	Budget	Spent	Balance
Non-State: City of Baxter	Secured	\$ 75,000	\$ -	\$ 75,000
State: Requesting funding from Clean Water Fund	pending	\$ 1,195,000	\$ -	\$ 1,195,000
In kind:				
			\$ -	\$ -
Other ENRTF APPROPRIATIONS AWARDED IN THE LAST SIX YEARS	Amount legally obligated but not yet spent	Budget	Spent	Balance
None		\$ -	\$ -	\$ -

Attachment C: Parcel Information
Environment and Natural Resources Trust Fund
M.L. 2020 Acquisition/Restoration Parcel List Spreadsheet
Project Title: Water Quality, Habitat, and Recreational Improvements to Whiskey Creek and Mississippi River, Baxter, MN Quality Protection Project
Legal Citation: Staff will update the legal citation upon work plan approval by the LCCMR following the MN Legislative Session.
Project Manager: Tim Terrill
Organization: Mississippi Headwaters Board
College/Department/Division: n/a
M.L. 2020 ENRTF Appropriation: \$1,770,500
Project Length and Completion Date: 2 Years, Summer 2020 - Summer 2022
Today’s Date: February 10,2020



Instructions: Please include on the following list all targeted parcels that you are currently considering for acquisition (fee title or easement) or restoration (all phases) using the appropriation. The list may include more parcels than you will ultimately acquire or conduct restoration work on with the funds. To be eligible as part of your project, however, a parcel must be included on the list. Changes may be requested through the amendment process. Please update the status column and submit with your periodic workplan updates. Include any significant issues related to any particular parcel in your activity and project status sections of your Main Workplan Document.

#	Acquisition or Restoration Parcel Name	Geographic Coordinates (preferably from the center of the parcel) Format: [Deg.]° [Min.]' [Sec.]" [Hemis.]		Estimated Cost	Estimated Annual PILT Liabilities	County	Site Significance (please include what ecosystem (e.g., prairie, forest, wetland, savanna) is represented as well as the ecological significance, site importance, conservation value, and public benefits)	Activity Description (e.g. fee title acquisition, conservation easement acquisition, site preparation, restoration)	# of Acres	# of Shoreline Miles	Type of Landowner (private individual or trust, non-profit organization, for-profit entity)	Proposed Fee Title or Easement Holder (if applicable)	Status of work (e.g. engaged in landowner negotiations, no longer in consideration, restoration activities underway)
		Latitude	Longitude										
1	0336100090F0009 0336100090E0009	46.355949	-94.235544	\$ 500,000	\$ -	Crow Wing	Wetland and pond; this area is a natural habitat for aquatic species and wildlife. This parcel includes the project area and will be converted into a public green space.	Fee Title Acquisition	13.8	0	Organization	City of Baxter	City of Baxter holds a purchase agreement with the land owner.
3													
4													
5													
6													
7													
8													
9													
10													
NOTES:													

Attachment D – Additional Work Plan Information for Acquisition, Easements, and Restoration

Acquisition/Restoration Information:

The information to be included in this section is to help fulfill specific requirements pertaining to fee title acquisition, conservation easement acquisition, and restoration efforts completed using Environment and Natural Resources Trust Fund dollars. More detailed information explaining these requirements is available in separate documents that are available on the “Project Manager Info” page of the LCCMR website under “Requirements for ENRTF Land Acquisitions and Restorations”: http://www.lccmr.leg.mn/pm_info/manager_info_index.html. Please fill out the relevant portions below. Please delete any sections that do not apply to your project. For example, if your project only involves fee title acquisition, answer all five items under fee title acquisition and then delete all of the text for the portions relating to conservation easement acquisition and restoration.

Fee Title Acquisition

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

In 2013, the Crow Wing Soil and Water Conservation District (the Conservation District) conducted an analysis of the Whiskey Creek subwatershed to determine potential locations for effective stormwater quality best management practices and address nutrient and sediment discharges to Whiskey Creek. The proposed site is located within a region with the highest risk factors for impacts on water quality in the county¹. A subsequent feasibility study, conducted in 2014, identified the proposed site as a high value area for water quality treatment efficiency. In the 2015 MHB regional study, this project was ranked second out of 59 projects for the removal of Total Phosphorus².

The parcels are located at the intersection of Golf Course Drive N. and Excelsior Road N., where Whiskey Creek makes its way across the Northland Arboretum before emptying into the Mississippi River. An abandoned golf course currently sits on the parcels. The Evangelical Lutheran Good Samaritan Society purchased the land for development and signed a purchase agreement to sell 13.8 acres to the City of Baxter for development of a stormwater BMP. The City of Baxter has acquired a purchase agreement for both parcels with the land owner and they have worked together for several years to develop this project.

2. *List all adopted state, regional, or local natural resource plans in which the lands included in the parcel list are identified. Include a link to the plan if one is available.*

The parcels are included in the City of Baxter 2015 Comprehensive Plan, Section 4: Parks, Trails, and Open Spaces. A future trail is identified in the project area on page 4-9 as a Future Bike/Pedestrian Trail.

http://www.baxtermn.gov/download/comprehensive_plan/2015%20Comprehensive%20Plan.pdf

This area is also included in the Whiskey Creek Subwatershed Water Quality Retrofit Analysis published in December 2013 by MHB. <http://www.mississippiheadwaters.org/grants/stormreports/Whiskey%20Creek%20Report.pdf>

The Whiskey Creek area is included in the Crow Wing County Water Plan published in April 2013 by Crow Wing County. <https://crowwing.us/DocumentCenter/View/4696/Part7---Mississippi-River-?bidId=>

3. *For any parcels acquired in fee title, 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*

¹Crow Wing County Plan, 2013-2023.

²Mississippi Headwaters Board BMP Summary, October 13, 2015

implementation, including how long-term maintenance and management needs of the parcel will be financed into the future.

The project area will be converted from an abandoned golf course to a publicly accessible green space. The project will also restore natural habitat within the 20.6-acre area for aquatic species, pollinators, and native wildlife. MHB and the City of Baxter will work together to restore the area along Whiskey Creek, and to protect the water quality of the Mississippi River from harmful contaminants. The project will convert the parcels into a restored natural habitat, recreational area, and stormwater BMP.

Native seed mix, tree and shrub seedlings, and pollinator mixes will be planted around the stormwater BMP to provide a native buffer and natural habitat in the project area for local wildlife. The City of Baxter will be responsible for overseeing and ensuring the growth and health of the plantings for this project. This includes, but is not limited to, watering during the growing season as required, spot spraying noxious weeds with an approved herbicide, determining and adhering to a mowing schedule following the initial planting of native buffer areas, and repairing any portions that may become damaged.

MHB and the City of Baxter will initiate a relationship with the Minnesota Conservation Corp to plant appropriate pollinator-friendly flower species and native seeds or plugs as they are applicable to the project site. A pollinator planting restoration management plan will follow the Board of Water & Soil Resources native vegetation establishment guidelines and native species diversity required under Minnesota Statute § 84.973 – Pollinator Habitat Program.

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.*

N/A – These parcels will be owned and maintained by the City of Baxter.

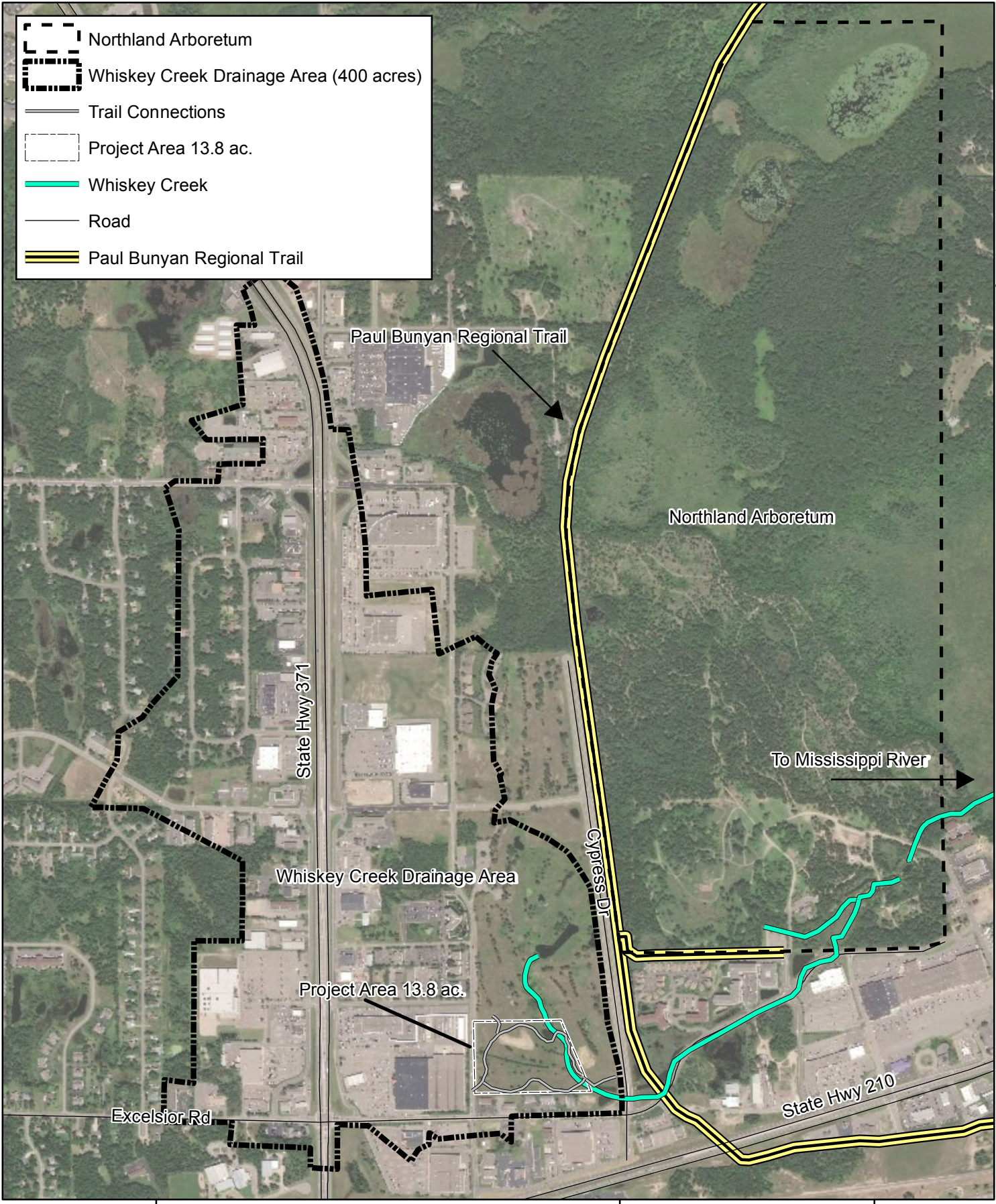
5. *If applicable (see M.S. 116P.17), provide a statement confirming that written approval from the DNR Commissioner will be obtained 10 business days prior to any final acquisition transaction.*

N/A – These parcels will be owned and maintained by the City of Baxter.

¹Crow Wing County Plan, 2013-2023.

²Mississippi Headwaters Board BMP Summary, October 13, 2015

- Northland Arboretum
- Whiskey Creek Drainage Area (400 acres)
- Trail Connections
- Project Area 13.8 ac.
- Whiskey Creek
- Road
- Paul Bunyan Regional Trail



Attachment B - Project Area
Whiskey Creek
City of Baxter
02/13/2020

