

**Minnesota Pollution
Control Agency**520 Lafayette Road
St. Paul, MN 55155-4194

Watershed Semi-Annual Report for Reporting Year 2015

Doc Type: Semi-Annual Report

Please complete and submit to your project manager.Reporting Period: ☐ January 1 through June 30 (Due August 1)
☒ July 1 through December 31 (Due February 1)

All information is required by the U.S. Environmental Protection Agency (EPA) and the Minnesota Pollution Control Agency (MPCA). Do not leave blanks (unless otherwise noted). This report form can be typed using your computer. Use the "tab" key to move through the fields of this form. Enter responses using text and check boxes as indicated. Keep a copy for your records.

I. General Report Information

1. Project title: Northwood Lake Water Quality Improvement Project
2. Project sponsor (Grantee): Bassett Creek Watershed Management Commission
3. Contact name: Laura Jester
4. E-mail address: laura.jester@keystonewaters.com
5. Funding: ☐ 319 ☒ CWP ☐ Clean Water Fund ☐ Other: _____
6. Contract number: 93185
7. MPCA Project Manager: Rachel Olmanson
8. Effective date (mm/dd/yyyy): 6/8/2015 Expiration date (mm/dd/yyyy): June 30, 2018

II. Semi-annual Report Information

1. Project activities completed during last six (6) months according to the program objectives or tasks (please be specific):

In August 2015, the BCWMC entered an agreement with the City of New Hope to design and construct the Northwood Lake Water Quality Improvement Project. The City and their consultant, Stantec, began project designs in August 2015. Work was completed on the objectives and tasks listed below.

Objective 1 Task A: Design storm water reuse system and raingardens

In August through November 2015, the City and their consultant (Stantec) completed surveys and prepared engineering designs for various project components including the redirection of storm water on Boone Ave, a storm water treatment structure, the underground storage tank and water reuse system for ballfield irrigation, raingardens, a sump structure, curb cut, and emergency overflows. The 50% design plans were reviewed by the BCWMC engineer in September 2015 and were approved by the BCWMC at their September 2015 meeting. The 90% design plans were reviewed by the BCWMC engineer in November 2015 and were approved by the BCWMC at their November 2015 meeting.

Objective 1 Task B: Design storm water treatment pond west of Northwood Lake

In August through November 2015, the City and their consultant (Stantec) completed surveys and prepared engineering designs for the treatment pond west of Northwood Lake. Plans include a wet detention basin between Trunk Highway 169 and Jordan Ave. and an outlet structure from the pond to an existing storm sewer pipe tributary to Northwood Lake. The 50% design plans were reviewed by the BCWMC engineer in September 2015 and were approved by the BCWMC at their September 2015 meeting. The 90% design plans were reviewed by the BCWMC engineer in November 2015 and were approved by the BCWMC at their November 2015 meeting.

Objective 5 Task A: Provide project management and administration

The BCWMC Administrator worked to manage the grant and coordinate certain components of the project including developing the grant work plan, drafting the agreement with the City of New Hope, tracking project progress, and reporting progress to the Bassett Creek Watershed Commissioners.

Objective 5 Task B: Provide technical review of project

The BCWMC Engineers reviewed the 50% and 90% designs for the Project (in September and November 2015, respectively) and developed corresponding memos with their comments and recommendations to the Commission.

2. List all products (documents, pamphlets, videos, maps, etc.) produced in this reporting period:

Agreement between BCWMC and City of New Hope for City to design and construct the Project (August 2015)

50% Design Plan Set for all Project components (September 2015; City of New Hope/Stantec)

Review memo of 50% design plans with comments and recommended approval by the BCWMC (Barr Engineering September 2015)

90% Design Plan Set for all Project components (November 2015; City of New Hope/Stantec)

Review memo of 90% design plans with comments and recommended approval by the BCWMC (Barr Engineering November 2015)

3. Challenges faced (optional):

None at this time.

4. Summary of monitoring data collected (if applicable):

Water quality data will be collected on Northwood Lake in 2016.

4a. Have all monitoring stations been established in EQUIS? ☐ Yes ☐ No ☒ N/A

4b. Are the data being routinely submitted for storage into EQUIS? ☐ Yes ☐ No ☒ NA

If yes, last submittal date (mm/dd/yyyy): _____

5. Are the Best Management Practices data being annually entered into eLINK)? ☐ Yes ☐ No ☒ N/A

If yes, date last entered (mm/dd/yyyy): _____

6. Describe specific (quantifiable, if possible) results achieved during this period:

Because the project has not yet been constructed, there are no pollutant reductions to report at this time. See Section 2 above for a list of documents produced to date.

Phosphorus Load Reduction: NA lbs./year

Nitrogen Load Reduction: NA lbs./year

Sediment Load Reduction: NA lbs./year

7. Did the MPCA execute a change order or amendment for this project during this reporting period? No ☒ Yes ☐

If yes, summarize those changes:

NA

8 List anticipated program objectives or tasks to be completed during the next six (6) months please be specific):

None anticipated.

III. Expenditure Information for this Period

Provide a copy of your work plan budget showing cumulative expenditures and budget balances by work plan objective and task. Also, fill out the summary below.

☒ Expenditure Report attached

Complete the table below:

	Amount
Total Grant Amount	\$300,000
Total Match Amount (if applicable)	\$1,052,000

Total Project Amount	\$1,352,000
Grant Expenditures this period	\$5,038.25
Match Expenditures this period (if applicable)	\$83,484.84
Cumulative Grant Expenditures to date	\$5,038.25
Cumulative Match Expenditures to date (if applicable)	\$83,484.84
Total Cumulative Expenditures to date	\$88,523.09

Date form completed (mm/dd/yyyy): 1/22/2016

PROJECT BUDGET AND EXPENDITURE REPORT

[PROJECT NAME]

PERIOD ENDING []

Northwood Lake Improvement Project Budget				I.			Grant Cash	II.	III.A.	III.B.	
Cost Category	Estimated cost	Unit Cost	Quantity	Subtotals In-Kind	Match Cash	Loan Funds		Total Budget	Year 1 Jan 1 - Jun 30 Expended	Year 1 Jul 1 - Dec 31 Expended	
OBJECTIVE 1 - DESIGN PROJECT COMPONENTS											
A) Design storm water reuse system and raingardens - Subcontractor cost ¹	222,383.00					222,383.00		222,383.00	0.00	74,201.00	
B) Design storm water treatment pond west of Northwood Lake - Subcontractor cost ²	27,862.00					27,862.00		27,862.00	0.00	9,283.84	
OBJECTIVE 1 - TOTAL					0.00	250,245.00	0.00	0.00	250,245.00	0.00	83,484.84
OBJECTIVE 2 - CONSTRUCT STORM WATER REUSE SYSTEM & RAINGARDENS											
A) Construction costs - storm sewer redirect, treatment structure install ³	194,510.00					194,510.00		194,510.00	0.00	0.00	
B) Construction costs - underground storage tank ⁴	328,739.00					328,739.00		328,739.00	0.00	0.00	
C) Construction costs - water re-use piping and pumphouse ⁵	225,630.00					225,630.00		225,630.00	0.00	0.00	
D) Construction costs - raingardens & curbcut ⁶	220,817.00						220,817.00	220,817.00	0.00	0.00	
OBJECTIVE 2 - TOTAL					0.00	748,879.00	0.00	220,817.00	969,696.00	0.00	0.00
OBJECTIVE 3 - CONSTRUCT POND WEST OF LAKE											
A) Construction costs - pond construction ⁷	121,479.00					52,876.00		68,603.00	121,479.00	0.00	0.00
OBJECTIVE 3 - TOTAL					0.00	52,876.00	0.00	68,603.00	121,479.00	0.00	0.00
OBJECTIVE 4 - EDUCATE PUBLIC											
A) Educational sign design	1,000.00							1,000.00	1,000.00	0.00	0.00
B) Educational sign fabrication	1,000.00							1,000.00	1,000.00	0.00	0.00
OBJECTIVE 4 - TOTAL					0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00
OBJECTIVE 5 -MANAGE PROJECT & GRANT ADMIN											
A) BCWMC Administrator	67.00	/hr.	15.00	hrs				1,005.00	1,005.00	0.00	586.25
B) BCWMC Engineers											
Principal Engineer	165.00	/hr.	6.00	hrs				990.00	990.00	0.00	175.00
Consultant/Advisor	155.00	/hr.	14.00	hrs				2,170.00	2,170.00	0.00	2,240.00
Engineer/Specialist II	115.00	/hr.	18.00	hrs				2,070.00	2,070.00	0.00	2,037.00
C) BCWMC Administrator	67.00	/hr.	35.00	hrs				2,345.00	2,345.00	0.00	0.00
OBJECTIVE 5 - TOTAL					0.00	0.00	0.00	8,580.00	8,580.00	0.00	5,038.25
ITEMIZED BUDGET											
OBJECTIVE 1 - TOTAL					0.00	250,245.00	0.00	0.00	250,245.00	0.00	83,484.84
OBJECTIVE 2 - TOTAL					0.00	748,879.00	0.00	220,817.00	969,696.00	0.00	0.00
OBJECTIVE 3 - TOTAL					0.00	52,876.00	0.00	68,603.00	121,479.00	0.00	0.00
OBJECTIVE 4 - TOTAL					0.00	0.00	0.00	2,000.00	2,000.00	0.00	0.00
OBJECTIVE 5 - TOTAL					0.00	0.00	0.00	8,580.00	8,580.00	0.00	5,038.25
GRAND TOTAL					0.00	1,052,000.00	0.00	300,000.00	1,352,000.00	0.00	88,523.09

¹ Includes engineering, surveying, permitting, and administration to design and prepare plans for the stormwater reuse system and raingardens
² Includes engineering, surveying, permitting, and administration to design and prepare plans for the stormwater treatment pond
³ Includes removing existing storm sewer; installing storm sewer pipe; removing existing curb, sidewalk, and driveway pavement; salvaging and reinstalling sion: installing new curb, gutter, sidewalk, driveway
⁴ Includes reservoir excavation; installing storage tank concrete
⁵ Includes installing water main from pump house to irrigation system; building pump house and related plumbing
⁶ Includes clearing and grubbing; excavating raingarden trenches; installing sump manholes, emergency overflow, and outlet control structure; connecting to storm sewer; installing plantings, mulch; creating curb cut; removing and reinstalling pavement; salvaging and reinstalling street sion; removing and repairing bituminous trail; placing topsoil and mulch.
⁷ Includes tree removal; clearing and grubbing; pond excavation; removing existing storm sewer pipe, pavement, and curb; grading pond; installing sump manhole, storm sewer pipe, riprap; connecting to existing storm sewer; installing plantings and mulch.