

**Environment and Natural Resources Trust Fund
2020 Request for Proposals (RFP)**

Project Title:

ENRTF ID: 275-G

Whiskey Creek & Mississippi River Water Quality/Habitat/Recreation Project

Category: G. Land Acquisition for Habitat and Recreation

Sub-Category:

Total Project Budget: \$ 1,470,500

Proposed Project Time Period for the Funding Requested: June 30, 2023 (3 yrs)

Summary:

Project will purchase 13.8 acres and construct water quality, habitat, and recreational improvements to protect the Mississippi River from contaminants in the 400-acre, highly impervious watershed in Baxter Minnesota.

Name: Tim Terrill

Sponsoring Organization: Mississippi Headwaters Board

Job Title: Executive Director

Department: _____

Address: 322 Laurel St.

Brainerd MN 56401

Telephone Number: (218) 824-1189

Email timt@mississippiheadwaters.org

Web Address: www.mississippiheadwaters.org

Location:

Region: Central

County Name: Crow Wing

City / Township: Baxter

Alternate Text for Visual:

The project is located in Baxter Minnesota just West of the Northland Arboretum and within the Whiskey Creek watershed. The proposed Best Management Practice is centered within a green space that connects to the Paul Bunyan Regional Trail. Whiskey Creek flows East through the project area and Northland Arboretum and discharges into the Mississippi River.

_____ Funding Priorities	_____ Multiple Benefits	_____ Outcomes	_____ Knowledge Base
_____ Extent of Impact	_____ Innovation	_____ Scientific/Tech Basis	_____ Urgency
_____ Capacity Readiness	_____ Leverage	_____ TOTAL	_____ %



PROJECT TITLE: Water Quality, Habitat, and Recreational Improvements to Whiskey Creek and Mississippi River, Baxter, MN

I. PROJECT STATEMENT

Project will purchase 13.8 acres and construct water quality, habitat, and recreational improvements to protect the Mississippi River from contaminants in the 400-acre, highly impervious, Trunk Highway 371 watershed in Baxter, Minnesota. A total of 20.6 acres will be converted into a stormwater best management practice (BMP) and a green space enhanced with newly planted pollinator species and recreational trail connections. The Mississippi Headwaters Board (MHB), in association with the City of Baxter (the City) and other stakeholders, will:

- Remove nearly four tons of phosphorus and 512 tons of sediment in water discharging to the Mississippi River over the next 20 years.
- Protect the Mississippi River drinking water supply used by almost 20% of Minnesotans¹.
- Plant pollinator-friendly native plants that reduce runoff and absorb excess nutrients in stormwater.
- Provide flood control and damage prevention upstream and downstream of the project area.
- Create a public recreational feature with access to the Paul Bunyan Regional Trail.
- Restore stream banks and instream habitat features of Whiskey Creek.
- Reduce pollutants discharged to the Mississippi River from impervious surfaces of TH 371 travel corridor.

The proposed stormwater BMP will remove phosphates, suspended solids, and other pollutants from the surface water runoff of the watershed area for Whiskey Creek. Out of the 400 miles along the Mississippi River, this watershed has the highest amount of development, with 50% of the land classified as developed and an increase of 208 people per square mile from 2000 to 2010³. The 20.6-acre area is the last opportunity to provide these improvements in the 400-acre drainage area. In a study conducted by MHB, this project was ranked 2nd highest for removal of phosphorus out of 59 projects in the region². The green space will improve land value, create corridor connections to the Paul Bunyan State Regional Trail, and provide protection and connection to the Northland Arboretum.

Restoring the stream banks of Whiskey Creek will improve fish and wildlife habitats while mitigating erosion and flood risks. Terrestrial and aquatic vegetation will be planted to increase habitat for fish, bird, and local wildlife. Educational kiosks will be constructed at key entry points to highlight the area's natural resources. This project is a proactive effort to protect the Mississippi River made by the stakeholders involved. There are no mandates, regulations, or rules that currently require this project to be completed.

II. PROJECT ACTIVITIES AND OUTCOMES

Activity 1 Title: Fee Title Acquisition of Parcel, Final Design, Engineering, and Environmental Permitting

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. MHB will work with the City to contract out engineering and construction services. Local agencies have partnered with MHB and the City of Baxter to form a Technical Advisory Panel (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 MNDNR, the USACE, the City of Baxter, and Crow Wing County. MHB will work with the City to contract out these environmental permitting services.

¹State of the River Report, 2016.

²Mississippi Headwaters Board BMP Summary, October 13, 2015.

³Crow Wing County Water Plan, April 12, 2013.



**Environment and Natural Resources Trust Fund (ENRTF)
2020 Main Proposal Template**

ENRTF BUDGET: \$635,000

Outcome	Completion Date
1. Fee title land purchase of 13.8 acres	Summer 2020
2. Engineering and construction plans, bid specifications	Summer 2021
3. Permit requirements: Minnesota Pollution Control Agency, Minnesota Department of Natural Resources, City of Baxter, and Crow Wing County	Fall 2021

Activity 2 Title: Conversion of Abandoned Golf Course into Restored Natural Habitat, Green Space, and Water Quality Improvements

Description: 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 storm water 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.

ENRTF BUDGET: \$835,500

Outcome	Completion Date
1. Construction of Green Infrastructure & Stormwater BMP	Spring 2023
2. Connection of City trail to Paul Bunyan regional trail and installation of educational kiosks	Spring 2023
3. Planting native seed, pollinator species, and native plugs	Spring 2023

III. PROJECT PARTNERS AND COLLABORATORS:

MHB will be the fiscal agent receiving funds for this project. The City of Baxter and its engineering staff will assist with managing the design and construction of the project. The City will open a public comments period for the project to allow citizens to provide input into the project. Local agencies have partnered together to form a TAP composed of professionals to review technical aspects of the project and make suggestions to ensure the project’s continuing success. The TAP members are anticipated to include MHB, the City of Baxter, the Crow Wing Soil and Water Conservation District, MNPCA, the City of Brainerd, MNDOT, and the Northland Arboretum.

IV. LONG-TERM IMPLEMENTATION AND FUNDING:

The benefits of this 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.

V. SEE ADDITIONAL PROPOSAL COMPONENTS:

- A. Proposal Budget Spreadsheet**
- B. Visual Component or Map**
- C. Parcel List Spreadsheet**
- D. Acquisition, Easements, and Restoration Requirements**
- E. Research Addendum (Not required at proposal submission stage. Required later in process, if proposal is recommended. Staff will provide further information at that time)**
- F. Project Manager Qualifications and Organization Description**
- G. Letter or Resolution**
- H. Financial Capacity**

¹State of the River Report, 2016.

²Mississippi Headwaters Board BMP Summary, October 13, 2015.

³Crow Wing County Water Plan, April 12, 2013.

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*

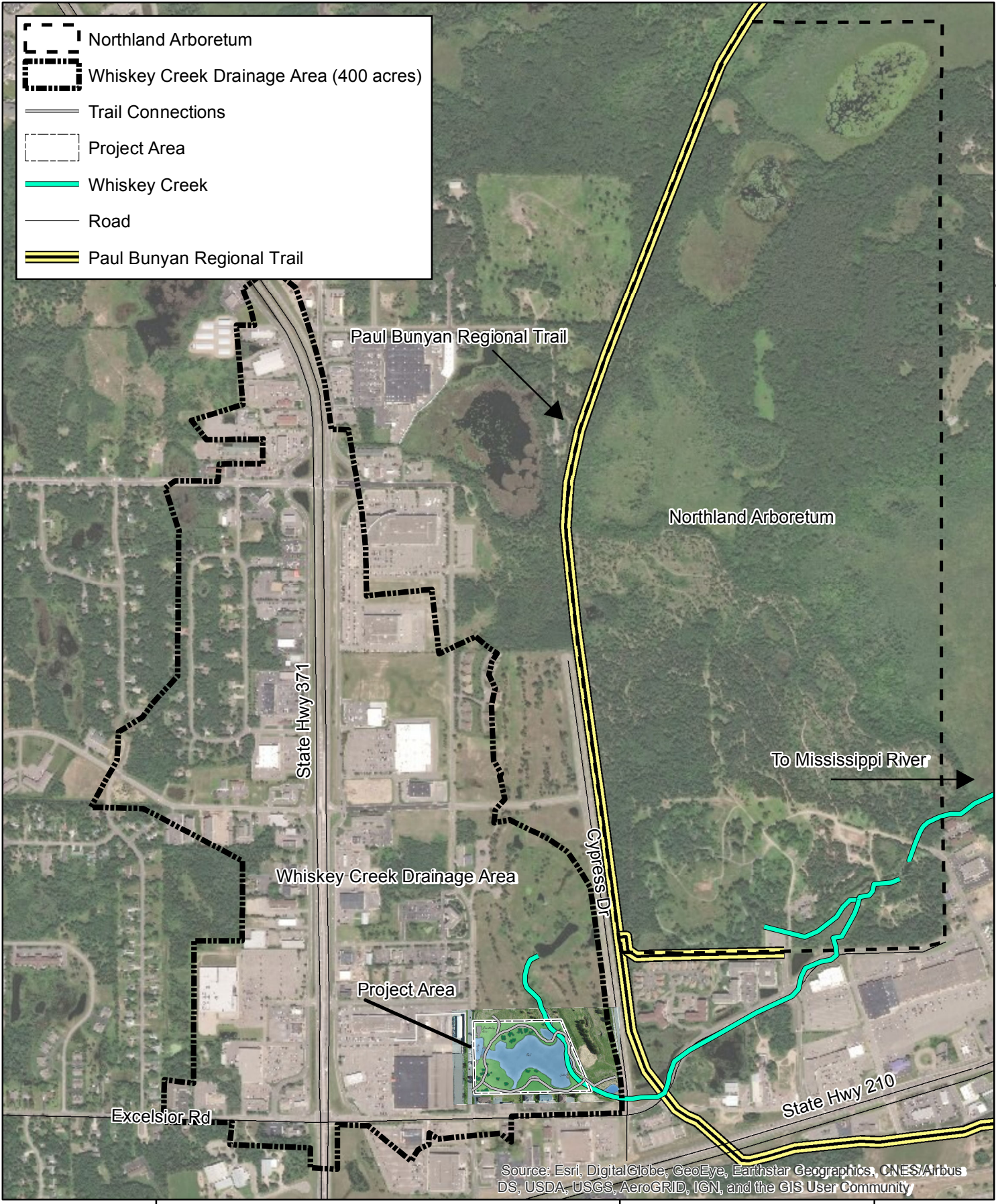
Project Budget: *\$1,470,500*

Project Length and Completion Date: *3 Years, Summer 2020 - Summer 2023*

Today's Date: *April 11, 2019*

ENVIRONMENT AND NATURAL RESOURCES TRUST FUND BUDGET		Budget	Amount Spent	Balance
BUDGET ITEM				
Personnel (Wages and Benefits)		\$ 15,000	\$ -	\$ 15,000
<i>Executive Director, MHB. \$ 15,000 (80% salary, 20% benefits) 15% FTE each year for 1 year. Main responsibilities include full oversight of the LCCMR grant and project management.</i>				
Professional/Technical/Service Contracts				
<i>Competitive Bid: Consulting/Engineering Firm - Final Design & Engineering</i>		\$ 80,000	\$ -	\$ 80,000
<i>Competitive Bid: Environmental Permitting, Construction Supervision, and Permit Compliance</i>		\$ 40,000	\$ -	\$ 40,000
<i>Competitive Bid: Construction and Restoration (see A-C below)</i>				
<i>A: Construction of Green Infrastructure & Stormwater BMP</i>		\$ 600,000		\$ 600,000
<i>B: Connection of City trail to Paul Bunyan regional trail and installation of educational kiosks</i>		\$ 170,000		\$ 170,000
<i>C: Planting native seed, pollinator species, and native plugs</i>		\$ 60,000	\$ -	\$ 60,000
Equipment/Tools/Supplies				
Capital Expenditures Over \$5,000				
		\$ -	\$ -	\$ -
Fee Title Land Acquisition				
<i>Acquire 13.8 acres from Good Samaritan</i>		\$ 433,200		\$ 433,200
Professional Services for Acquisition				
<i>Attorney, survey, filing with county. Title Holder will be the City of Baxter.</i>		\$ 66,800	\$ -	\$ 66,800
Easement Acquisition				
		\$ -	\$ -	\$ -
Travel expenses in Minnesota				
		\$ -	\$ -	\$ -
Other				
<i>Technical Advisory Panel Meeting Expenses</i>		\$ 5,500	\$ -	\$ 5,500
<i>Partners identified thus far include: Mississippi Headwaters Board, City of Baxter, Crow Wing Soil and Water Conservation District, Minnesota Pollution Control Agency, City of Brainerd, Minnesota Department of Transportation, Northland Arboretum. (Estimation based on historical TAP costs and includes preparation of meetings (agenda, visual aids, etc.) and attendance/facilitation of meetings by hired consultant.)</i>				
COLUMN TOTAL		\$ 1,470,500	\$ -	\$ 1,470,500
SOURCE AND USE OF OTHER FUNDS CONTRIBUTED TO THE PROJECT				
	Status (secured or pending)	Budget	Spent	Balance
Non-State:	<i>City of Baxter</i>	\$ 300,000	\$ -	\$ 300,000
State:	<i>Requesting Cost Share with MnDot (not yet requested)</i>	-	\$ -	-
In kind:			\$ -	\$ -
Other ENRTF APPROPRIATIONS AWARDED IN THE LAST SIX YEARS				
	Amount legally obligated but not yet spent	Budget	Spent	Balance
None		\$ -	\$ -	\$ -

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



Source: Esri, DigitalGlobe, GeoEye, Earthstar Geographics, CNES/Airbus DS, USDA, USGS, AeroGRID, IGN, and the GIS User Community



Attachment B - Project Area

Whiskey Creek
City of Baxter



0 1,600 Feet

1 inch = 1,600 feet

ENRTF ID: 275-G

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: *\$1,470,500*

Project Length and Completion Date: *3 Years, Summer 2020 - Summer 2023*

Today's Date: *April 11, 2019*



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

Attachment F - Project Manager Qualifications and Organization Description

Project Manager Qualifications

Tim Terrill, Executive Director

Tim Terrill has an Associates and Bachelor of Science degree in Liberal Arts & Biology (Ecology) from Winona State University, as well as Watershed Management and Conservation Planner certification through the EPA and Natural Resources Conservation Services. Tim brings over eighteen years of experience in the environmental field to his role as Executive Director with the Mississippi Headwaters Board (MHB).

As the District Manager for the Winona Soil & Water Conservation District, Tim worked with the local farming community to identify and obtain funds that would allow the improve water quality, erosion issues, and pollution issues. He was awarded several accolades: '08 National District Excellence Award for Policy and Grassroots Initiatives from the National Association of Conservation Districts and the '09 Minnesota Soil & Water Conservation Society Merit Award for his district's contribution to the natural resource field. Tim was also Project Coordinator with the Iowa Department of Agriculture and Land Stewardship, where he utilized multiple government programs and partnerships to improve water quality. He managed three watershed water quality projects, including the Camp Creek Watershed Project, where he implemented best management practices to control erosion in pasture and cropland that resulted in aquatic habitat alteration.

Mr. Terrill balances many different responsibilities with the MHB, including board development, fiscal management, marketing, public policy development, grant oversight, and program management. He provides remediation assistance and foresight on various projects and their development within the eight-county corridor through grant acquisition and public awareness programs. Tim is responsible for the full oversight of the Whiskey Creek and Mississippi River Habitat and Water Quality Protection Project and the administration of the LCCMR 2020 Environment and Natural Resources Trust Fund grant.

Organization Description

Mississippi Headwaters Board

Formed in 1980 as an alternative to designation of the river into the National Wild and Scenic River System, the Mississippi Headwaters Board (MHB) works to protect and preserve the first 400 miles of the Mississippi River in Minnesota.

A joint powers board of Clearwater, Beltrami, Cass, Hubbard, Itasca, Aitkin, Crow Wing and Morrison Counties, the MHB is mandated by Minnesota Statutes 103F.361-377 to enhance and protect the natural, cultural, historic, scientific, and recreational values of the headwaters region.

MHB achieves its goal of river protection through cooperative land use planning in the eight counties, in conjunction with the Chippewa National Forest and the Leech Lake Indian Reservation.

MHB promotes water quality monitoring, education, and stewardship activities for shoreland property owners, and embraces the efforts of local citizens, students, and government groups who work together to protect the river in their community and preserve the splendor of this national treasure.



