



# Environment and Natural Resources Trust Fund

## 2022 Request for Proposal

### General Information

**Proposal ID:** 2022-142

**Proposal Title:** RDB

### Project Manager Information

**Name:** Colleen Winter

**Organization:** City of Melrose

**Office Telephone:** (320) 256-4278

**Email:** admin@cityofmelrose.com

### Project Basic Information

**Project Summary:** The Sauk River Channel Restoration project includes 1,000 linear feet of channel realignment and instream habitat restoration located adjacent to the Sauk River Dam within the City of Melrose Minnesota.

**Funds Requested:** \$1,105,000

**Proposed Project Completion:** December 31 2028

**LCCMR Funding Category:** Methods to Protect, Restore, and Enhance Land, Water, and Habitat (F)

### Project Location

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

Region(s): Central

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

Region(s): Central

**When will the work impact occur?**

During the Project

## Narrative

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

The Sauk River is a major perennial stream in central Minnesota with a watershed that is 667,200 acres in size. Our project consists of habitat restoration, floodplain connectivity, and water quality improvements through installation of bioengineering. The project is located downstream of the Sauk River Dam, in Melrose. Our project involves realignment of the Sauk River to reduce the erosion that is occurring downstream of the dam. In addition to the scour hole downstream of the dam, the river has also significantly eroded the south bank causing severe sloughing, increased sediment load, and potential collapse of existing buildings. The City was previously awarded funding through ENRTF for the replacement of an existing dam with arch rock rapids. Due to unclear expectations and coordination with regulatory agencies the City turned the money back to LCCMR and did not move forward with the project. The City has utilized lessons learned from that process and coordinated with regulatory agencies early in 2019 which include the DNR, USACE, SRWD, SWCD and County. Coordination meetings have been ongoing to ensure the entire project team collaboratively work together to understand the complexities of the project and to incorporate the unique needs of each agency.

### **What is your proposed solution to the problem or opportunity discussed above? i.e. What are you seeking funding to do? You will be asked to expand on this in Activities and Milestones.**

The proposed improvements include realigning the channel to reduce erosion at the dam, re-grading to create bankfull and floodplain benches, and habitat restoration. The habitat restoration will provide refuge for fish and aquatic organisms, long term vegetative restoration of the south bank to minimize bank failures, addition of rock riffles to improve aquatic passage. Terrarian wildlife passage is also included along the riverbanks at the bridge crossing. The Sauk River is listed as impaired for nutrients. These improvements will have a direct benefit of reducing sediment load annually by 23,000 lbs/year which will make progress towards the goals of the Sauk River Watershed Restoration and Protection Strategy (WRAPS). The project is located in a high visibility area in downtown Melrose, adjacent to Melrose Park and a frequently used campground. The proposed improvements also include reconnecting the river to its floodplains, flattening the slopes of the riverbanks to reduce erosion, providing improved recreational and fishing access to the public.

### **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?**

This project supports health of the watershed as it will create a more naturally flowing healthier ecosystem. Project funding will restore approximately 1,000 linear feet of stream habitat, include rock riffles, toewood and bankfull benches to improve hydraulic conditions, and floodplain connectivity. Which will result in improved water quality by reducing riverbank erosion, sediment loads and enhanced riparian buffers within restored floodplains to filter sediment and nutrients from entering the river system. Also providing habitat for wildlife species. In addition, the project will improve recreational resources, provide educational opportunities, and become a regional draw for public use.

## Activities and Milestones

### Activity 1: Final Design, Engineering, Permitting, Construction Oversight and Survey

**Activity Budget:** \$175,000

**Activity Description:**

Activity one includes design, engineering, hydraulic modeling, permitting, construction oversight, compliance inspections and post construction/as-built survey.

**Activity Milestones:**

Description	Completion Date
Design/Engineering/Hydraulic Modeling/Construction Plans and Bid Specifications	October 31 2022
Permitting includes Public Waters (MNDNR), 404 (USACE), MNWCA (Local LGU) and NPDES (MPCA)	October 31 2022
Construction Oversight: Supervision, Permit Compliance	November 30 2023
Post Construction Stream Survey/As-built Survey	December 31 2023

### Activity 2: Construction and Materials, Maintenance and Monitoring

**Activity Budget:** \$930,000

**Activity Description:**

Activity two includes construction of the project in addition to maintenance and monitoring once construction is complete.

**Activity Milestones:**

Description	Completion Date
Construction of the Channel Restoration Project	November 30 2023
Construction materials, native planting materials, and erosion control	November 30 2023
Maintenance	November 30 2028
Monitoring	November 30 2028

## Project Partners and Collaborators

Name	Organization	Role	Receiving Funds
Greg Berg	Stearns County SWCD	Technical expert, project design review, project monitoring, maintenance plan	No
Scott Henderson	Sauk River Watershed District	Technical expert, design, maintenance plan, coordination with regulatory agencies.	No
Jodi Teich	Stearns County Highway Department	Project design review	No

## 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 be funded?**

Long term goals of the project are to restore aquatic and floodplain habitat on the Sauk River. The project design includes engineering and design techniques commonly utilized by the MNDNR River Ecology group throughout Minnesota for long-term hydraulic stability providing ecological improvements to the river system. Once construction is completed and vegetation has established little maintenance will be required to sustain the goals and outcomes of the project. A long-term monitoring/maintenance plan will be implemented to assure all constructed habitat restoration measures are adequately functioning as designed for the project.

## Other ENRTF Appropriations Awarded in the Last Six Years

Name	Appropriation	Amount Awarded
Sauk River Dam Removal and Rock Rapids Replacement	M.L. 2019, First Special Session, Chp. 4, Art. 2, Sec. 2, Subd. 08c	\$2,768,000

## Project Manager and Organization Qualifications

**Project Manager Name:** Colleen Winter

**Job Title:** City Administrator

**Provide description of the project manager's qualifications to manage the proposed project.**

Colleen Winter has thirty plus years' experience in managing grant programs, large scale improvement projects, housing projects and community development projects. Ms. Winter is knowledgeable in grant requirements, reporting and financing. She further has extensive experience working with multiple agencies on projects where there are several different funding sources. She has extensive knowledge in administration and financing and how to keep projects moving forward on a reasonable timeline and on budget.

**Organization:** City of Melrose

**Organization Description:**

The City of Melrose is on the I-94 corridor 35 miles west of St. Cloud in Stearns County. The Sauk River flows through the city and feeds Melrose Lake, a 72.21 acre lake located in the heart of the City. The City is home to three large food manufacturing facilities, Jennie O Turkey store, Land O Lakes, and Proliant. The City also has several other commercial and industrial businesses and a traditional Main Street. The City is home to the Melrose Area Public Schools and two

private schools. The City of Melrose operates under the “Optional Plan A” form of government. The government of the City is directed by a City Council composed of an elected Mayor and four Council members at large. The City exercises legislative authority and determines all matters of policy. The City Council appoints personnel responsible for city operations. The day-to-day management of the City is the responsibility of the City Administrator. Melrose provides a full range of municipal services including police, fire, ambulance, street system, water and wastewater, municipal electric (governed by a separate Utility commission), parks and recreation, planning and zoning, code enforcement and general administrative services.

## Budget Summary

Category / Name	Subcategory or Type	Description	Purpose	Gen. Ineligible	% Benefits	# FTE	Classified Staff?	\$ Amount
<b>Personnel</b>								
							<b>Sub Total</b>	-
<b>Contracts and Services</b>								
TBD Engineer	Professional or Technical Service Contract	Design/Engineering/Permitting/Survey/Oversight				0.6		\$175,000
TBD Contractor	Professional or Technical Service Contract	Project Construction				0.4		\$880,000
TBD Maintenance Contractor	Professional or Technical Service Contract	Project Maintenance that include vegetation, debris removal and erosion issues that occur.				1		\$50,000
							<b>Sub Total</b>	<b>\$1,105,000</b>
<b>Equipment, Tools, and Supplies</b>								
							<b>Sub Total</b>	-
<b>Capital Expenditures</b>								
							<b>Sub Total</b>	-
<b>Acquisitions and Stewardship</b>								
							<b>Sub Total</b>	-
<b>Travel In Minnesota</b>								

							<b>Sub Total</b>	-
<b>Travel Outside Minnesota</b>								
							<b>Sub Total</b>	-
<b>Printing and Publication</b>								
							<b>Sub Total</b>	-
<b>Other Expenses</b>								
							<b>Sub Total</b>	-
							<b>Grand Total</b>	<b>\$1,105,000</b>

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
<b>State</b>				
Cash	Stearns County SWCD	Construction and Maintenance	Potential	\$30,000
Cash	Sauk River Watershed District	Construction	Potential	\$50,000
			<b>State Sub Total</b>	<b>\$80,000</b>
<b>Non-State</b>				
In-Kind	City of Melrose Funds	Grant Administration	Secured	\$25,000
In-Kind	City of Melrose Funds	Project Monitoring by City of Melrose Staff to Identify Required Maintenance and Ensure Maintenance is Completed by Contractor.	Secured	\$30,000
Cash	Capital Improvement Funds	Dam Repair, Channel Restoration, Preliminary Design, Regulatory Agency Coordination.	Secured	\$780,000
			<b>Non State Sub Total</b>	<b>\$835,000</b>
			<b>Funds Total</b>	<b>\$915,000</b>

Acquisition and Restoration

Parcel List

Name	County	Site Significance	Activity	Acres	Miles	Estimated Cost	Type of Landowner	Easement or Title Holder	Status of Work
City of Melrose	Stearns	Floodplain Wetland/Sauk River	Restoration	10	0.2	-	Public		Has not begun
<b>Totals</b>				<b>10</b>	<b>0.2</b>	-			

## Restoration

**1. Provide a statement confirming that all restoration activities completed with these funds will occur on land permanently protected by a conservation easement or public ownership.**

Yes. All restoration activities completed with these funds occur on public land.

**2. Summarize the components and expected outcomes of restoration and management plans for the parcels to be restored by your organization, how these plans are kept on file by your organization, and overall strategies for long-term plan implementation.**

Long term goals of the project are to restore aquatic and floodplain habitat on the Sauk River. Once construction is completed and vegetation has established little maintenance will be required to sustain the goals and outcomes of the project. A long-term monitoring/maintenance plan will be implemented including strategies for monitoring, maintenance and schedules to assure all constructed habitat restoration measures are adequately functioning as designed for the project. Monitoring of the project will be recorded on an annual basis. All necessary maintenance which includes flood debris removal will be completed and recorded throughout the life of the project.

**3. Describe how restoration efforts will utilize and follow the Board of Soil and Water Resources "Native Vegetation Establishment and Enhancement Guidelines" in order to ensure ecological integrity and pollinator enhancement.**

This project will use MNDOT/BWSR native seed mixes and live plant material local region sourced so plants are able adapt to site conditions. Diversity of plant species provides pollinator habitat, floodplain and riparian habitat for wildlife and fish species.

**4. Describe how the long-term maintenance and management needs of the parcel being restored with these funds will be met and financed into the future.**

The City of Melrose is responsible for long-term maintenance and management needs of the project located on public land. We will be contracting the maintenance to a private contractor. Monitoring will be completed by the City of Melrose staff.

**5. Describe how consideration will be given to contracting with Conservation Corps of Minnesota for any restoration activities.**

The City of Melrose will work with the Conservation Corps of Minnesota to aid in flood debris removal, invasive species removal prior to the start of construction in addition to planting of live stakes at toewood locations within the project.

**6. Provide a statement indicating that evaluations will be completed on parcels where activities were implemented both 1) initially after activity completion and 2) three years later as a follow-up. Evaluations should analyze improvements to the parcel and whether goals have been met, identify any problems with the implementation, and identify any findings that can be used to improve implementation of future restoration efforts at the site or elsewhere.**

Evaluations after construction will be completed by the City of Melrose in addition to annual monitoring. A summary report will be completed after three years of completion of the project. The summary will include all annual monitoring data, project goals, synopsis of project implementation and improvements required for the project.

## Attachments

### Required Attachments

#### *Map*

File: [e287afd0-cb7.pdf](#)

#### *Alternate Text for Map*

Project Location Map and Conceptual Plan...

#### *Board Resolution or Letter*

Title	File
City of Melrose Council Resolution	<a href="#">e2535c9d-1f5.pdf</a>

### Optional Attachments

#### *Support Letter or Other*

Title	File
City of Melrose Support Letter	<a href="#">6443fa36-30e.pdf</a>

## Administrative Use

**Does your project include restoration or acquisition of land rights?**

Yes: Restoration,

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

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?**

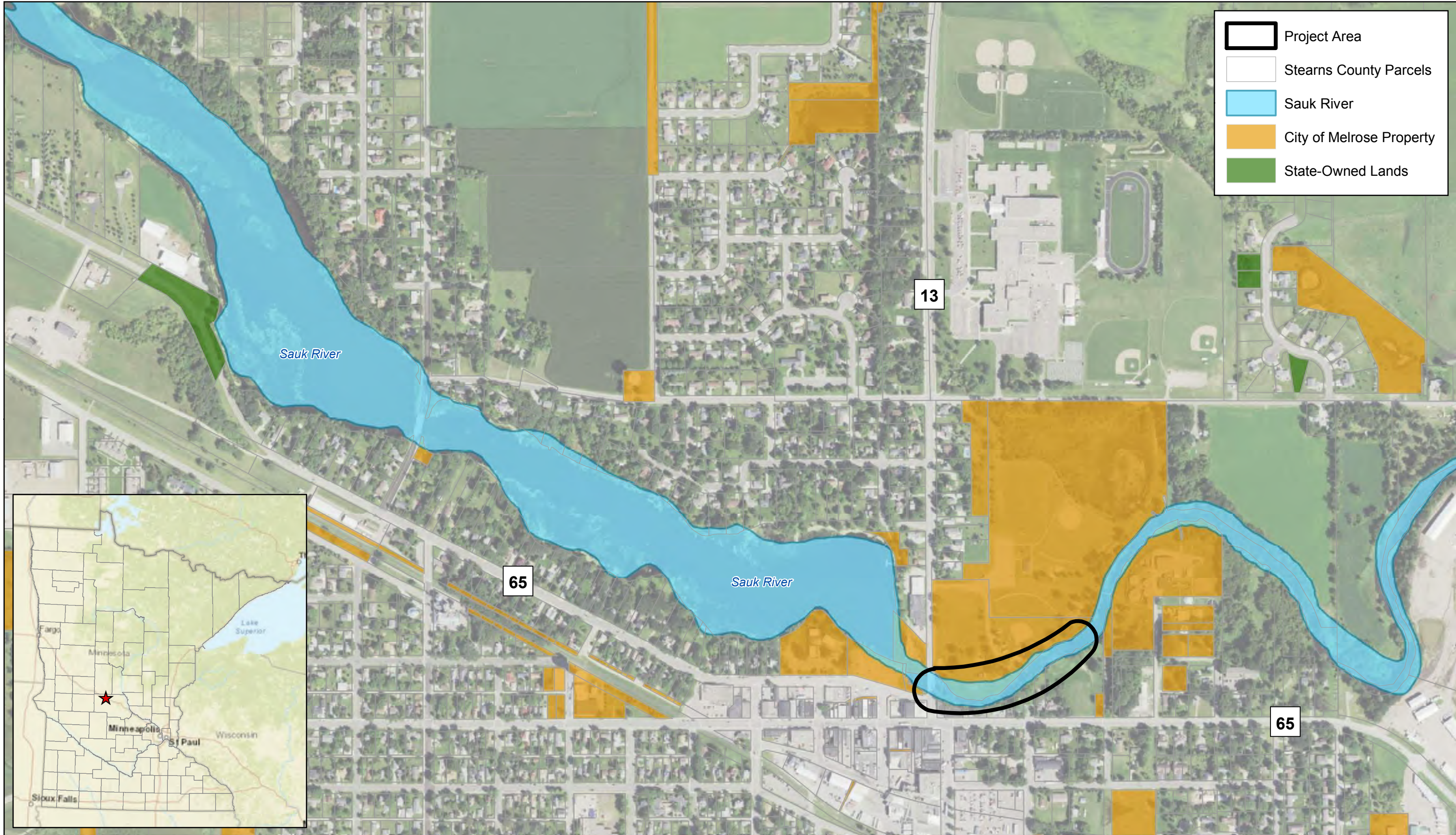
N/A






**Does your project include original, hypothesis-driven research?**

No

**Does the organization have a fiscal agent for this project?**

No

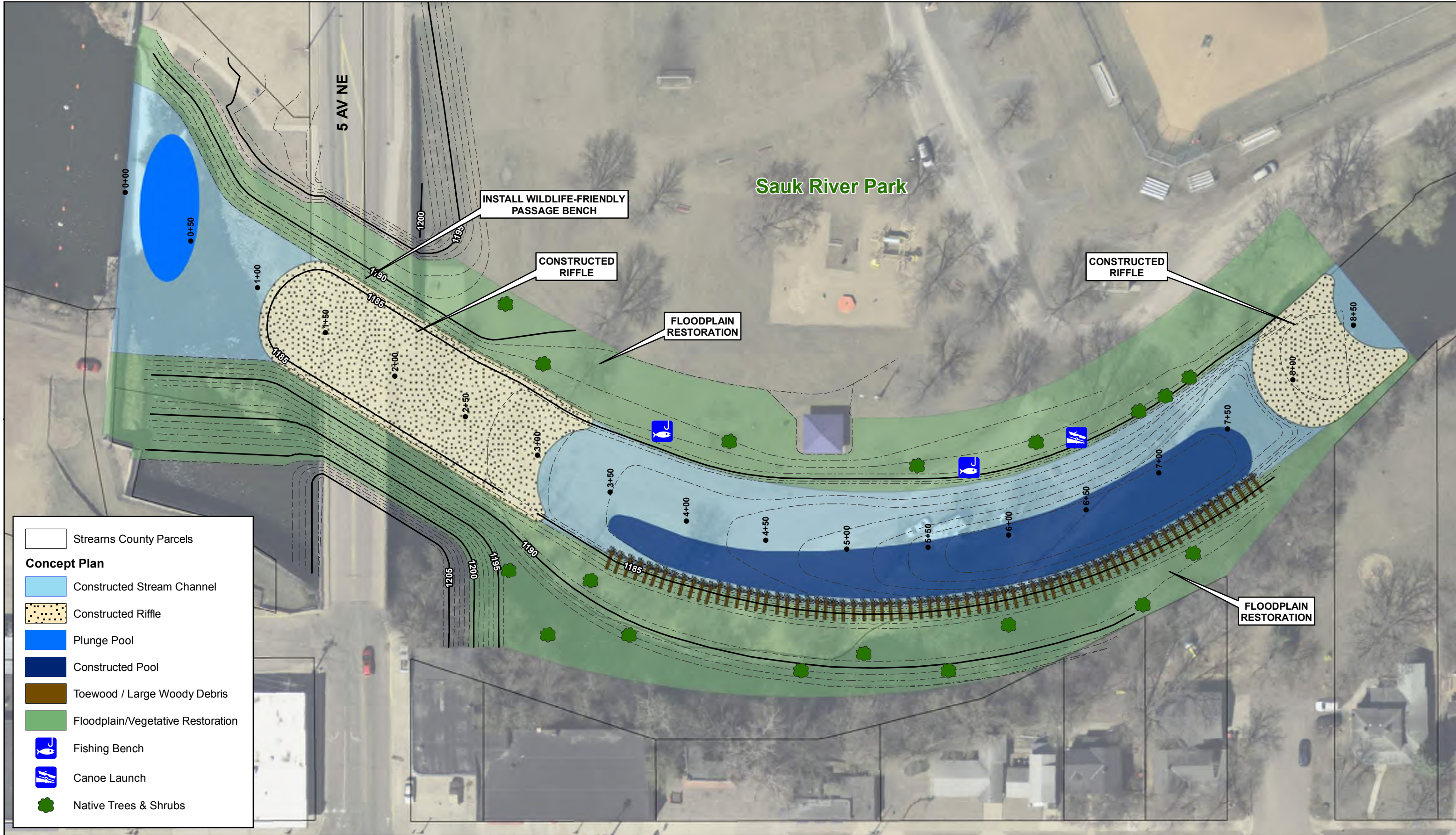


-  Project Area
-  Stearns County Parcels
-  Sauk River
-  City of Melrose Property
-  State-Owned Lands



**Sauk River - Proposed Restoration Plan**  
CSAH 13 Improvements Bridge Relocation Project  
City of Melrose, Minnesota





Streams County Parcels

**Concept Plan**

- Constructed Stream Channel
- Constructed Riffle
- Plunge Pool
- Constructed Pool
- Toewood / Large Woody Debris
- Floodplain/Vegetative Restoration
- Fishing Bench
- Canoe Launch
- Native Trees & Shrubs

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