



Critical Connections Ecological Services, Inc.

450 Main Street North, Suite 130, Stillwater, Minnesota 55082

Natural
Resource
Consulting

January 17, 2019

Landscape
Ecology

Ms. Rebecca Haug
Water Resources Manager
City of Blaine

Botanical
Inventories

10801 Town Square Drive NE
Blaine, Minnesota 55449

Threatened &
Endangered
Species Surveys

Re: Proposed Scope of Services for Main Street Wetland Mitigation Bank:
Development and Submittal of a Wetland Mitigation Proposal (Prospectus)
Scope of Services, Estimated Cost, and Estimated Timeline

Greenway &
Open Space
Planning

Dear Ms. Haug:

Natural
Community
Restoration

As discussed at the November 8, 2018 City Council Workshop, and as directed by City staff, Critical Connections Ecological Services (CCES) has prepared the following Scope of Services and timeline for consideration and approval by the City of Blaine. The Scope of Services outlined below includes the development and submittal of a Wetland Mitigation Proposal (Prospectus) document, the second step in a three-step application process required to establish the proposed Main Street Wetland Mitigation Bank (the Project) in Blaine, Minnesota. The first step in the application process, the Draft Prospectus phase, was submitted to the regulatory agencies on August 30, 2018. Comments regarding the document were returned by the regulatory agencies in October of 2018 and indicated that the proposed Project was suitable and viable and could proceed into the second-step in the application process.

Wetland
Delineation &
Permitting

Wetland
Banking &
Monitoring

Minnesota
Land Cover
Classification

The total Project area is approximately 66.90 acres in size. This total area includes a portion of the City owned Pioneer Park property (a total of 41.56 acres of the 99.88 acre park, or 42%), combined with 25.34 acres of a privately-owned parcel. The privately owned parcel is located directly adjacent to Pioneer Park, sharing the park's south western boundary (see attached **Figure 1: Proposed Project Area**). This parcel is a wetland outlot area (Radisson Woods on Main, Outlot A) and is currently being acquired by CCES from 21st Century Bank (a closing date has been set for February 8, 2019).

Geographic
Information
Systems

Global
Positioning
Systems

Database
Management &
Development

Under this specific Scope of Services, CCES will develop a single Prospectus document, which will include both properties. The Prospectus will be submitted as a joint application between the City of Blaine and CCES. Commensurate with the assignment of roles provided in the Draft Prospectus document (the first phase of the application process),

Environmental
Education

Proposed Scope of Services for Pioneer Park & Adjacent Private Property:
Development and Submittal of a Prospectus Document
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the City of Blaine will once again be identified as the proposed Project Sponsor, and CCES will be identified as the proposed Project's Technical Agent. This assignment of roles may be modified or refined in the future, should the proposed Project move beyond the Prospectus phase outlined in this Scope of Services.

As a general summary, establishment and eventual implementation of a wetland mitigation banking project is a multi-year effort and generally includes the following components:

- Completion of a Draft Prospectus Document (Completed August 2018 by CCES)
- Completion of a Wetland Mitigation Proposal (Prospectus, this proposal)
- Completion of a Wetland Banking Plan/Draft and Final MBI (under a future proposal)
- Survey and establishment of a conservation easement held by the BWSR
- Documentation of a financial assurances instrument, required to maintain the Project site improvements
- Project implementation over multiple growing seasons, a minimum of five years
- Project monitoring over multiple growing season, a minimum of five years
- Long-term management of the Project site improvements, a minimum of ten years
- Sale of credits, and management of sales and transactions, until all credits have sold
- Ongoing meetings with the local Technical Evaluation Panel, US Army Corps of Engineers, and members of the Interagency Review Team (IRT)

The following Scope of Services the development of the Prospectus document, the second step in this multi-step, multi-year process. This phase requires substantially more technical detail (field data collection, analysis, engineering and modeling) as compared to the initial Draft Prospectus phase. Completion of the Prospectus phase of this process does not obligate the City or CCES to move forward in the application or project implementation process. The cost for developing the Prospectus will be shared between the City and the adjacent private landowner (CCES). The scope of services provided below includes a cost estimate that assigns half of the estimated costs of preparing the Prospectus to the City of Blaine. An optional wetland delineation task (Task 5) within the City's portion of the project area is also provided for your consideration.

Proposed Scope of Services (Development of Prospectus Document Only):

Task 1: Collection of Pertinent Field and Technical Data

Under this task, CCES will collect field and technical data required for the development of the Prospectus document. This will include extensive evaluation of the historic and existing conditions of the site. CCES will establish permanent vegetation monitoring plots and collect detailed vegetation information. This information will then be analyzed in order to demonstrate the baseline vegetation condition and species composition within the proposed Project boundary. CCES will also coordinate with the Coon Creek Watershed District as they evaluate the site's existing hydrology and to determine its hydrologic restoration potential (modeling). This proposal does not include the installation or

monitoring of hydrologic wells by CCES. Additionally, CCES will gather and review historic aerial photographs, soils data, land use information, rare species data, as well as other pertinent data sets necessary and required to complete the Prospectus phase. This technical information will be used to determine and demonstrate the Project area's credit generating potential. This information will also be used to propose acceptable and achievable Project performance standards, which will guide the development and release of future wetland mitigation credits for sale or use by the City of Blaine.

Task 1. Estimated Timeline: February 7, 2019 through November 1, 2019

Task 1. Estimated Cost: \$5,000

Task 2: Development and Submittal of the Prospectus Document

Under this task, CCES will develop a final draft of a Prospectus document which will include all required technical information as well as supporting figures and documents. The final draft will be provided to City staff for review and acceptance. Once accepted by staff, CCES will incorporate any comments provided by the City and finalize the document. CCES will then produce up to ten (10) hard copies of the document. Up to five (5) of these hard copies will be formally submitted to the LGU, CCWD, to initiate the Project review process with the Technical Evaluation Panel (TEP) and the US Army Corps of Engineers (USACE). Agencies involved in the review process will include the CCWD, the Board of Water and Soil Resources (BWSR), the Anoka County Conservation District (ACD), and the USACE in coordination with an Interagency Review Team (IRT). Once the Prospectus document is submitted to the LGU/USACE formal comments are generally provided to the Sponsor within 60 to 120 days, however extended review time may be required.

Task 2. Estimated Timeline: November 1, 2019 through January 31, 2020

Task 2. Estimated Cost: \$12,000

Task 3: Meetings with the Technical Evaluation Panel:

Following formal submittal of the Prospectus document, CCES will request a meeting of the TEP/USACE to discuss and review the submitted document. Under this task, CCES will serve as the proposed Project's Agent. During this meeting of the TEP/USACE, CCES will answer the reviewer's technical questions and provide any additional information requested by the reviewers at the meeting. Following this meeting of the TEP, a TEP findings and recommendations will be prepared by the LGU, CCWD, and provided to the City of Blaine and CCES. These formal comments will provide information regarding next steps, if any, in the application process. Once the TEP provides a findings and recommendations report, CCES will request a meeting with the City of Blaine.

Task 3. Estimated Timeline: February 7, 2019 through March 15, 2020

Task 3. Estimated Cost: \$2,000

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Task 4: Correspondence/Coordination with the Project Team:

This task will include ongoing correspondence with the Project team including the City of Blaine, as well as any additional team members providing technical expertise (i.e. a selected Project engineer). This task will include meetings, and e-mail and telephone correspondence.

Task 4. Estimated Timeline: February 7, 2019 through March 15, 2020

Task 4. Estimated Cost: \$1,000

Additional Task 5 (Optional): Wetland Delineation Services

A current wetland delineation is a required component of a wetland mitigation bank application. A current approved wetland delineation exists for the privately owned Outlot A portion of the proposed Project area. However, CCES is not aware of a current or approved wetland delineation for the Pioneer Park acreage of the proposed Project area. If a current/approved wetland delineation is not available for Pioneer Park, CCES can complete a wetland delineation for the City. If required, CCES will evaluate Project area to determine the current wetland boundary following standard wetland delineation procedures. As is required, the wetland boundary will be located in the field based on documented review of vegetation, soils, and hydrology and then flagged using wetland delineation pin and ribbon flagging. The boundary will be GPS located with a sub-meter accuracy Trimble GPS unit, the boundary will be provided to the City. A final wetland delineation report will then be generated and submitted to the Coon Creek Watershed District (LGU) and the local Technical Evaluation Panel (TEP) for review and approval.

Additional Task 5 (Optional). Estimated Timeline: May 1, 2019 through October 15, 2019

Additional Task 5 (Optional). Estimated Cost: \$5,000

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Summary:

Under this Scope of Services, CCES will serve as the proposed Project's technical Agent and be responsible for the development and submittal of Prospectus document on behalf of the City of Blaine (Sponsor), which will explore the potential for developing a 66.90 acre (maximum) wetland mitigation banking site. The proposed Project includes a portion of the City owned Pioneer Park (41.19 acres) property as well as an adjacent privately owned parcel (25.34 acres) which will be purchased by CCES from 21st Century Bank in February of 2019 (see **Figure 1**, attached). Completion and submittal of the Prospectus document does not obligate the City to move forward with the development of a wetland mitigation banking project and does not obligate the City to complete any wetland restoration implementation work. Upon receipt of a findings and recommendations report from the TEP (as described above in Task 3), CCES will arrange a meeting with the City of Blaine to determine the City's level of interest in moving forward, as well as next steps, if any. No additional work will be completed following the issuance of a TEP findings and recommendations report without further consent from the City of Blaine and the execution of an additional agreement and Scope of Services between the City of Blaine and CCES.

Summary: Project Timeline: February 1, 2019 through May 1, 2020

Summary: Total Cost Not to Exceed: \$20,000

Summary: Total Cost Not to Exceed with Optional Task 5: \$25,000

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CCES would like to thank the City of Blaine for their consideration of this proposed Scope of Services. Should you have any questions, or need additional information, please contact Mr. Jason Husveth, Principal Ecologist at CCES, at 651-247-0474 or jhusveth@ccesinc.com. If this Scope of Services is acceptable to the City of Blaine, please sign and return one copy of this document to CCES, authorizing CCES to proceed.

Respectfully submitted,

Critical Connections Ecological Services, Inc.



By: Jason J. Husveth, MS

Title: Principal Ecologist/President

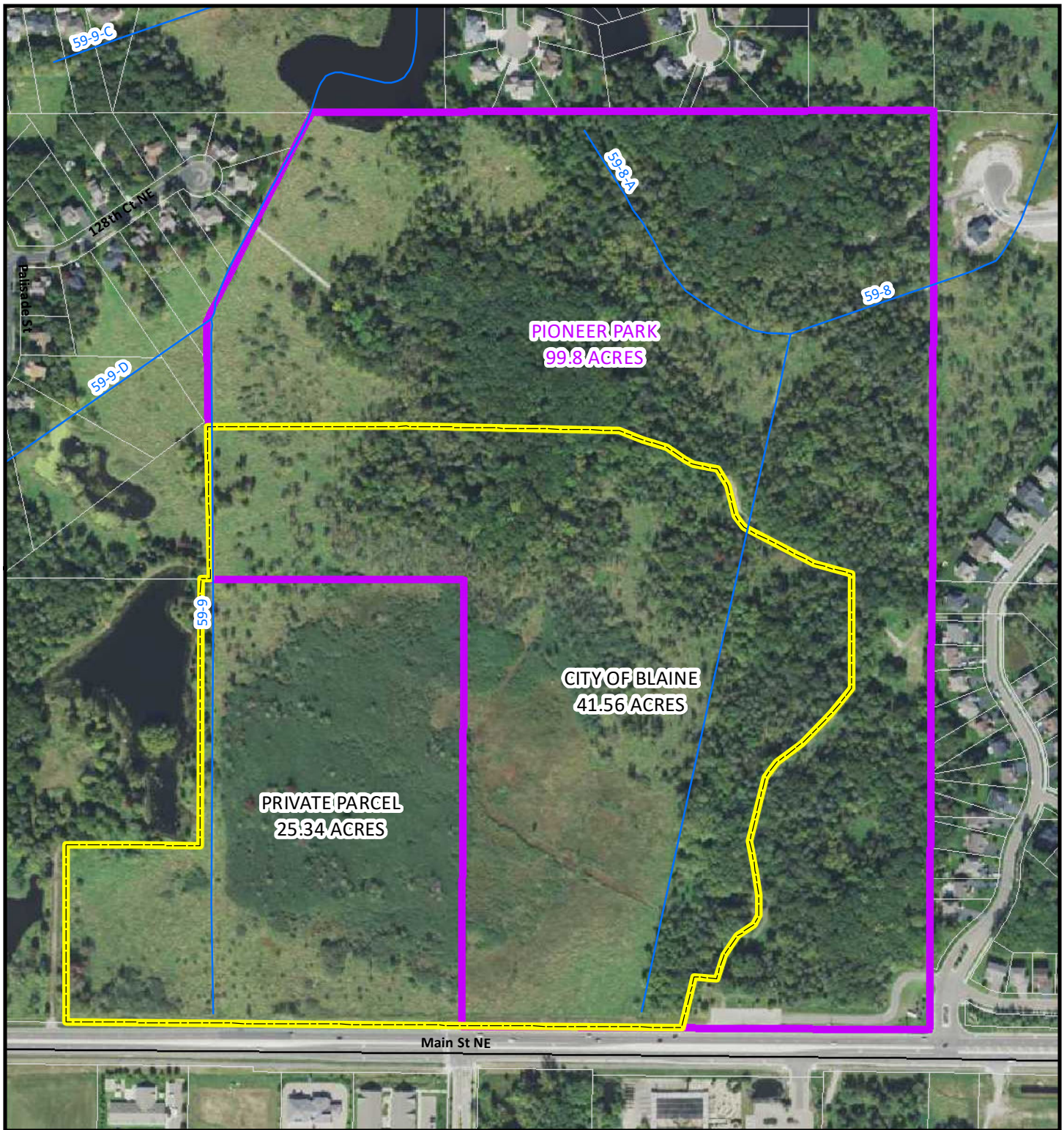
Date: January 17, 2019

City of Blaine

By: _____


Title: _____

Date: _____



Main Street
Wetland Mitigation Bank
Scope of Services
Development of a Prospectus
Current Air Photo (2017)
January 2019

Legend:

 Proposed Project Boundary (66.90 Acres Maximum)

 Pioneer Park Boundary (99.8 Acres)

Existing Drainage Features

 Public Ditch

2017 Color FSA Aerial Photograph



Critical Connections
Ecological Services, Inc.

0 100 200 400 Feet

