

Conservation Partners Legacy Grant Application

CPL1000100

Spreadsheet

Name and Contact

Project Identifier:	CPL1000100	Street Address 1:	P.O. Box 868
Project Name:	Fergus Falls WMA Shallow Lake Enhancement. P.I.# 7740	Street Address 2:	112 Washington Avenue West
Organization Name:	City of Fergus Falls	City:	Fergus Falls
Organization Website:		State:	MN
Organization Contact Person:	Dan Edwards, P.E., City Engineer	Zip Code:	56538-0868
Contact Email:	dan.edwards@ci.fergus-falls.mn.us		
Contact Phone:	218-332-5416		

Location

Primary County:	Otter Tail
Nearest City:	Fergus Falls
Township:	Fergus Falls
Project Site Name:	Fergus Falls WMA
Project Site Land Ownership:	State and Local
Other Land Ownership:	

Project Information

Primary Activity:	Enhancement
Primary Habitat Type:	Wetland
Total Project Acres:	100
Total Project Sites:	2
Total Grant Amount Requested:	\$400000
Total Match Amount:	\$220125
Total Project Cost:	\$620125
Project Completion Date:	09/2010 (MM/YYYY)

Project Summary and Outcomes: Project will provide an outlet via a permanent pump station for 2 basins (60 & 40 acres) on the WMA. High water levels have resulted in a loss of aquatic vegetation and a fish population that further detracts from water clarity and the value of the basins as waterfowl habitat. Lowering of water levels and periodic drawdowns will enhance vegetation growth, help control fish populations, and reduce flooding problems on surrounding public roads and private properties. Because of the topography surrounding the basins the most feasible outlet location for the basins is the City of Fergus Falls storm sewer system.

Attachments

- [Project Site Information Form](#)
- [Project Budget and Match Description](#)
- [Partner Commitment Letter](#)
- Financial Documentation
- Conservation Easement
- [Supplementary Attachment #1](#)
- [Supplementary Attachment #2](#)

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Conservation Partners Legacy Grant Program

Project Site Information

Contact information

Project name: Fergus Falls WMA Shallow Lake Enhancement - P.I.# 7740

Organization: City of Fergus Falls

Organization contact person (Project Manager): Dan Edwards, P.E., City Engineer

Project information

Project site: Fergus Falls WMA

Project site land manager or easement holder: Don Schultz Legal : T133 R43 S21,27 QSENW

Private land owner (if applicable): County: Otter Tail

Activity (may choose more than one): Enhancement Restoration Acquisition

Predominant Habitat (choose one): Forest Prairie Wetland Fish, Game and Wildlife Habitat

Activity quantity: 1 Acres Miles Feet Structures Wetlands

Project Site #2, if needed.

Project site: Fergus Falls WMA

Project site land manager or easement holder: Don Schultz Legal : T133 R43 S28 QNE

Private land owner (if applicable): County: Otter Tail

Activity (may choose more than one): Enhancement Restoration Acquisition

Predominant Habitat (choose one): Forest Prairie Wetland Fish, Game and Wildlife Habitat

Activity quantity: Acres Miles Feet Structures Wetlands

Project Site #3, if needed. Use Additional Project Sites form if needed.

Project site:

Project site land manager or easement holder: Legal : T R S Q

Private land owner (if applicable): County:

Activity (may choose more than one): Enhancement Restoration Acquisition

Predominant Habitat (choose one): Forest Prairie Wetland Fish, Game and Wildlife Habitat

Activity quantity: Acres Miles Feet Structures Wetlands

Project timeline:

Time frame	Goal	Time frame	Goal
Oct. 13, 2009	Applications for easement	Early May 2010	Advertise for bids
Fall 2009	Boundary Survey as requested for Easement	Late May 2010	Bid Opening
Early Spring 2010	Easement Approval	Early June 2010	Award project
Early Spring 2010	Flowage Easements from adjacent landowners	Mid June 2010	Begin Construction
April 2010	Plans and Specifications	50 Working Days	Construction
April 2010	Memorandum of understanding		

Project description and benefits (box will expand as typed into, not to be longer than 2 pages):

Project will provide an outlet via a permanent pump station for 2 basins on the WMA. The basins are located on the 547 acre Fergus Falls WMA; one basin is approximately 60 acres in size and the other is approximately 40 acres in size. Like a lot of landlocked basins in Otter Tail County, water levels have risen significantly in recent years. One basins are approximately 3 feet above OHW and the other is approximately 5 feet above OHW. The high water levels have resulted in a loss of aquatic vegetation and have facilitated a fish population of green sunfish, bullheads and fathead minnows that likely further detract from water clarity and the value of the basins as waterfowl habitat. Lowering of water levels and periodic drawdowns will enhance vegetation growth and help control fish populations in addition to alleviating flooding problems on surrounding public roads and private properties.

Because of the topography surrounding the basins the most feasible outlet location for the basins is the City of Fergus Falls storm sewer system. Reaching the City storm sewer requires approximately 5700ft of buried force main. The 5700ft of force main will run in the Fergus Falls WMA, City owned property, an existing easement and into the storm sewer in a City street. In order to be able to draw down both basins an additional 3 feet below the OHW may require outlet structures at each basin and approximately 1150ft of additional force main to connect the basins to the pumping station.

Due to the proximity of the City limits it is foreseeable that the areas surrounding the Fergus Falls WMA are likely to experience additional future development. In order maintain long term benefits of this project the pump and piping sizes will be based on full development of the drainage area surrounding the WMA.

As noted in the time table the City of Fergus Falls has applied for an easement for construction on State land. Don Schultz, DNR Area Wildlife Supervisor, has been working towards obtaining flowage easements from the adjacent landowners in order to be able to draw the basins below their OHW. The finalization of the easements is currently the greatest unknown in the time frame for this project. The time frame is intended to be approximately in chronological order and the actual easement approval dates may cause changes to the proposed timeline.

Please provide the answers to the following questions. Boxes will expand as typed into.

1. For lands acquired in fee title that will be turned over to a public agency for long-term management:

- a. Provide a description of the work necessary to bring the land up to agency standards and an estimate of the associated cost.

NA

- b. What short- and long-term work is required to manage the land you acquire?

NA

2. For enhancement/ restoration projects on public lands:

- a. Who is/will be the long-term manager for the project site?

The project is on the Fergus Falls WMA, City of Fergus Falls property and an existing easement across Veteran's Home property. Long-term managers for the project site in regards to items such as maintaining or mowing grasses will remain the DNR on the WMA, the City of Fergus Falls on their property and the Veteran's Home on their property. The City of Fergus Falls will be the manager for utilities on the City of Fergus Falls property and the easement on the Veteran's home property. The management of the piping and the structures on the WMA is explained in part c.

- b. What short- and long-term maintenance work is required to sustain the habitat work you will do?

Short term maintenance will include items such as erosion control measures until the completion of the project including seed being established. Long-term will consists of items such as regular pump maintenance as well as pump and pipe repairs, and yearly winter protection of inlet piping.

- c. Who will complete this maintenance work, and how will it be funded?

Short term maintenance measures will be part of the bid contract.

This project will require long-term operation and maintenance. The City of Fergus Falls intends to take responsibility for the portions of this project that are required bring the basins down to the OHW, and the DNR will be responsible for the costs and maintenance associated with drawing the basins below the OHW. In order to clearly define responsibilities, once the full extent of the project is determined, the City of Fergus Falls will work with the DNR to obtain maintenance easements that may be necessary and to create a memorandum of understanding that defines each agencies operating cost and maintenance responsibilities.

d. Will the CPL funds supplant any existing funds?

Yes

As required by 2009 MN Session Law, Chapter 172 subd. 10 (8), “any agency or entity receiving an appropriation must, for any project funded in whole or in part with funds from the appropriation, give consideration to and **make timely written contact with the Minnesota Conservation Corps** for consideration of possible use of their services to contract for restoration and enhancement services”. Contact MCC at cplg@conservationcorps.org, or email a copy of this form to the same address. For more information on costs, crew capabilities, etc., visit MCC’s website at <http://www.conservationcorps.org/useacrew.html>.

Signature:

I certify that I have read the Conservation Partners Legacy Grants Program **Request for Proposal, Program Manual** and other program documents, and have discussed this project with the appropriate public land manager, or private landowner and easement holder. I am authorized to apply for and manage these grant and match funds, and the project work by the organization or agency listed below. I have made timely written notification to MCC regarding my project.

Signature: Dan Edwards	Organization/ Agency: City of Fergus Falls
Title: City Engineer	Date: 11/03/2009

Please save this document to your computer or electronic storage device and attach this document as specified on the online submittal form when ready to apply. Contact [CPL Grant Staff](#) with any questions.

CPL Project Application Review and Approval Form

REVIEWER INFORMATION

Land manager/ easement holder name:	Minnesota DNR/ Wildlife- Don Schultz		
Title:	Area Wildlife Supervisor	Date of meeting:	10/28/09
Phone:	218-739-7576 ext. 228	Proposal ID #:	
Email:	don.schultz@state.mn.us	(assigned by agency, optional)	

PROJECT INFORMATION:

Project Name:	Fergus Falls Wma Shallow Lake Enhancement	Organization:	City of Fergus Falls
Contact Person:	Dan Edwards/City Engineer		
Email:	dan.edwards@ci.fergus-falls.mn.us	Daytime Phone:	218-332-5416

Please check the appropriate boxes:

- I have read the application and discussed this proposed project with the above listed Organization Contact Person.
- For work on easements, the private landowner has been contacted and has given support and approval for this project.

I have performed a Natural Heritage Database review and found:

- this project to have no features within one mile.
- this project to have features within one mile, but project is not likely to adversely affect those features. I have recommended the following minimization strategy:

- this project is likely to adversely affect Natural Heritage features. I feel that this project is important and should be forwarded to DNR Ecological Resources staff for further review.

- I do not have access to the Natural Features database and will forward this completed form to DNR within 3 business days to [CPL Staff at LSCPLGrants.DNR@dnr.state.mn.us](mailto:LSCPLGrants.DNR@dnr.state.mn.us) for review.

I have discussed what role my office will be expected to have in this project and find that the project, as described will require:

- minimal or no involvement from my office for completion.
- a commitment of involvement by staff that is reasonable and can be accomplished with current staffing levels and workload.

- an amount of staff involvement that cannot be committed during the project time period with current staffing levels. Unless additional staffing can be committed from other offices, Divisions or appropriate partners, I feel this project cannot be completed within the project timeline to our desired standards.

CPL Project Application Review and Approval Form

- I have discussed permits and applications that the applicant may be responsible for using the Working on DNR Lands and Working on Public Lands, or Working on Private Lands documents.

Upon final review of this project:

- I find this project to be consistent with sound conservation science. This work will benefit area fish, game and wildlife by restoring, enhancing or protecting forests, wetlands, prairies and habitat and is consistent with the management or stewardship plan for this land. (APPROVAL)
- I find that this project does not follow the management or stewardship plan for this land and does not fit within the long range goals for this land at this time on the local level. (DECLINE)
- I find that this project should be sent up to a higher level within the agency for further review and decision. I have forwarded the Project Planning Form and this Review and Approval Form for further review to:

Name:	Don Schultz	Phone:	218-739-7576
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- By checking this box and typing my name below I certify that I have met with the above applicant and discussed the proposed project and have provided feedback to the applicant.**

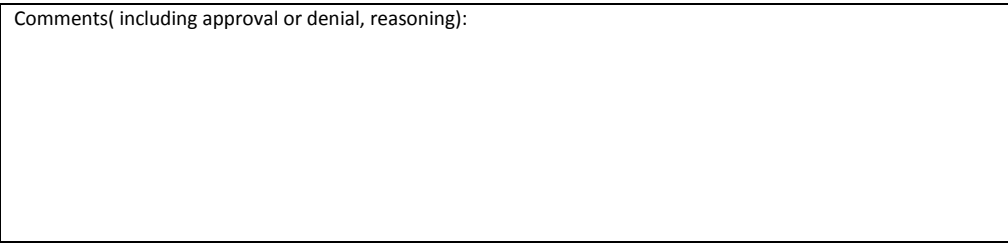
Name: Don Schultz

Comments: **A small portion of west basin is privately owned so flowage easements are needed. Meeting with these landowners regarding this indicated that they are favorable toward the project and would grant an easement.**

Name:	Don Schultz	Phone:	218-739-7576
Title:	Area Wildlife Supervisor	Email:	don.schultz@state.mn.us

Additional
necessary):

Comments(including approval or denial, reasoning):



review (if

Conservation Partners Legacy Grant Project Budget and Match Worksheet, Application Requirement

Project name:

Fergus Falls WMA Shallow Lake Enhancement P.I.# 7740
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Organization:

City of Fergus Falls

Organization contact person (Project Manager):

Dan Edwards, P.E., City Engineer

Please complete all sections and be as detailed as possible for all descriptions under the Details sections. Limit entries in large tables to numbers only, **round to the nearest dollar**. Do not edit table categories, only enter values or text into the table. The tables will adjust to accommodate additional text in each box. If all categories are not needed, please leave those fields blank.

BUDGET: amounts being requested **Note: FY refers to State Fiscal Year: July 1- June 30, with the year reflecting the year that June falls in. For example: if today were September 3rd, 2009 it would be FY2010; December 3rd 2010= FY2011; May 2012= FY2012

Budget Item	Fiscal Year 2010	Fiscal Year 2011	Fiscal Year 2012	Total
Personnel				
Contracts		\$400,000.00		
Grant Administration		\$0.00		
Administration/ Environmental Compliance				
Fee Acquisition				
Easement Acquisition				
Easement Stewardship				
Equipment/Tools/Supplies				
Travel				
Additional Budget items				
Total		\$400,000.00		

DETAILS: detail the amounts listed in the above table.

Personnel Details:

Name	Title	Amount

Contract Details:

Contractor Name	Contracted Work	Amount
To bid	See budget item details	\$400,000.00

Grant Administration:

Administrative Activity	Description/ Amount	Amount
Process Payments, etc.	Included in the \$400,000 Grant Request at 2.5%	

Administration/ Environmental Compliance

Activity	Description	Amount

Fee Acquisition/ Easement Acquisition/ Easement Stewardship Details:

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Equipment/Tools/Supplies Details:

Item	Use	Amount

Travel Details:

Miles	Purpose	Amount

Additional Budget Items Details:

Item Description	Units	Estimated Probable		Extended Probable Cost
		Quantity	Unit Cost	
Mobilization (~15%)	Lump Sum	1	\$55,340.00	\$ 55,340.00
Clearing and Grubbing	Lump Sum	1	\$ 5,000.00	\$ 5,000.00
Bituminous Surfacing	Tons	60	\$ 75.00	\$ 4,500.00
Aggregate Base and Surfacing	Tons	80	\$ 12.00	\$ 960.00
10" Force Main Pipe	Lin. Ft.	6850	\$ 30.00	\$ 205,500.00
Skid Mt. Lift Station and Electrical	Lump Sum	1	\$75,000.00	\$ 75,000.00
12" HDD Drilled Pipe	Lin. Ft.	100	\$ 100.00	\$ 10,000.00

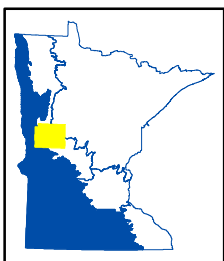
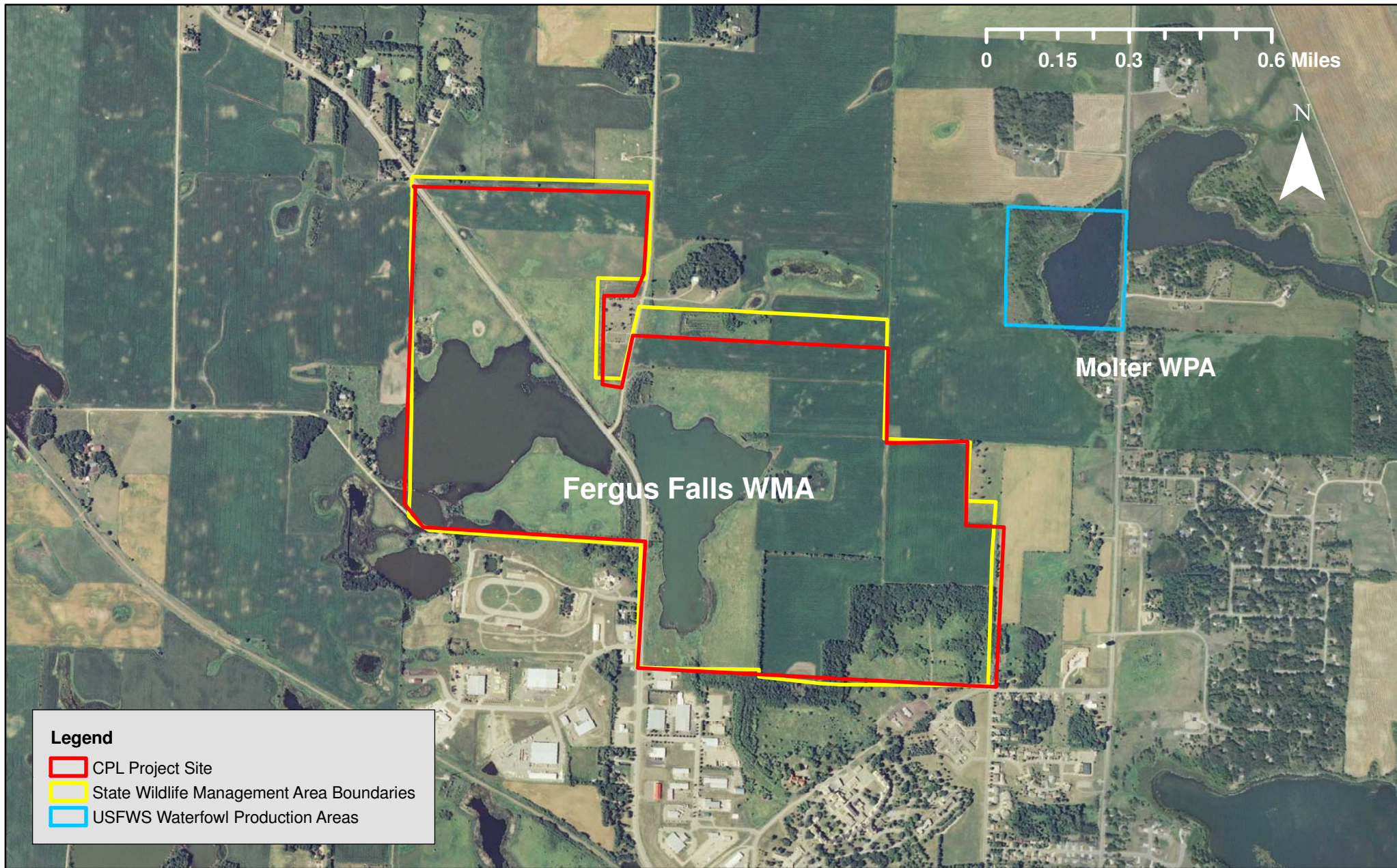
Drainage Control Structure	Each	2	\$10,000.00	\$ 20,000.00
Turf Establishment	Acre	6	\$ 3,000.00	\$ 18,000.00
Rip Rap	Cu. Yd.	100	\$ 65.00	\$ 6,500.00
Cabled Concrete	Sq. Ft.	2000	\$ 8.00	\$ 16,000.00
Connect to Existing Manhole	Each	1	\$ 1,200.00	\$ 1,200.00
Traffic Control	Lump Sum	1	\$ 2,000.00	\$ 2,000.00
Subtotal				\$ 420,000.00
Contingency (~20%)				\$ 84,000.00
Probable Cost for Construction				\$ 504,000.00
Administration, Engineer and Legal				\$ 101,000.00
Subtotal				\$ 605,000.00
Grant Administration (2.5%)				\$ 15,125.00
Engineer's Opinion of Probable Cost				\$ 620,125.00

MATCH: Required 10% of total project funds, to be fulfilled by end of Fiscal Year 2012. Use provided rate sheet to determine unit rate and total value of in-kind services to be used as matching funds if applicable.

Source	Description	Units	Unit Rate	Total Value
City of Fergus Falls	See description/comments			\$220,125.00

Matching description/ comments: if needed

\$220,125 is based on the budget estimate and receiving a \$400,000 grant, this may vary since the project will bid. The City of Fergus Falls will be responsible for matching 10% plus costs after the grant money is used.



CPL100-100
 Fergus Falls WMA Shallow Lake Enhancement. P.I.# 7740
 Otter Tail County, LSOHC Forest/Prairie Transition Planning Section





112 West Washington Ave.
P. O. Box 868
Fergus Falls, MN 56538-0868
Phone: 218-332-5400
Fax: 218-332-5449
Website: www.ci.fergus-falls.mn.us

**CONSERVATION PARTNERS LEGACY GRANT PROGRAM
PARTNER COMMITMENT LETTER**

What is the name of the project that you are contributing to, and who is the applicant?

Fergus Falls WMA Shallow Lake Enhancement – City of Fergus Falls

What is the name of your organization (private landowners use “Private Landowner”)?

City of Fergus Falls

When will you make the contribution?

Throughout engineering design / construction activities as actually costs are incurred.

**What is the value of your contribution and how did you determine the value?
Does the contribution have a non-state origin?**

During design / construction of the drainage system (required to bring the basins to the OHW, and lower, as needed by the DNR for WMA management) the City of Fergus Falls will pay 10% of actual costs incurred plus additional costs after all grant money is used. Local funds will be used for this project.

If this is based on a fund-raising event or other future action, if that future action fails, will you still provide the contribution amount?

Not Applicable – No fund raising is involved.

Signature:

A handwritten signature in black ink, appearing to read "Dan Edwards". The signature is written over a faint background image of a building and trees.

Printed Name, Title, and Affiliation: Dan Edwards, P.E., City Engineer - Fergus Falls

Date Signed:

November 2, 2009