



Grant All-Detail Report

Drainage Ditch Inventory and Inspection (SEDLCP) 2014

Grant Title - Inventory Chisago County Public Ditch System

Grant ID - C14-4843

Organization - Chisago County

Grant Awarded Amount	\$80,000.00	Grant Execution Date	
Required Match Amount	\$20,000.00	Grant End Date	12/31/2016
Required Match %	25%	Grant Day To Day Contact	Jerry Spetzman

Budget Summary

	Budgeted	Spent	Balance Remaining*
Total Grant Amount	\$80,000.00	\$27,791.97	\$52,208.03
Total Match Amount	\$20,000.00	\$15,061.32	\$4,938.68
Total Other Funds	\$0.00	\$0.00	\$0.00
Total	\$100,000.00	\$42,853.29	\$57,146.71

**Grant balance remaining is the difference between the Awarded Amount and the Spent Amount. Other values compare budgeted and spent amounts.*

Budget Details

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Match
Administration/Coordination	Administration /Coordination	Current State Grant	Inventory Chisago County Public Ditch System	\$5,000.00	\$4,356.88	12/30/2016	N
Develop a database for all Chapter 103E drainage ditch systems	Special Projects	Local Fund	Chisago County Local Levy	\$12,921.00	\$7,982.32	12/31/2014	Y

Activity Name	Activity Category	Source Type	Source Description	Budgeted	Spent	Last Transaction Date	Match
Inventory Chisago County Chapter 103E drainage ditches for water quality degradation	Inventory/Mapping	Current State Grant	Inventory Chisago County Public Ditch System	\$40,000.00	\$23,435.09	12/30/2016	N
Inventory Chisago County Chapter 103E drainage ditches that are public waters	Inventory/Mapping	Current State Grant	Inventory Chisago County Public Ditch System	\$35,000.00			N
Inventory Equipment	Special Projects	Local Fund	County Highway Department Funds	\$7,079.00	\$7,079.00	6/24/2015	Y

Activity Details Summary

Activity Details	Total Action Count	Total Activity Mapped	Proposed Size / Unit	Actual Size / Unit
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Proposed Activity Indicators

Activity Name	Indicator Name	Value & Units	Waterbody	Calculation Tool	Comments
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Final Indicators Summary

Indicator Name	Total Value	Unit
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Grant Activity

Grant Activity - Administration/Coordination

Description	Chisago County staff time for local grant administration and reporting.		
Category	ADMINISTRATION/COORDINATION		
Start Date	27-May-14	End Date	30-Dec-16
Has Rates and Hours?	Yes		
Actual Results	<p>May 27, 2014 Review Chisago County ditch files at Minnesota Historical Society library.</p> <p>May 11, 2014 Organize Ditch Work Group meeting, review work plan, assign tasks, determine process to designate ditch inspector.</p> <p>August 25, 2014 Organize Ditch subgroup meeting, review Public Works inventory of paper ditch files.</p> <p>September 17, 2014 Organize Ditch Work Group meeting, review work plan, assign tasks, determine process to designate ditch inspector.</p> <p>October 20, 2014 Review and process Chisago County/SWCD agreement for ditch inventory work.</p> <p>December 12, 2014 Organize and participate in Ditch Work Group meeting.</p> <p>December 15, 2014 Organize documents.</p> <p>February 12, 2014 Develop 2015 Time Tracking Worksheet. Organize Ditch Workgroup meeting.</p> <p>February 23, 2015 Participate in February 23, 2016 Ditch Workgroup meeting, write up meeting minutes.</p> <p>December 9, 2015 Organize and participate in December 9, 2015 Ditch Workgroup meeting.</p> <p>2016 - participated in ditch workgroup meetings, completed final report, summarized expense tracking, prepared for elink report.</p>		

Description

Develop a database for all legally established Chapter 103E drainage ditch systems.

1. Designate and assign drainage inspector for Chisago County.
2. Complete a technology needs assessment for the project. (GIS, GPS, software).
3. Identify and verify, by legal description/survey, all legally established ditches and laterals, both county and judicial.
4. Cross reference all ditch establishments and laterals by board/legal action.
5. Identify parcels impacted by County ditch system.
6. Identify watershed drainage areas impacted by County ditch system.

Start Date

23-May-14

End Date

Has Rates and Hours?

Yes

Actual Results

October 12, 2015, Completed the following tasks:

1. Designate and assign drainage inspector for Chisago County.
2. Complete a technology needs assessment for the project. Technology needs were discussed at several ditch work group meetings. Collectively, using the combined wisdom of the group, it was decided that overall we have the technical capacity in house to complete the project with the exception that we need a high quality GPS unit to collect field data. We did not record in the meeting minutes the discussions, but rather the ultimate group decision.

The group decided that a Trimble GEO 7X unit and associated software was necessary to complete the project. This unit was purchased using Chisago County match funds.

Capital equipment typically has a 3-5 years of useful life. The useful life for the Trimble GEO 7x is assumed to be 4 years. 75% of the useful life is will be used up by the end of the grant. Purchase price \$9,439 X 75% = \$7,079. This is the amount claimed as a grant match amount.

We are requesting approval from BWSR to revise the grant work plan activities so that Chisago County can purchase critical technology identified in the needs assessment.

3. Identify and verify, by legal description/survey, all legally established ditches and laterals, both county and judicial.
4. Cross reference all ditch establishments and laterals by board/legal action.
5. Identify parcels impacted by County ditch system.
6. Identify watershed drainage areas impacted by County ditch system.

February 23 & December 9, 2015 Ditch Workgroup meetings.

In response to Dan Fabian's May 10, 2016 email - attached are three spreadsheets (2014, 2015, 2016) showing each person's time and description of activity.

In response to Dan Fabian's May 10, 2016 email - attached, as examples, is the historical ditch inventory for County Ditch
 1. Similar inventories were collected for the remaining ditches.

Grant Activity - Inventory Chisago County Chapter 103E drainage ditches for water quality degradation

Description

1. Inventory all legally established Chisago County Chapter 103E drainage ditches where erosion, sediment or nutrients contribute substantially to water quality degradation.
2. Identify priority side inlet control and buffer strip needs for which the following authorities apply:
 - a. Section 103E.021, Subd. 6 Incremental Implementation of Vegetated Ditch Buffer Strips and Side Inlet Controls; and
 - b. Section 103E.011, Subd. 5 Use of External Sources of funding.
3. Develop a County ditch inspection plan and database, for management and maintenance of Chapter 103E drainage ditches.
4. Establish a system and protocol for establishing Best Management Practices within the easement right of ways of existing public ditches.

Category INVENTORY/MAPPING

Start Date 1-Jan-15 **End Date** 31-Dec-16

Has Rates and Hours? Yes

Actual Results

Progress Report October 12, 2015
 Chisago SWCD submitted an invoice dated 2-27-15 for work completed under Activity 2 under tasks 1 & 3 above of this activity.

In response to the May 10, 2016 email from Dan Fabian - Chisago SWCD completed the GIS review and watershed delineation (attached).

2016 completed report.

Grant Activity - Inventory Chisago County Chapter 103E drainage ditches that are public waters

<p>Description</p>	<ol style="list-style-type: none"> 1. Determine the status of compliance with the Section 103E.021 buffer strip requirements and the 50 foot Shoreland Buffer Rule 6120.3300, Subpart 7 requirement for all Chisago County drainage authority's jurisdiction that are Public Waters. 2. Develop a plan to enforce the applicable requirements. 3. Document the functional relationship of ditches to their associated drainage systems.
<p>Category</p>	<p>INVENTORY/MAPPING</p>
<p>Start Date</p>	<p>End Date</p>
<p>Has Rates and Hours?</p>	<p>Yes</p>
<p>Actual Results</p>	<p>Progress Report October 12, 2015 No work completed to date on this task.</p> <p>In response to the May 10, 2016 email from Dan Fabian - For purposes of completing the ditch inventory, all chapter 103E drainage ditches are public waters. There are no chapter 103E drainage ditches that are not public waters. All work to complete this activity was done under the activity _ Inventory Chisago County Chapter 103E drainage ditches for water quality degradation. No expenses will be billed by Chisago County to the ditch grant under this activity.</p>

Grant Activity - Inventory Equipment

Description	Purchase equipment for field acquisition of inventory data.		
Category	SPECIAL PROJECTS		
Start Date	24-Jun-15	End Date	
Has Rates and Hours?	No		
Actual Results	<p>The Ditch Work group decided that a Trimble GEO 7X unit and associated software was necessary to complete the project. This unit was purchased using Chisago County match funds from the Chisago County Highway Department.</p> <p>Capital equipment typically has 3-5 years of useful life. The useful life for the Trimble GEO 7x is assumed to be 4 years. 75% of the useful life will be used up by the end of the grant. Purchase price \$9,439 X 75% = \$7,079. This is the amount claimed as a grant match amount.</p> <p>The Trimble unit was purchased on or about June 24, 2015. The unit is being used to complete the assessment.</p>		

Grant Attachments

Document Name	Document Type	Description
05-18-2015 emai to Jerry Spetzman	Journal	Journal Dated - 05/18/2015
2014 Competitive Grant	Grant Agreement	2014 Competitive Grant - Chisago County
2014 Competitive Grant executed	Grant Agreement	2014 Competitive Grant - Chisago County
2014 Timesheet Match	Grant	Inventory Chisago County Public Ditch System
2015 Inventory Chisago County Public Ditch System Financial Report	Grant	Inventory Chisago County Public Ditch System
2015 Timesheet Match	Grant	Inventory Chisago County Public Ditch System
2016 Summary of Grant & Match expenses	Grant	Inventory Chisago County Public Ditch System
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 03/30/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 03/21/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/31/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 01/23/2017
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 07/19/2016
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 05/10/2016

Document Name	Document Type	Description
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/01/2016
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 10/15/2015
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 10/12/2015
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 05/18/2015
All Details Report	Workflow Generated	Workflow Generated - All Details Report - 02/03/2015
Application	Workflow Generated	Workflow Generated - Application - 12/12/2013
BC Comments on final report	Journal	Journal Dated - 01/31/2017
BC_05-10-2016_Comments	Journal	Journal Dated - 05/10/2016
BC_08-02-2016_Response-to-question	Journal	Journal Dated - 08/02/2016
Chisago County Public Water Ditches	Grant	Inventory Chisago County Public Ditch System
Chisago SWCD Invoice 3596	Grant	Inventory Chisago County Public Ditch System
Co Ditch 1 - GIS	Grant	Inventory Chisago County Public Ditch System
Co Ditch 1 - Petition and Order	Grant	Inventory Chisago County Public Ditch System
Co Ditch 1 1938 Photo-bis02037	Grant	Inventory Chisago County Public Ditch System
County Ditch #1 Estimate and Section	Grant	Inventory Chisago County Public Ditch System
County Ditch #1 Profile page 1 of 2	Grant	Inventory Chisago County Public Ditch System
County Ditch #1 Profile page 2 of 2	Grant	Inventory Chisago County Public Ditch System
Ditch Grant Workgroup Meeting Minutes September 17, 2014	Grant	Inventory Chisago County Public Ditch System
Ditch Inventory GIS Review, Watershed Delineation Feb2015	Grant	Inventory Chisago County Public Ditch System
Final Financial Report Inventory Chisago County Public Ditch System	Grant	Inventory Chisago County Public Ditch System
Inventory Chisago County Public Ditch System Final Report November 16, 2016	Grant	Inventory Chisago County Public Ditch System
Returned_Funds_Form_Submitted	Grant	Inventory Chisago County Public Ditch System
SR_loc_11451.jpg	Grant	Inventory Chisago County Public Ditch System
Trimble Depreciation	Grant	Inventory Chisago County Public Ditch System
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 05/10/2016
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 03/28/2014
Work Plan	Workflow Generated	Workflow Generated - Work Plan - 01/24/2014
grantmap_11451_2013-12-05_01-52-50-PM.jpg	Grant	Inventory Chisago County Public Ditch System

