

St. Croix River Crossing Project – Implementation of Mitigation Activities

This form is to be used to document completion of certain St. Croix River Crossing Project mitigation actions for which 1) Wisconsin Department of Natural Resources (WisDNR) has responsibility to implement or 2) WisDNR must concur with actions proposed by others. This includes all activities described in the Project's Growth Management Mitigation Memorandum of Understanding (MOU) (all) or item 9b in the Riverway Mitigation MOU.

Action (*list name of MOU and activity #*): Growth Management, Local Govt. Planning/Zoning Support

Applicant (*name, governmental unit, address, contact person phone number and email address*):

Town of St. Joseph, 1337 County Road V, Hudson, WI 54016

Application (*attach separate pages if needed; describe proposal, how it meets applicable MOU objective, expected environmental benefits/products, cost, location, schedule, post-completion management/maintenance, etc.; provide justification if proposal varies from MOU language*): The Town of St. Joseph currently has our Town Board, Planning Commission, River Crossing Committee and Parks Committee working on items associated with the River Crossing and Mitigation related activities. We have come to realize that we do not have an individual trying to keep track and coordinating our activities. To maximize the benefit the information being worked on by these groups needs to be tracked, understood, and concisely and systematically shared amongst these entities. The Town Board is asking to contract for an independent contractor to provide coordination services. The Town Board would provide direction for the coordinator so that they would prudently use their time to move the Town's work along without adding confusion to an already complex project. Initial tasks would be to quickly and efficiently become familiar with the work that is underway, who is leading it, what range of outcomes are anticipated, and what the timing is for key pieces of information and decisions. In conjunction with this, the coordinator would get to know St. Joseph community leaders and representatives of collaborating organizations to understand their perspectives, their roles in the work, and the expectations for St. Joseph. Following this introductory work, some type of communication tool illustrating how the committees, agencies, studies and proposed projects fit with the St. Joseph goals and decision-making timeline would be created. This would be shared with the Town Board and committee and collaborators for their input. When finalized, this tool would become a starting place for identifying, updating and sharing the current and future planning work. We have identified an individual, Susan Hoyt, to fill this position for us. We have attached a brief resume of her qualifications for your review.

Consultation with other parties (*for Riverway MOU item 9b only*):

WisDNR Stewardship Grant eligibility (*preliminary screening by Community Assistance staff*): Yes No

MnSHPO _____ (*date*) Response: Click here to enter text.

WisSHPO _____ (*date*) Response: Click here to enter text.

Indian Tribes* _____ (*date*) Response: Click here to enter text.

(* - WisDNR can provide a list of Indian Tribes to contact)

Advisory Team Review (*list date considered, Advisory Team findings/recommendations*): Click here to enter text.

WisDNR Concurrence (*for release of funds by St. Croix County*)

Approve as proposed: ____ (date)

Approve with conditions: ____ (date) Conditions (*include any reporting requirements for Applicant*): Click here to enter text.

Denied: ____ (date) Suggested revisions (*guidance for possible Applicant re-submittal*): Click here to enter text.

Implementation Tracking Log (*for funded projects*)

Funds received by Applicant ____ (date): Click here to enter text.

Progress on implementation (*this should be a brief, running summary coinciding with Applicant reporting requirements*): Click here to enter text.

Mitigation Action Completed

Action completed (*WisDNR determination*): ____ (date)

Final report submitted by WisDNR to MnDOT, WisDOT and FHWA: ____ (date)

Susan Hoyt
BIO

Susan Hoyt has served as a planner and city administrator for local government officials for thirty years. In this capacity, she developed verbal, written and electronic communication skills and strategic approaches to complex infrastructure and land use issues that help local elected and appointed officials and community members define their community vision and find ways to reach it. Some of these projects include the Northfield Hospital Redevelopment Project, the Northfield Riverfront Redevelopment Project, the Downtown Northfield Plan and Improvement Project, and the Lake Elmo Village Plan and sewer expansion.

Susan Hoyt began her career as a city planner in Winona, Minnesota and La Crosse, Wisconsin and later served as city administrator in Falcon Heights, Minnesota, Northfield, Minnesota and Lake Elmo, Minnesota. She recently finished an interim city administrator assignment in Greenfield, Minnesota, a western Hennepin County community with a rural ambience and vast open space that is located on the edge of the Twin Cities region's expanding urban area. During her tenure as a city administrator, Susan served as the President of the League of Minnesota Cities and President of Metro Cities of the Twin Cities region.

Prior to starting her work as an independent contractor in March 2013, Susan worked at the Metropolitan Council of the Twin Cities assisting cities with updates to their thirty year Comprehensive Plans. At the Council, she went on to serve as a staff person to a special Department of Housing and Urban Development (HUD) Sustainable Communities project, the Corridors of Opportunity, where she was responsible for implementing a new model of community engagement with underrepresented communities along the emerging Light Rail Transit Corridors in the Twin Cities region.

Since starting work as an independent contractor, Susan has worked on a variety of projects including serving as the interim city administrator in Greenfield, Minnesota, working as a special advisor to Management Partners in a review of the Development Review Process for the Department of Safety and Inspections for the city of St. Paul, and evaluating the Trusted Advocate Community Engagement Model for the Central Corridor District Collaborative.

Susan's education includes a Bachelors degree from Carleton College in Northfield, Minnesota, a Masters Degree in Urban and Regional Planning from the University of Wisconsin, Madison and advanced study in Urban and Historical Geography at the University of Wisconsin, Madison.

Susan lives in Falcon Heights, Minnesota. Her current community activities include being a Director on the Healthpartners Board, a Director on the Roseville Area School Foundation Board, and a volunteer with the Ramsey County Friends of the Library.

Agreement No.: SJC003
Fund: 58323
Amount: \$25,000

Local Government Planning/Zoning Support
St. Croix River Crossing Project
MOU For the Implementation of Growth Management Mitigation Items,
Section IIIB.2.a.

Between
State of Wisconsin, Department of Natural Resources,
St. Croix County Community Development Department
and
Town of St. Joseph, St. Croix County, Wisconsin

- I. GENERAL INFORMATION:
Grantee/Project Sponsor: Town of St. Joseph
Project Title: Town of St. Joseph St. Croix River Crossing Coordinator
Period Covered by This Agreement: May 1, 2014 – May 1, 2015
- II. AGREEMENT RECIPIENT: Town of St. Joseph
- III. AUTHORITY: This agreement between the State of Wisconsin Department of Natural Resources (hereinafter referred to as WDNR), St. Croix County Community Development Department (hereinafter referred to as County) and the Town of St. Joseph (hereinafter referred to as Town) is hereby entered into pursuant to Wis. Stat. s. 29.037
- IV. PURPOSE: The purpose of this agreement is to facilitate the WDNR to review and concur with the project identified above, and authorize St. Croix County to expend funds in accord with the St. Croix River Crossing Project MOU for the Implementation of Growth Management Mitigation items: Local Government Planning/Zoning Support MOU that it holds for the Town.
- V. BACKGROUND: The St. Croix Crossing project involves the construction of a new bridge across the St. Croix River in St. Croix County, Wisconsin. The Supplemental Final EIS (SFEIS) prepared for the project includes a section on bridge mitigation items. Included in this mitigation package is \$200,000 to be held by St. Croix County, but designated for the Town of St. Joseph, to hire or contract for project staff and consultant services to assist in revising and/or developing local comprehensive plans, neighborhood plans, ordinances and other planning tools that will result in natural resource enhancement, pollution prevention, protection for historic properties or other environmental protection. Once mitigation funds became available the Growth Management Advisory Team (GMAT) requested project proposals to decide how to allocate the \$200,000. One of the approved proposals is to secure funding for a Town of St.

Joseph St. Croix River Crossing Coordinator Position. This is an agreement between the WDNR, County and the Town on how the mitigation dollars will be spent on this project.

- VI. SCOPE: The WDNR is approving the Town expenditure of \$25,000 to fund a portion of the cost of Town of St. Joseph St. Croix River Crossing Coordinator Position. A release of funds in the amount of \$25,000 held by the County for the Town under section III.B.2.a. is approved for this project.

In return the Town shall oversee the completion of the tasks as described in the Town of St. Joseph St. Croix River Crossing Coordinator Position proposal, and submit reports to WDNR upon completion of the objectives as outlined in the proposal.

- VII. PERIOD OF PERFORMANCE: This agreement shall remain in effect until May 1, 2015. The WDNR and the County may jointly and periodically evaluate this agreement and, if mutually agreed, will amend the agreement as necessary. Any modifications to this agreement shall become effective upon approval by both parties.

- VIII. PARTY REPRESENTATIVES: The representatives of the parties who shall serve as project coordinators and principal contacts for the purposes of this agreement are as follows:

Town: Dan Gavin, Town Chairman
Town of St. Joseph

County: Ellen Denzer, Director
St. Croix Community Development
1101 Carmichael Road
Hudson, WI 54016

WDNR: Dan Baumann, P.E., Regional Director
1300 West Clairemont Avenue
Eau Claire, WI 54701

IX. SPECIAL PROVISIONS:

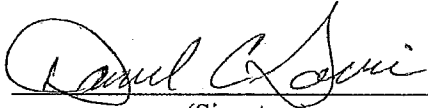
- A. The Town agrees that information gathered as a result of the projects will be readily available, as needed, to other entities in St. Croix County operating within the context of the Soil and Water Modeling and Monitoring MOU associated within the St. Croix Crossing SFEIS.
- B. The Town agrees that failure on its part to abide by the project contract and its stipulations could require a repayment of the mitigation funds.
- C. This agreement does not impose any obligation, financial or otherwise, upon the WDNR in regards to the subsequent operation and/or maintenance of any facilities developed in this project.

X. LIABILITY: The Town recognizes and understands that it may be responsible for the consequences of its own acts, errors, or omissions and those of its employees, agents, boards, commissions, agencies, officers and representatives, including providing its own defense. To the extent authorized by law, the WDNR shall be responsible for the consequences of its own acts, errors, or omissions and those of its employees, agents, contractors, officers, and representatives and shall be responsible for any losses, claims and liabilities which are attributable to such acts, errors or omissions. It is not the intent of the parties to impose liability beyond that imposed by Wisconsin Statutes. This clause applies only to actions of each party pursuant to this agreement, and does not apply to actions or events that occur outside the scope of this agreement.

By signature the Town and the WDNR hereby accept all terms and conditions of this agreement without exception, deletion or alteration.

IN WITNESS WHEREOF, the parties hereto have caused this agreement to be executed as of the date therein written.

Town

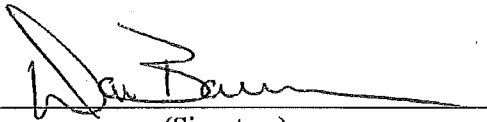


(Signature)

Dan Gavin
Town Chairman

(Date)

WDNR



(Signature)

Dan Baumann, P.E.
Regional Director

7/29/14

(Date)

County



(Signature)

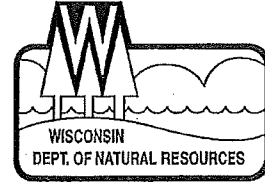
Patrick Thompson
Administrator

7-21-14

(Date)

State of Wisconsin
DEPARTMENT OF NATURAL RESOURCES
1300 W. Clairemont Ave.
Eau Claire WI 54701

Scott Walker, Governor
Cathy Stepp, Secretary
Telephone 608-266-2621
Toll Free 1-888-936-7463
TTY Access via relay - 711



July 29, 2014

St. Croix County Community Development
Attention: Ellen Denzer
1101 Carmichael Road
Hudson WI 54016

Subject: Release of Growth Management Funds – SJC003

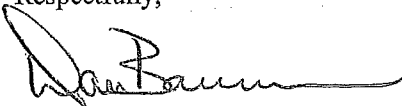
Dear Ms. Ellen Denzer:

During the meeting of the Growth Management Advisory Team (GMAT) on April 15, 2014, the Town of St. Joseph submitted a request for \$25,000.00 for a St. Croix River Crossing Coordinator Position under MOU section IIIB2a agreement #SJC003. The GMAT members unanimously recommended funding for this plan.

Upon review, the Wisconsin Department of Natural Resources (WDNR) is approving the requested release of Growth Management funds held by St. Croix County. St. Croix County is approved to release \$25,000.00 of the \$200,000.00 in Growth Management Funds, from account #58323, allocated to the Town of St. Joseph.

For tracking purposes, please forward to the WDNR verification of the release of these funds.

Respectfully,



Dan Baumann, P.E., WDNR WCR Director