



Grant Progress Report

Projects and Practices 2023

Grant Title: City of Brainerd Mississippi River Gully Erosion 250 Tons TSS

Grant ID: C23-9634

Grantee: Crow Wing SWCD

Fiscal Agent: Crow Wing SWCD

Grant Day-to-Day Contact: Melissa Barrick

Grant Award (\$): \$975,000.00

Required Match (%): 25

Required Match (\$): \$243,750.00

Grant Execution Date: 02/17/2023

Grant End Date: 12/31/2025

	Total Budgeted	Total Spent	Balance Remaining*
Grant Funds	\$975,000.00	\$886,335.52	\$88,664.48
Match Funds	\$240,000.00	\$175,517.03	\$64,482.97
Other Funds	\$0.00	\$0.00	\$0.00
Total	\$1,215,000.00	\$1,061,852.55	\$153,147.45

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

Project Abstract	<p>The City of Brainerd will stabilize the 1.4-acre gully that has eroded over 8,706 tons of sediment since 1985. The erosion started after the city constructed a conveyance pipe along Buffalo Hills Lane City Road. The current gully is unstable and poses significant risks to city and public infrastructures, three stormwater outfalls, ten private properties, and houses. Since the 1990s, this gully has transported 100 percent of bank and bed erosion to Little Buffalo Creek and the Mississippi River (HR Green Inc.). The Crow Wing Soil Water Conservation District (SWCD) will partner with the City of Brainerd, private landowners, an engineering consultant, and a contractor to install 1,300 linear feet of reinforced concrete pipes within the gully channel. A deposition pool, erosion control fabric, and native seed mixes will minimize erosive forces as water is conveyed to the City of Brainerd's Rotary Park Mississippi River flood plain. The water will infiltrate and stay within the flood plain. This project will reduce 250 tons per year of total suspended solids (TSS) and 250 pounds of phosphorous per year to the Mississippi River. This project will address 26 percent of the City of Brainerd's waste load allocations for the Mississippi River Total Maximum Daily</p>
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	Load (TMDL). This specific subwatershed has 24 percent developed land use, and over 53 percent disturbed land cover. This project will meet priorities in the Upper Mississippi River TMDL. In 2021, the City invested over \$125,000 to complete citizen engagement activities and a final engineered plan and design. Ten landowners along the gully are invested and willing to sign construction and drainage easements. This project will be successful because of the SWCD and City's experience managing and implementing large-scale million-dollar projects. If this project is not funded, property values, public infrastructures, and residential homes are at risk of continual sediment erosion occurring at 250 tons per year.
Proposed Measurable Outcomes	This project will reduce 250 tons per year of TSS and 250 pounds of phosphorous per year to the Mississippi River, a TSS-impaired reach. This project will stabilize the 1.4-acre gully that has eroded 8,706 tons of sediment to Little Buffalo Creek.

Budget Details

<i>Activity Name</i>	<i>Category</i>	<i>Source Type</i>	<i>Source Description</i>	<i>Budgeted</i>	<i>Spent</i>	<i>Balance Remaining</i>	<i>Match Fund?</i>
City Match	Technical/Engineering Assistance	Local Fund	City Match	\$240,000.00	\$175,517.03	\$64,482.97	Y
SWCD Administration	Administration/Coordination	Current State Grant	City of Brainerd Mississippi River Gully Erosion 250 Tons TS..	\$35,000.00	\$18,122.61	\$16,877.39	N
Project Development	Project Development	Current State Grant	City of Brainerd Mississippi River Gully Erosion 250 Tons TS..	\$35,000.00	\$4,251.94	\$30,748.06	N
Gully Construction	Urban Stormwater Management Practices	Current State Grant	City of Brainerd Mississippi River Gully Erosion 250 Tons TS..	\$905,000.00	\$863,960.97	\$41,039.03	N

Indicator Summary

Indicator Category	Proposed Indicator	Total Value	Unit
Water Pollution (Reduction Estimates)	Sediment (Tss)	250	Tons/Yr
Water Pollution (Reduction Estimates)	Phosphorus (Est. Reduction)	250	Lbs/Yr

Indicator Category	Final Indicator	Total Value	Unit
Water Pollution (Reduction Estimates)	Phosphorus (Est. Reduction)	250	Lbs/Yr
Water Pollution (Reduction Estimates)	Sediment (Tss)	250	Tons/Yr

Grant Activities

Activity Name: Gully Construction						
Activity Category: Urban Stormwater Management Practices					Staff time?: No	
<p>Description: The Crow Wing Soil Water Conservation District (SWCD) will partner with the City of Brainerd, private landowners, an engineering consultant, and a contractor to install 1,300 linear feet of reinforced concrete pipes within the gully channel. This project will construct a deposition pool, erosion control fabric, and native seed mixes to minimize erosive forces as water is conveyed to the City of Brainerd’s Rotary Park Mississippi River floodplain. The \$210,000 committed cash match will be used to hire an engineer to complete the bidding process and construction management.</p>						
Budget Details						
Source Type	Source Description	Budgeted	Spent	Balance Remaining	Last Transaction Date	Match Fund?
Current State Grant	City of Brainerd Mississippi River Gully Erosion 250 Tons TS..	\$905,000.00	\$863,960.97	\$41,039.03	01/15/2025	N
Actual Results						
Results					Date Added	
					1/24/2023 10:20:06 AM	
HR Green worked with the City of Brainerd to complete temporary and permanent construction easements for the property owners adjacent to the Gully. All construction easements were procured. The City of Brainerd bid the project in fall of 2023. The City of Brainerd hosted a pre-					1/23/2024 9:22:39 AM	

Results**Date Added**

construction meeting at the City Hall on December 05, 2023. The City awarded the contractor to Tom's Backhoe Service Inc. for \$870,113.10. The contractor is planning to grub trees in December 2023. No bills have been paid to the contractor or reimbursement from the City of Brainerd.

The City worked with Tom's Backhoe Service Inc. to complete the grading and dirt work for installing 1,300 linear feet of reinforced concrete pipe within the gully channel, erosion control measures (including seeding and blanketing on the bottom of the channel and side slopes), and a deposition pool with erosion control fabric and rock rip. Please see before and after pictures of the Gully Project in attachments. 1/22/2025 9:56:22 AM

The City completed tree shrub planting within the gully Channel. No additional bills have been paid since the last reconciliation with the grant. 6/30/2025 10:16:16 AM
The SWCD/City will work on the final payment.

Final Indicators

<u>Indicator</u>	<u>Total Value</u>	<u>Unit</u>
Sediment (Tss)	250	Tons/Yr
Phosphorus (Est. Reduction)	250	Lbs/Yr

Activity Action Name: Brainerd Gully				Activity Count: 1
Practice Type: 410 - Grade Stabilization Structure				Size/Units: 1.4 - Count
TA Provider/JAA: Private Consultant				Lifespan: In Perpetuity
Practice Description: The City acquired easements for a 1.4-acre gully. Developed 1,300 linear feet of reinforced concrete pipes within the gully channel, deposition pool lined with erosion control fabric at the bottom of the gully channel				Install Date: 08/01/2024
				Mapped: Yes
Indicator Name	Units	Value	Calculation Tool	Waterbody
Sediment (Tss)	Tons/Yr	250	Other	Little Buffalo Creek and Mississippi River
Phosphorus (Est. Reduction)	Lbs/Yr	250	Other	Little Buffalo Creek and Mississippi River

Activity Name: City Match

Activity Category: Technical/Engineering Assistance

Staff time?: Yes

Description: The City will hire HR Green to complete the construction management and engineering for this project. The City will pay HR Green directly, and the SWCD will request copies of all invoices and hours worked on the project.

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Local Fund	City Match	\$240,000.00	\$175,517.03	\$64,482.97	12/31/2024	Y

Actual Results

<u>Results</u>	<u>Date Added</u>
	1/24/2023 10:23:57 AM
The City of Brainerd has worked with HR Green and SEH engineering firms to complete the required engineering plans for the project. The City of Brainerd hired SEH to help with the project's construction monitoring and management. SEH will sign off on the final construction as the designated engineer for the project.	1/23/2024 9:12:12 AM

Activity Name: Project Development

Activity Category: Project Development

Staff time?: Yes

Description: The SWCD will coordinate partner meetings. The SWCD will work City to develop a contract for the project and long-term maintenance. The SWCD will utilize press releases and other media forms to notify people about the project. The SWCD will coordinate with City and consultant construction and bidding activities.

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	City of Brainerd Mississippi River Gully Erosion 250 Tons TS..	\$35,000.00	\$4,251.94	\$30,748.06	07/31/2025	N

Actual Results

<u>Results</u>	<u>Date Added</u>
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1/24/2023 10:20:48 AM

The City and SWCD completed an agreement signed by the SWCD Board and City Council to spell out the working agreement for the \$975,000 grant funds. This agreement was executed on May 15, 2023. The City worked with a technical evaluation panel to ensure no wetlands were impacted on the site. The SWCD and City completed an introduction meeting to the project and site visit on August 22, 2023, and a follow-up meeting on August 29, 2023. On September 19, 2023, the Crow Wing SWCD hosted a site visit tour to the gully site with a State representative and Senator present at the to . The City continued to work on finalizing the plan for the project bidding process.

1/22/2025 10:06:09 AM

The SWCD worked with the City, contractor, and consultant to ensure the project was completed correctly according to plan. Staff completed outreach to ensure the public was aware of this project. Hosted site visits and project tours with staff and board members and hosted a bus tour to showcase the project in September 2024. Staff went out to the site weekly and monthly during the construction.

The SWCD worked with the City to complete additional site visits to the property to ensure the project's functioning and stability.

6/30/2025 10:17:41 AM

Activity Name: SWCD Administration

Activity Category: Administration/Coordination

Staff time?: Yes

Description: The SWCD will serve as the fiscal agent. The SWCD will complete the following items, Agreement with the city, pay all bills, track staff hours and expenses by project, complete all annual reporting, and BWSR reconciliations. The SWCD will follow CWF Policy and BWSR Grant Manual.

Budget Details

<u>Source Type</u>	<u>Source Description</u>	<u>Budgeted</u>	<u>Spent</u>	<u>Balance Remaining</u>	<u>Last Transaction Date</u>	<u>Match Fund?</u>
Current State Grant	City of Brainerd Mississippi River Gully Erosion 250 Tons TS..	\$35,000.00	\$18,122.61	\$16,877.39	10/31/2025	N

Actual Results

<u>Results</u>	<u>Date Added</u>
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1/24/2023 10:20:58 AM

The Crow Wing SWCD has tracked time, invoices, and e-link reporting from February 17, 2023, to December 31, 2023. No bills have been paid

1/23/2024 9:09:26 AM

Results

Date Added

for the engineering or construction of the project.

The SWCD staff completed time tracking for the SWCD time, tracked in-kind contributions to the project, and communicated updates to staff and board members every month. Answered questions from staff and board members. 1/22/2025 10:08:45 AM

The SWCD staff worked with BWSR to complete reconciliation and partial payment to the City of Brainerd. They reviewed and entered the in-kind contribution and communicated the City's requirement for the grant. They downloaded documentation from the City on payment information for the contractor. 6/30/2025 10:19:05 AM