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RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, March 27, 2024, 9:00 a.m.

Shoreview City Hall Council Chambers
4600 North Victoria Street, Shoreview, Minnesota

or via Zoom Meeting:

<https://us06web.zoom.us/j/86329299189?pwd=dS7YnXoHr8GkzxfyRP7IGklrnl5uLO.1>

Meeting ID: 863 2929 9189

Passcode: 288721

+1 312 626 6799 US (Chicago)

Meeting ID: 863 2929 9189

Passcode: 288721

Agenda

CALL TO ORDER

ROLL CALL

SETTING OF THE AGENDA

APPROVAL OF MINUTES: MARCH 11, 2024, WORKSHOP; MARCH 13, 2024, REGULAR MEETING

CONSENT AGENDA

The following items will be acted upon without discussion in accordance with the staff recommendation and associated documentation unless a Manager or another interested person requests opportunity for discussion:

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
23-010	PGA Investments, LLC	Forest Lake	Final Site Drainage Wetland Alteration	CAPROC 11 items
24-004	MVN, LLC	Columbus	Final Site Drainage	CAPROC 8 items
24-005	Lariat Companies, Inc.	Lino Lakes	Final Site Drainage	CAPROC 7 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated March 19th, and 20th, 2024.

OPEN MIC/PUBLIC COMMENT

Any RCWD resident may address the Board in his or her individual capacity, for up to three minutes, on any matter not on the agenda. Speakers are requested to come to the podium, state their name and address for the record. Additional comments may be solicited and accepted in writing. Generally, the Board of Managers will not take official action on items discussed at this time, but may refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.

ITEMS REQUIRING BOARD ACTION

1. Houston Engineering Task Order 2024-002 - 2024 Rule Revisions Technical Support (Patrick Hughes)
2. Centerville Lake Alum Project – Release *Request for Quotes* (Matt Kocian)
3. Check Register Dated March 27, 2024, in the Amount of \$326,434.98 and March Interim Financial Statements Prepared by Redpath and Company

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports
2. April 2024 Calendar
3. Administrator Updates
4. Manager's Update

**APPROVAL OF MINUTES: MARCH 11, 2024, WORKSHOP;
MARCH 13, 2024, REGULAR MEETING**

Draft

RCWD BOARD OF MANAGERS WORKSHOP

Monday, March 11, 2024

Rice Creek Watershed District Conference Room
4325 Pheasant Ridge Drive NE, Suite 611, Blaine, Minnesota
and
Meeting also conducted by alternative means
(teleconference or video-teleconference) from remote locations.

1 The Board convened the workshop at 9:00 a.m.

2 Attendance: Board members Mike Bradley, John Waller, Marcie Weinandt (audio-conference), Steve
3 Wagamon, Jess Robertson

4 Absent:

5 Staff: Administrator Nick Tomczik, Regulatory Manager Patrick Hughes, Drainage & Facilities Manager
6 Ashlee Ricci, Communications & Outreach Manager Kendra Sommerfield (videoconference), Office
7 Manager Theresa Stasica.

8 Consultants: District Engineers Chris Otterness & Adam Nies-Houston Engineering, Inc.

9 Visitors: City of Columbus Engineer Kevin Bittner, City of Columbus Council Member Janet Hegland.

10 **2024 Rule and Regulatory Program Revision**

11 Regulatory Manager Patrick Hughes gave a presentation on the process of the upcoming rule and
12 regulatory program revisions. The 2024 rule revision priorities include: continuing to address variances,
13 rule clarifications, and exemptions for low impact/risk activities. Staff have no major policy items or rule
14 re-writing identified. At this time, staff is continuing to identify revisions based on comments from the
15 Board, the public, and will be reviewed with our partners at the next City/County partner meeting. Staff
16 also informed the Board that the District's surety schedule also needs to be reviewed because the current
17 surety being received from applicants does not cover potential cost of corrective actions. Staff reviewed
18 the proposed timeline. The Board discussed the presentation with staff and by majority consensus agreed
19 to the outline proposed.

20

21 **PDS Facilities Annual Report & Forecast**

22 Drainage & Facilities Manager Ricci gave a presentation to the Board on the Drainage and Facilities
23 Programs past year's completed work, current year's recommended inspection, maintenance, and repair
24 activities. She also informed the Board of program's intended work for the coming year and its related
25 budgetary direction being like the current year.

26 District Engineers Otterness and Nies gave a presentation on the Board's public drainage system (PDS)
27 project prioritization list and provided an update on current activities and status of the Public Drainage
28 Systems and branches of the system. District Engineers Otterness and Nies answered Board questions
29 about the PDS projects and prioritization.

30

31 The Board by consensus agreed to the current proposed PDS prioritization schedule.

32

PDS ACSIC Determination Step 2 – Anoka County Ditch 10-22-32

District Engineer Otterness stated today's workshop is to provide an understanding of how the As-Constructed Subsequently Improved Condition (ACSIC) determination methodology was utilized on the ACD 10-22-32 system. He described the unique challenges, the collection of potentially relevant documents, and the consideration of how these documents may pertain to the ACSIC alignment, grade, and cross-section. Relevant documents included as-designed profiles/alignments/cut sheets, repairs, and prior profile reviews. District Engineer Otterness explained the ACSIC determination process used and how this methodology was used on ACD 10-22-32 north of Pine Street. District Engineer Otterness reviewed the workshop takeaways with the Board and answered their questions and the City of Columbus's questions. The Board stated that this was an important discussion and should be memorialized in the record. District Administrator Tomczik stated he would work with Attorney Kolb on a document the Board could consider memorializing this.

Administrator Updates

- Staff discussed the current CAC membership and its attendance.
- District Engineer informed the Board that they are in the process of creating an additional services request for AWJD3 project and its on-site oversight for Board consideration.
- Staff informed the Board if the future Ramsey County Boundary recommendations is approved the Board current meeting location will be outside the District's boundary and the Board to likely meet at City of Mounds View Facilities.
- Administrator Tomczik informed the Board that Senator Kunesh introduced SF 4337 to appropriate \$7 million dollars to RCWD for its flood mitigation work in the I35 corridor. He emailed this information to the Board this morning.

The workshop was adjourned at 11:53 a.m.

DRAFT

For Consideration of Approval at the March 27, 2024 Board Meeting.
Use these minutes only for reference until that time.

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, March 13, 2024

Shoreview City Hall Council Chambers
4600 North Victoria Street, Shoreview, Minnesota
and

Meeting also conducted by alternative means
(teleconference or video-teleconference) from remote locations

Minutes

CALL TO ORDER

President Michael Bradley called the meeting to order, a quorum being present, at 9:00 a.m.

ROLL CALL

Present: President Michael Bradley, 1st Vice-Pres. John Waller, 2nd Vice-Pres. Steve Wagamon, Secretary Jess Robertson, and Treasurer Marcie Weinandt

Absent: None

Staff Present: District Administrator Nick Tomczik, Regulatory Manager Patrick Hughes, Outreach & Grant Technician Molly Nelson, Communications & Outreach Manager Kendra Sommerfeld, Drainage & Facilities Manager Ashlee Ricci, and Office Manager Theresa Stasica

Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI); District Attorney Louis Smith from Smith Partners (video-conference)

Visitors: Rebecca Keller e

SETTING OF THE AGENDA

District Administrator Tomczik requested that a new Action Item #3 be added to the agenda, HEI Task Order Additional Services Request.

Motion by Manager Robertson, seconded by Manager Wagamon, to approve the agenda as revised. Motion carried 5-0.

READING OF THE MINUTES AND THEIR APPROVAL

Minutes of the February 28, 2024 Board of Managers Regular Meeting. Motion by Manager Robertson, seconded by Manager Weinandt, to approve the minutes as presented. Motion carried 5-0.

35 **CONSENT AGENDA**

36 The following items will be acted upon without discussion in accordance with the staff recommendation and
37 associated documentation unless a Manager or another interested person requests opportunity for discussion:

38 **Table of Contents-Permit Applications Requiring Board Action**

39 No.	Applicant	Location	Plan Type	Recommendation
40 24-006	MnDOT	Roseville	Final Site Drainage Plan Street & Utility Plan	CAPROC 3 items

43 ***It was moved by Manager Weinandt and seconded by Manager Waller, to approve the consent agenda
44 as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and
45 Recommendations, dated March 5, 2024. Motion carried 5-0.***

47 **Water Quality Grant Program Cost Share Application**

No.	Applicant	Location	Project Type	Eligible Cost	Pollutant Reduction	Funding Recommendation
R24-02	St. Michaels Lutheran Church	Roseville	Raingarden	\$15,860.00	Volume: 88% TSS: 82% TP: 79%	50% cost share of \$7,500 not to exceed 50%; or \$7,500 whichever cost is lower

48
49 ***It was moved by Manager Weinandt and seconded by Manager Robertson, to approve the Water Quality
50 Grant consent agenda as outlined in the above table, in accordance with RCWD Staff's Recommendation
51 based on established program guidelines, dated March 13, 2024. Motion carried 5-0.***

52 **OPEN MIC/PUBLIC COMMENT**

53 None.

54 **ITEMS REQUIRING BOARD ACTION**

55 **1. Citizen Advisory Committee (CAC) Member Appointment, Vacant Anoka County Position**

56 Communications & Outreach Manager Sommerfeld introduced Rebecca Keller and explained that
57 she had submitted a CAC application. She briefly reviewed Ms. Keller's background, education,
58 and experience.

59
60 President Bradley invited Ms. Keller to come to the podium and address the Board.

61
62 Ms. Keller explained that she had taught chemistry for about 15 years in St. Paul and noted that she
63 has always been interested in gaining a better understanding of native plants and how they interact
64 with their environment.
65

President Bradley expressed his appreciation to Ms. Keller for her interest in the CAC.

Motion by Manager Bradley, seconded by Manager Wagamon, to appoint Rebecca Keller for membership on the District's 2024 Citizen Advisory Committee. Motion carried 5-0.

The Board extended an official welcome to Ms. Keller.

Manager Weinandt noted that many on the Board started their career with the District by serving on the CAC.

2. Jacon, LLC Partial Pay Request #4 Anoka-Washington Judicial Ditch 3 Phase 2 Repair Project

Drainage & Facilities Manager Ricci reviewed the partial pay request #4 for Anoka-Washington Ditch 3, phase 2 repair project. She explained that the project is considered substantially complete but noted that they anticipate 2 additional payments. She noted that she did not foresee any problems unless they happen to get a lot of rain that would saturate the spoils and hinder spreading/leveling. She answered Board questions regarding the status with the DNR Public Water wetland, weather conditions that may affect the success of seeding, and when soil temperatures would be ready to begin the seeding process.

Motion by Manager Waller, seconded by Manager Bradley, to approve JACON LLC's partial pay request #4 as submitted and certified by the District Engineer and directs staff to issue a payment in the amount of \$42,869.94. Motion carried 5-0.

President Bradley expressed the Board's appreciation for the work Drainage and Facilities Manager Ricci had done and noted that he was sad to see her go.

3. Houston Engineering, Inc. Task Order 2023-012 Additional Service Request

Drainage & Facilities Manager Ricci explained that HEI Task Order 2023-012 Additional Service Request for the Anoka-Washington JD3 Branches 1, 2, and 4 (Phase 2) repair project. She stated that because of the contractor's construction operations and performance, it required additional staff time including engineering review.

The Board discussed ad valorem charges, the infrequency of this type of request for additional funds, the importance of 'knowing your ground' and whether that was the responsibility of the engineers, a situation in the past related to culvert placement and JD2, the importance of picking the right contractor, and the possible precedent that may be set by approving this request.

District Administrator Tomczik clarified that the additional services request under consideration is not just because of the challenges that the contractor had in the marsh with getting the machinery stuck, also a number of other contractor performance issues that required more intensive project observation and management than envisioned by the initial task order.

107
108 Drainage and Facilities Manager Ricci explained that staff and the engineers cannot determine
109 construction means for how the contractor completes the work. She noted that the District has
110 worked with this contractor before and they have successfully completed other projects and
111 clarified that she did not feel this was anything that could have been prevented on the front end.

112
113 District Administrator Tomczik stated that the District does not prescribe the methods that a
114 contractor takes to complete the work and noted that the contractor's staffing and employee
115 change-overs are beyond the District's control.

116
117 District Attorney Smith explained that the fundamental principle in this situation was to keep an
118 arms-length distance in the contract with the construction firm so that the liability for selection of
119 means and methods lies with the contractor.

120
121 The Board discussed the contract terms and payments, increased staff time to ensure the work was
122 completed accurately, 'red flags' prior to picking this contractor, the selection process for
123 contractors on a public bid, concerns about this additional expense actually being the responsibility
124 of the District, and citizen concerns that had been raised during this process.

125
126 ***Motion by Manager Weinandt, seconded by Manager Bradley, to authorize the Board President***
127 ***to execute the Additional Service Request for HEI Task Order 2023-012 in the amount of \$39,500.00***
128 ***for additional expended and contemplated construction management efforts, bringing the total***
129 ***cost of the task order to \$120,000.00.***

130
131 Manager Wagamon explained that he would vote in favor of this motion, but agreed with some of
132 the statements that were shared that just because the staff had asked the engineers to help, does
133 not absolve the contractor of their responsibilities.

134
135 Manager Waller explained that he would vote against this motion and noted that he felt it sets a
136 precedent and felt that the extra costs should be shared across the Board.

137
138 ***Motion carried 3-2 (Robertson and Waller opposed).***

- 139
140 **4. Check Register Dated March 13, 2024, in the Amount of \$121,304.20 Prepared by Redpath and**
141 **Company**
142 ***Motion by Manager Weinandt, seconded by Manager Bradley, to approve check register dated***
143 ***March 13, 2024, in the Amount of \$121,304.20 Prepared by Redpath and Company. Motion***
144 ***carried 5-0.***

145
146 **ITEMS FOR DISCUSSION AND INFORMATION**

- 147 **1. District Engineers Update and Timeline**

District Administrator Tomczik noted that the boundary project shows a 94% of the utilized budget, but only 85% of the work completed which appears to be similar to the item just discussed.

District Engineer Otterness explained that for this project they have not gone out of scope on the project so they would not charge the District for any overages that may occur. He noted that this is different than the inspection for JD 3, where the work out of scope for time in the field.

2. Administrator Updates

District Administrator Tomczik noted that following the workshop discussion regarding ACD 10-22-32 and the ACSIC he understood the direction to be to get the materials into the record. He stated that they have placed the presentations into the DrainageDB database, which is a publicly visible document database and the materials also reside in the District's meeting record. He noted that the information from the City of Columbus' engineer was also placed in the database. He stated that there is a Stormwater Management grant from 2019 with Willernie and the submittal of final materials has expired, and staff is using some administrative judgement in this situation and working with Willernie. He explained that the city engineer had passed away and there was some disconnect on some of the reporting as-built materials. He stated that staff is working with the City of Willernie to secure sufficient information to document completion in order to award the funds despite the expiration date having passed. He stated that RCD 2,3,5, also referred to as the I-35 Flood Mitigation Efforts, has been included in SF #4337 and he is hoping to hear from the House partners in the near future about a companion bill.

President Bradley noted that there has been talk about putting together a package to send to each of the Senators who represent the District advising them of this information.

District Administrator Tomczik explained that they were currently creating that communication as it relates specifically to Ramsey County and the three partner cities.

3. Managers Update

Manager Waller stated that with regard to the language difference between official profile and ACSIC, he would like something to be included in the record. He noted that it didn't necessarily need to be about ACD 10-22-32 but about the JD-2 which was the official profile that was done by 103E.701, Sub. 2. He stated that he does not want there to be confusion in the future. He stated that he visited with Senator Housley earlier in the week who encouraged the District to get the Senator on the bill to talk to the chairman of the Bonding Committee despite their announcement that they would not accept any new projects this session. He noted that he had attended the legislative meeting for the Minnesota Watersheds and noted that there were not many people there and he did not see any legislators in attendance. He outlined a few of the items that were discussed at the administrators meeting and the Executive Board meeting. He noted that they made the decision to move the annual meeting from Alexandria to Nisswa. He thanked District

188 Administrator Tomczik for taking the time to work with the City of Willernie due to the issues
189 following the loss of their engineer.

190
191 Manager Wagamon stated that he had voted for the additional services request discussed earlier in
192 the meeting but asked that staff and the consultants not take this as a sign that he would be a 'yes'
193 vote again for this same type of thing in the future.

194
195 **ADJOURNMENT**

196 ***Motion by Manager Robertson, seconded by Manager Bradley, to adjourn the meeting at 9:56 a.m.***

197 ***Motion carried 5-0.***

CONSENT AGENDA

The following items will be acted upon without discussion in accordance with the staff recommendation and associated documentation unless a Manager or another interested person requests opportunity for discussion:

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
23-010	PGA Investments, LLC	Forest Lake	Final Site Drainage Wetland Alteration	CAPROC 11 items
24-004	MVN, LLC	Columbus	Final Site Drainage	CAPROC 8 items
24-005	Lariat Companies, Inc.	Lino Lakes	Final Site Drainage	CAPROC 7 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated March 19th and 20th, 2024.

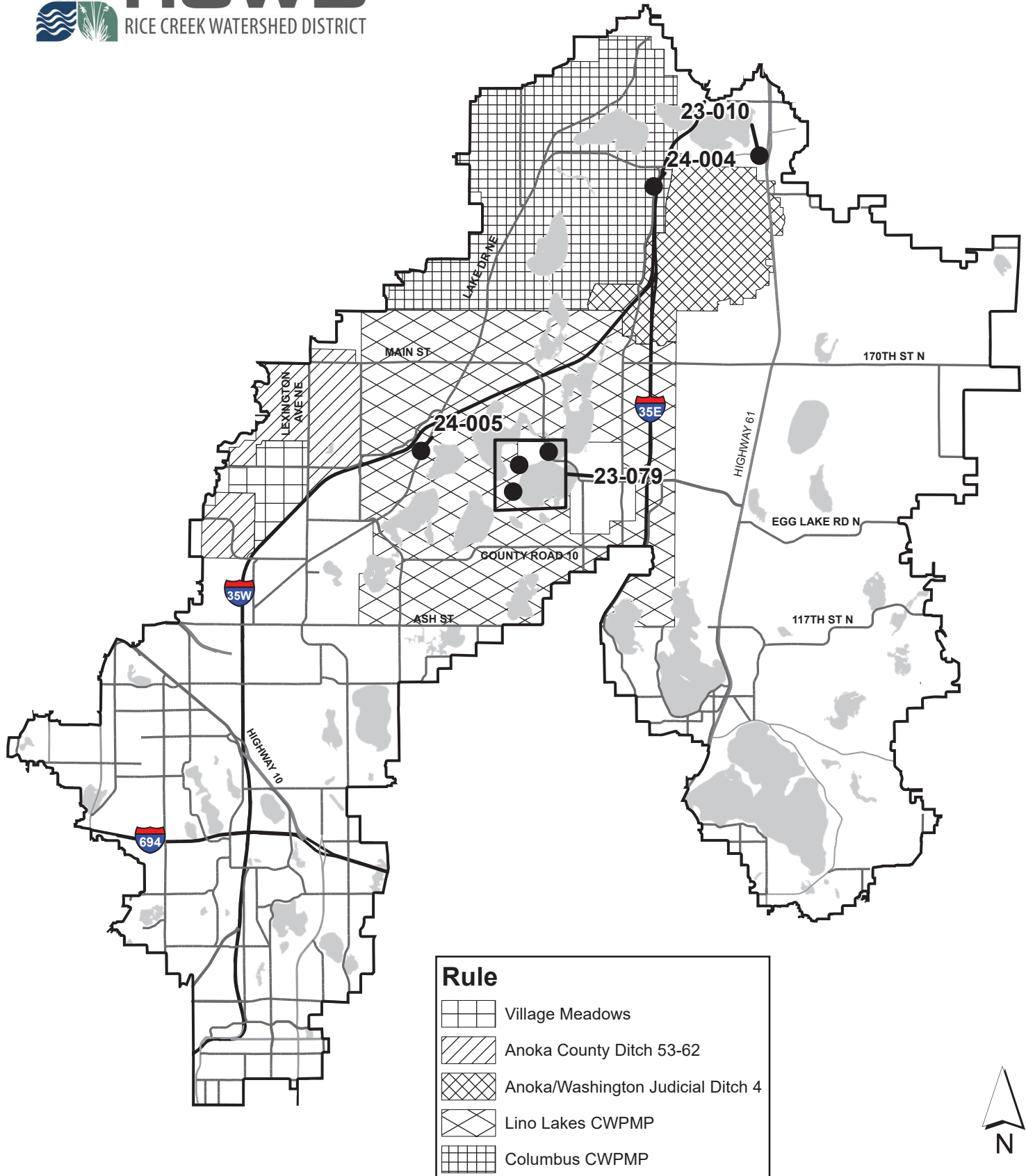
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**

March 27, 2024

It was moved by _____ and seconded by _____
_____ to Approve, Conditionally Approve Pending Receipt
Of Changes, or Deny, the Permit Application noted in the following Table of Contents, in
accordance with the District Engineer's Findings and Recommendations, as contained in
the Engineer's Findings and Recommendations, as contained in the Engineer's Report
dated March 19th and 20th, 2024.

TABLE OF CONTENTS

Permit Application <u>Number</u>	<u>Applicant</u>	Page	Recommendation
Permit Location Map		14	
23-010	PGA Investments, LLC	15	CAPROC
24-004	MVN, LLC	22	CAPROC
24-005	Lariat Companies, LLC	28	CAPROC



Permit Reviews
03/27/2024 Agenda



WORKING DOCUMENT: This Engineer's report is a draft or working document of RCWD staff and does not necessarily reflect action by the RCWD Board of Managers.

Permit Application Number:

23-010

Permit Application Name:

Forest Road North Lots – PGA Investments

Applicant/Landowner:

PGA Investments, LLC
Attn: Pete Olson
1345 Hunters Ridge
Lino Lakes, MN 55038
Ph: 612-290-3669
pgainvestmentsllc@gmail.com

Permit Contact:

Bloch Engineering, PLLC
Attn: Krystle Bloch
32210 Xeon Street NW
Cambridge, MN 55008
Ph: 507-995-2981
krystle@blochengineering.com

Jacobson Environmental, PLLC
Attn: Wayne Jacobson
5821 Humboldt Ave N
Brooklyn Center, MN 55430
Ph: 612-802-6619
jacobsonenv@msn.com

Project Name: Forest Road North Lots – PGA Investments

Purpose: FSD – Final Site Drainage, WA – Wetland Alteration; Establishment of a commercial building

Site Size: 3.6± acre lot / 2.62± acres of disturbed area; existing and proposed impervious areas are 0± acres and 1.36± acres, respectively

Location: 5865 Forest Road North, Forest Lake, MN

T-R-S: NE ¼, Section 20, T32N, R21W

District Rule: C, D, F

Recommendation: CAPROC

It is recommended that this Permit Application be given Conditional Approval Pending Receipt of Changes (CAPROC) and outstanding items related to the following items.

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:

- (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
- (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

Rule F – Wetland Alteration

- 2. Applicant must provide shape file of wetland boundaries; a condition of approval of the type and boundary delineation.

3. Applicant must provide a final updated replacement plan document addressing all changes from regulatory review.
4. Applicant must provide a "Transaction Form for Withdrawal of Wetland Credits from the Minnesota Wetland Bank", which is signed by the bank user and the bank seller
5. The applicant must provide proof of BWSR debiting wetland bank for the correct amount and type of wetland credit.

Administrative

6. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Final plans must include the following:
 - Ensure the datum is labeled.
 - Ensure final contours are correctly tied into the existing grades.
 - Label EOF elevation
7. The applicant has been notified that permit costs have exceeded \$7,500. The applicant is responsible for permit review costs in excess of \$9,000 and must pay any remaining balance due. Contact the District after all other conditions have been addressed for the final amount.
8. Submit a copy of the recorded plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City of Forest Lake).
9. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
10. The applicant must provide an attested copy of any and all signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
11. The applicant must submit a surety of \$9,200 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The applicant must provide the first \$5000 in the form of a check and has the option of providing the remainder of the surety amount in the form of a check or a Performance Bond or Letter of Credit. The surety is based on \$2,000 for 2.62 acres of disturbance and \$7,200 for 14,375 CF of storm water treatment.

Stipulations: The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, applicant agrees to these stipulations:

1. Provide an as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) to the District for verification of compliance with the approved plans before return of the surety.
2. Provide an as-built survey of wetland boundaries, quantifying the wetland impact area for verification of compliance with the approved plans

Exhibits:

1. Revised plan set containing 9 sheets dated 3-10-2024 and received 3-10-2024.
2. Permit application, dated 3-8-2023 and received 3-8-2023.

3. Updated Stormwater Calculations, dated 3-10-2024 and received 3-10-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
4. Updated Stormwater Calculations, dated 8-2-2023 and received 8-2-2023, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
5. Updated Stormwater Calculations, dated 7-17-2023 and received 7-20-2023, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
6. Updated Stormwater Calculations, dated 5-1-2023 and received 5-2-2023, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
7. Stormwater Calculations, dated 3-6-2023 and received 3-7-2023, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
8. Updated wetland replacement plan, dated and received 07-21-2023.
9. TEP comments, dated 05-30-2023, 08-08-2023, and 08-28-2023.
10. Geotechnical evaluation report dated 4-13-2023 and received 5-1-2023.
11. Natural Heritage Review Letter dated 4-17-2023 and received 5-1-2023
12. Natural Heritage Review Cover Page dated 2-21-2023 and received 5-1-2023
13. NWP39 wetland permit dated 3-23-2023 and received 3-23-2023
14. Minnesota Interagency Water Resource Application Form dated 2-20-2023 and received 2-22-2023
15. Review file 22-279R for wetland delineation

Findings:

1. Description – The project proposes to construct a new building with parking on a 3.6± acre parcel located in Forest Lake. The project will increase the impervious area from 0± acres to 1.36± acres and disturb 2.62± acres overall. The site generally drains from east to west over the project area into the pond, then out into the wetland on the north end of the site, where it flows north under 210th Street North, which then drains to the Resource of Concern, Clear Lake. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.
2. Stormwater – The applicant is proposing the BMP as described below for the project:

Proposed BMP Description	Location	NURP requirement	Volume provided	EOF
NURP Pond	Southwest region of site	14,375± cubic feet	18,435± cubic feet below the outlet	909.6±

Soils on site are primarily HSG D consisting of leans clays (CL) and clayey sands (SC). Thus, infiltration is not considered feasible and a stormwater pond is acceptable to meet the water quality

requirement. Per Rule C.6(c)(1), the Water Quality requirement is 2.2-inches over the new/reconstructed area (1.36± acres), however NURP sizing criteria governs.

The pond sizing, and outlets and overflows are consistent with the design criteria of Rule C.9(d). The applicant has treated 100% of the project area. Additional TSS removal is not required. Otherwise, the applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(d).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
210 th Street Storm Sewer	2.4	2.4	4.9	4.7	11.0	9.5

The project is not located within the Flood Management Zone. The applicant has complied with the rate control requirements of Rule C.7.

The applicant has complied with the freeboard requirements of Rule C.9(g).

3. Wetlands – Wetlands were delineated under review file 22-279R. A boundary decision was issued on 12-22-2022 and remains valid at the time of this application.

A replacement plan application was submitted to the District for proposed wetland impacts on 02-22-2023. The application was deemed incomplete until the applicant addressed special considerations under WCA 8420.0515 Subpart 2 and 3. A response was provided on 05-01-2023 including results from a formal DNR NHIS review which identified Blanding's turtles and how to avoid and minimize impacts during construction (subpart 10). The application was deemed complete and noticed to the TEP on 05-02-2023, and the comment period closed on 05-25-2023. The TEP commented on the purpose and need for the project, avoidance and minimization, and special considerations. The applicant provided a response to comments on 06-21-2023, 06-27-2023, and an updated replacement plan on 07-21-2023. RCWD provided further comments on the application on 08-08-2023. A response was provided by the applicant on 08-10-2023. Further RCWD comments were provided on 08-28-2023. The applicant went through site redesign to address both RCWD comments and comments from MnDOT regarding their future right-of-way needs with an upcoming project on Highway 97. The response was submitted to RCWD on 03-10-2024. The applicant has addressed all comments.

The applicant has provided an alternatives analysis, including discussion of impact avoidance, minimization and mitigation. Applicant has provided a no-impact alternative, a no permanent impact alternative, and several design alternatives with different layouts and amounts of buildings. The applicant has reasonably avoided and minimized wetland impacts to the extent possible. The applicant has addressed all comments and the TEP concurs that WCA impact sequencing is met.

Impact/Mitigation Table

Wetland Name (Location)	Impact Amount	Replacement Ratio	Required
Wetland 1	3,737 ft ²	2:1	0.1716

Wetland replacement will occur via wetland bank account #1762, in the amount of 0.1716 acres. The wetland bank is within the same major watershed and BSA of the project site. The applicant must provide the final BWSR withdrawal transaction form and demonstrate final withdrawal from the BWSR Bank.

4. Floodplain – The site is not in a regulatory floodplain.

5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrances and erosion control blanket. The project disturbs more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheets 6 and 7. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project does not flow to a nutrient impaired water (within 1 mile).
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).
9. Previous Permit Information – No previous permit information was found for this site.

I assisted in the preparation of this report under the supervision of the District Engineer.

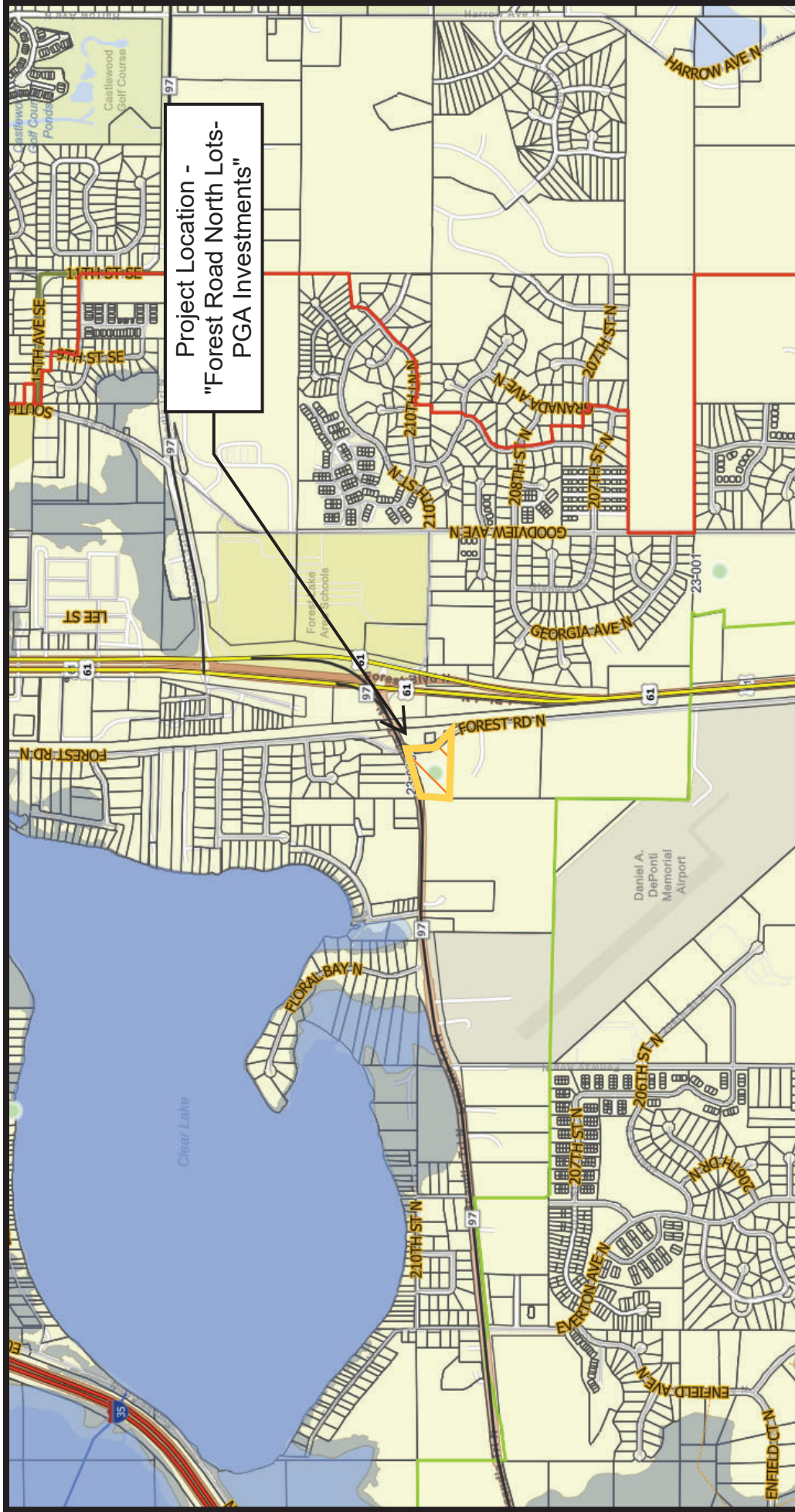
 03/20/2024

Griffin McComas, EIT

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.

 03/20/2024

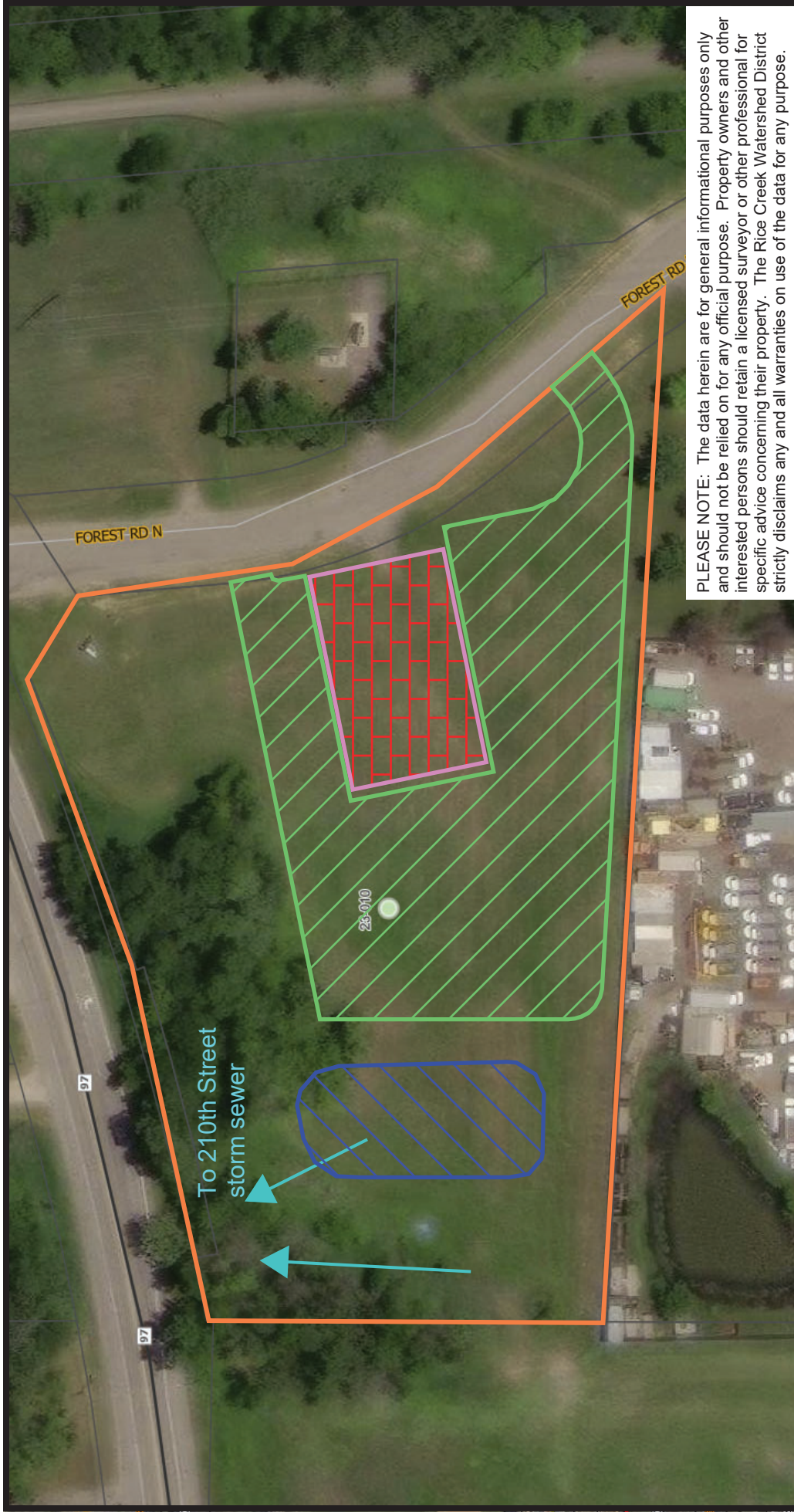
Katherine MacDonald, MN Reg. No 44590



Legend

-  District Boundary
-  Project Location
-  Public Waterway
-  Private Ditch





PLEASE NOTE: The data herein are for general informational purposes only and should not be relied on for any official purpose. Property owners and other interested persons should retain a licensed surveyor or other professional for specific advice concerning their property. The Rice Creek Watershed District strictly disclaims any and all warranties on use of the data for any purpose.

Legend

-  Bituminous Paving
-  Building
-  Project Location
-  Stormwater Pond
-  Drainage Arrow



Permit Application Number:

24-004

Permit Application Name:

Minnesota Veterinary Neurology

Applicant/Landowner:

MVN (Minnesota Veterinary Neurology), LLC
Attn: Melissa Carpentier
P.O. Box 722
St. Croix Falls, WI 54204
missdogs21@gmail.com

Permit Contact:

Widseth
Attn: Frank Brodeen
5368 266th Street
PO Box 730
Wyoming, MN 55092
Ph: 651-358-2345
Frank.Brodeen@widseth.com

Project Name: Minnesota Veterinary Neurology

Purpose: FSD – Final Site Drainage; Establishment of a veterinary facility specializing in neurological treatment.

Site Size: 3.0± acre parcel / 2.26 ± acres of disturbed area; existing and proposed impervious areas are 0 ± acres and 0.83 ± acres, respectively

Location: Parcel north of 15120 West Freeway Drive NE, Columbus

T-R-S: SE ¼, Section 24, T32N, R22W

District Rule: C, D, F

Recommendation: CAPROC

It is recommended that this Permit Application be given Conditional Approval Pending Receipt of Changes (CAPROC) and outstanding items related to the following items.

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:
 - (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
 - (f) Clear identification of all permanent erosion control measures. Show adequate stabilization of all pipes, culverts and EOFs. Ensure that the stabilization does not encroach into the wetlands.
 - (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

Rule F – Wetland Alteration

2. Applicant must provide a "Transaction Form for Withdrawal of Wetland Credits from the Minnesota Wetland Bank", which is signed by the bank user and the bank seller
3. The applicant must provide proof of BWSR debiting wetland bank for the correct amount and type of wetland credit.

Administrative

4. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board.
5. Submit a copy of the recorded plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City of Columbus).
6. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
7. The applicant must provide an attested copy of any and all signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
8. The applicant must submit a cash surety of \$4,100 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The surety is based on \$1,500 for 2.26 acres of disturbance, and \$2,600 for 5,214 CF of storm water treatment.

Stipulations: The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, applicant agrees to these stipulations:

1. Provide an as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) to the District for verification of compliance with the approved plans before return of the surety.
2. Provide an as-built survey of wetland boundaries, quantifying the wetland impact area for verification of compliance with the approved plans.

Exhibits:

1. Revised plan sheets C5.0 and C5.1, printed on 3-11-2024, received 3-11-2024
2. Updated plan set containing 26 sheets, located in the revised combined documents, received 2-28-2024.
3. Revised water quality summary, revised and received 3-11-2024.
4. Revised combined document packet, received 2-28-2024 containing:
 - Permit application, dated 1-16-2024
 - Certificate of Survey, dated 11-1-2023
 - Updated plan set containing 28 sheets, printed on 2-23-2024
 - Updated Stormwater Calculations, containing narrative, soil boring logs, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions dated 2-23-2024
5. Original combined packet containing same materials received 1-23-2024.
6. Wetland replacement plan, dated February 2024 and received 02-28-2024.
7. Review files 16-035R, 23-223R

Findings:

1. Description – The project proposes to construct a building and associated parking on a 3.0± acre parcel located in Columbus. The project will increase the impervious area from 0± acres to 0.83± acres and disturb 2.26± acres overall. Drainage flows south overland via a series of wetlands and private drainage channels to Rice Creek and then to Peltier Lake, the Resource of Concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.
2. Stormwater – The applicant is proposing the BMPs as described below for the project:

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Surface (bio)Filtration Basin 1	South of drive entrance	Rain guardian	3,485± cubic feet below the outlet	903.25
Surface (bio)Filtration Basin 2	North of drive entrance	Rain guardian	3,049± cubic feet below the outlet	902.6

Soils on site are primarily HSG D consisting of lean clays (CL) and clayey sands (SC). Thus, infiltration is not considered feasible and bio-filtration is acceptable to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 1.69-inches over the new/reconstructed area (0.85± acres) for a total requirement of 5,214± cubic feet.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 1-inch per hour. 16-inches of sand has been provided above the drain tile. The seasonal high-water table is estimated at elevation 896, which provides adequate separation. The applicant has treated 85% of the project area. Additional TSS removal is not practicable. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(c).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
To CSAH 54	0.7	1.1	2.2	1.9	5.3	4.2

The project is not located within the Flood Management Zone. The applicant has complied with the rate control requirements of Rule C.7 within tolerance of the model.

The applicant has complied with the bounce and inundation requirements of Rule C.8 and freeboard requirements of Rule C.9(g).

3. Wetlands – Wetlands within the property were delineated under review file 23-223R. A boundary decision was issued on 12-13-2023 and was amended on 12-20-2023 to clarify the approval is simply “approved” rather than “approved with conditions”. This approval remains valid at the time of this application. Wetlands were delineated within the CSAH 54 right-of-way under review 16-035R. This boundary decision was issued on 09-27-2016 and is expired. The footprint of wetlands within the county ROW are unlikely to change and RCWD is accepting of the expired delineation for this application purpose.

The project area is located within Zone 1 of the Columbus CWPMP boundary. Thus, the property is not subject to Wetland Management Corridor (WMC) requirements.

A replacement plan application was submitted to the District for proposed wetland impacts on 02-28-2024. The application was noticed to the TEP on 02-28-2024 and the comment period closed on 03-21-2024. The application will include 3,797 ft² of permanent wetland impact associated with the

extension of the road shoulder (as required by the Anoka County Highway Department). As there are no wetland impacts on the developing site, the TEP finds the impact reasonable.

The applicant has provided an alternatives analysis, including discussion of impact avoidance, minimization and mitigation. Applicant has provided a no-development alternative and no-impact alternative (which is not allowed by Anoka County Highway Department). Wetland impact cannot be avoided and the applicant has reasonably avoided and minimized wetland impacts to the extent possible. The applicant has addressed all comments and the TEP concurs that WCA impact sequencing is met.

The application included a MnRAM analysis for the impacted wetland. The MnRAM determined that Wetland 1 is severely degraded, therefore the applicable wetland replacement ratio is 1:1, consistent with Table F1.

Impact/Mitigation Table

Wetland Name (Location)	Impact Amount	Replacement Ratio	Required
Wetland 1	3,797 ft ²	1:1	3,797 ft ² (0.0872 acres)

Wetland replacement will occur via wetland bank account #1722, in the amount of 0.0872 acres. The wetland bank is within the contributing drainage area of the CWPMP consistent with Rule F 6(d)(5). The applicant must provide the final BWSR withdrawal transaction form and demonstrate final withdrawal from the BWSR Bank.

4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrance, inlet protection, erosion control blanket and rip rap. The project disturbs more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheets C.9.0 and C9.1. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project does not flow to a nutrient impaired water (within 1 mile).
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).
9. Previous Permit Information – Wetland delineation information for the property was submitted under review file 23-223R. Wetlands were delineated within the CSAH 54 right-of-way under review 16-035R.

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.



03/20/2024

Greg Bowles, MN Reg. No 41929



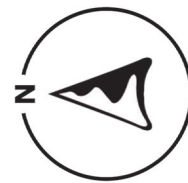
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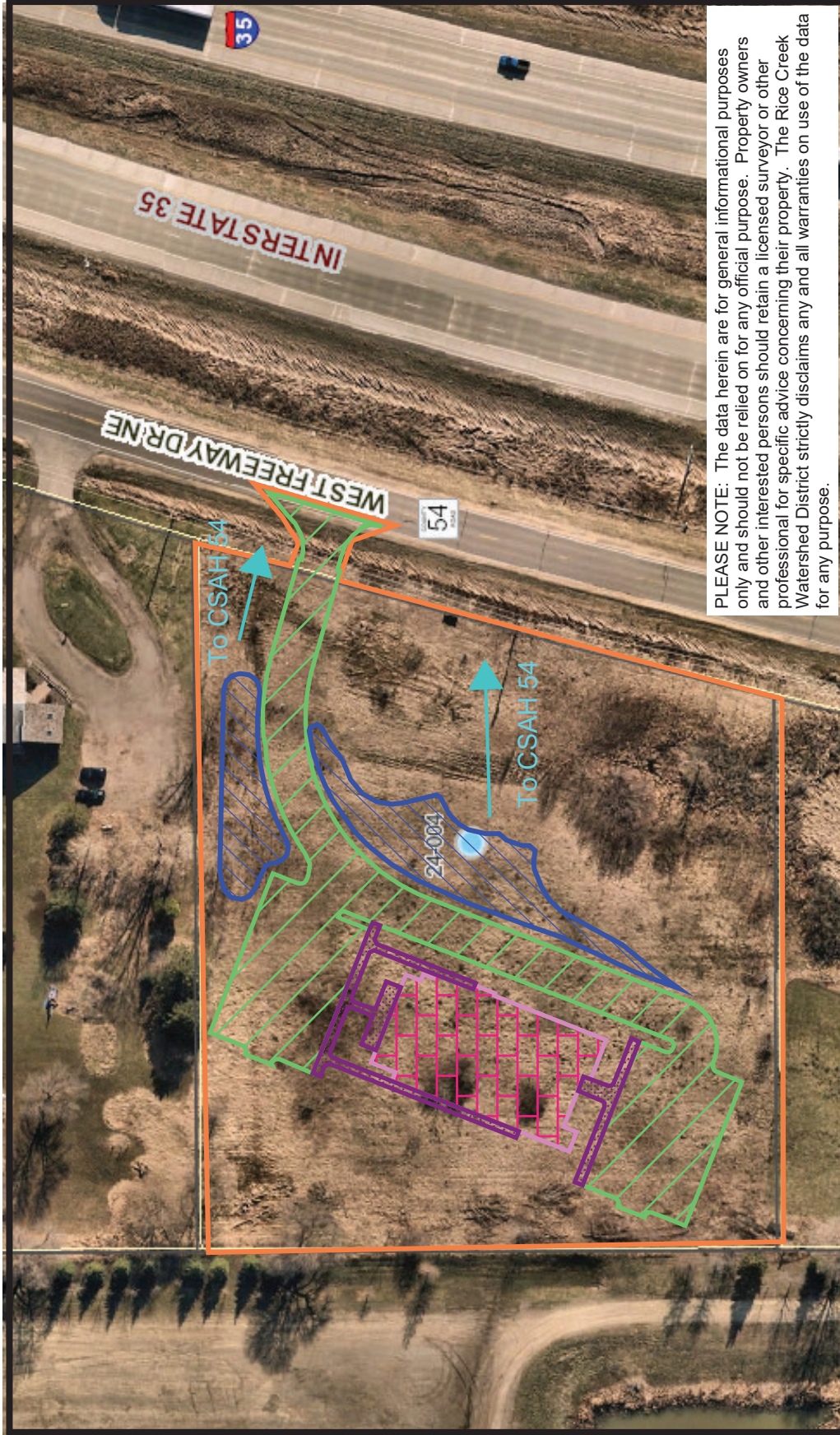
Katherine MacDonald, MN Reg. No 44590



Legend

-  Project Location
-  Public Ditch - Open Channel
-  Public Waterway
-  Private Ditch





Legend

-  Project Location
-  Parking lot
-  Building
-  Bio-filtration Basin
-  Sidewalk
-  Drainage Arrow





WORKING DOCUMENT: This Engineer's report is a draft or working document of RCWD staff and does not necessarily reflect action by the RCWD Board of Managers.

Permit Application Number:

24-005

Permit Application Name:

Lino Lakes Tech Center and Storage Facility

Applicant/Landowner:

Lariat Companies, Inc.
Attn: Kelly Adams
8345 Crystal Road
Eden Prairie, MN 55344
Ph: 952-955-7821
kelly.adams@lariatcompanies.com

Permit Contact:

Elan Design Lab
Attn: Steve Johnston
310 4th Ave S, STE 1006
Minneapolis, MN 55415
Ph: 612-260-7982
sjohnston@elanlab.com

Amcon
Attn: Wayde Johnson/Greg Kinney
6121 Baker Road STE 101
Minnetonka, MN 55345
wjohnson@amconconstruction.com
gkinney@amconconstruction.com

Lariat Companies, Inc.
Attn: Ed Flaherty
ed.flaherty@lariatcompanies.com

Project Name: Lino Lakes Tech Center and Storage Facility

Purpose: FSD – Final Site Drainage; Construction of 35,477 SF storage building with associated parking.

Site Size: 2.282± acre parcel / 1.469 ± acres of disturbed area; existing and proposed impervious areas are 0.144 ± acres and 1.485 ± acres, respectively

Location: 440 Park Ct. Lino Lake, MN 55014

T-R-S: SW ¼, Section 17, T31N, R22W

District Rule: C, D

Recommendation: CAPROC

It is recommended that this Permit Application be given Conditional Approval Pending Receipt of Changes (CAPROC) and outstanding items related to the following items.

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:

(c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.

(h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

Rule F – Wetland Alteration

2. Applicant must provide shape file of wetland boundaries; a condition of approval of the type and boundary delineation.

Administrative

3. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Final plans must include the following:
 - Ensure the datum is labeled.
 - Ensure outlet pipe in the outlet control structure detail (A1) matches the elevation provided in HydroCAD and plan sheet C301
 - Ensure that the approved wetland boundary lines are identified on the civil plans
4. Submit a copy of the recorded plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City of Lino Lakes).
5. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
6. The applicant must provide an attested copy of any and all signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
7. The applicant must submit a cash surety of \$4,000 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The surety is based on \$1,000 for 1.485 acres of disturbance, \$3,000 for 5,930 CF of storm water treatment.

Stipulations: The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, applicant agrees to these stipulations:

1. Provide an as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) to the District for verification of compliance with the approved plans before return of the surety).

Exhibits:

1. Revised Plan set containing 14 sheets dated 1-25-2024 and received 3-08-2024.
2. Plan set containing 14 sheets dated 1-25-2024 and received 02-05-2024.
3. Permit application, dated 2-05-2024 and received 2-05-2024.
4. Revised Stormwater Calculations dated 3-12-2024 and received 3-12-2024, containing narrative, drainage maps, soil borings, and HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
5. Revised Stormwater Calculations, dated 3-05-2024 and received 3-08-2024, containing narrative, drainage maps, soil borings, and HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
6. Stormwater Calculations, dated 1-26-2024 and received 2-05-2024, containing narrative, drainage maps, soil borings, and HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.

7. TEP Notice of Decision dated 03-07-2024.

8. Review file 17-173, 18-073, 23-092R

Findings:

1. Description – The project proposes to construct a 35,477 SF storage building with associated parking on a 2.282± acre parcel located at 440 Park Ct. Lino Lake. The project will increase the impervious area from 0.144± acres to 1.49± acres and disturb 2.50± acres overall. The project drains to a proposed infiltration basin, then to an existing pond near Park Court. From there, storm sewer conveys it to ACD 10-22-32 Main Trunk, and then to Marshan Lake, the Resource of Concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.

2. Stormwater – The applicant is proposing the BMP as described below for the project:

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Surface infiltration basin	On-stie- Western property line	Sump in CBMH1	6,694± cubic feet below the outlet	901.75

Soils on site are primarily HSG A consisting of sandy loams (SP-SM). Infiltration is considered feasible and required to meet the water quality requirement. Per Rule C.6(1), the Water Quality requirement is 1.1-inches over the new/reconstructed area (1.485± acres) for a total requirement of 5,930± cubic feet.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 0.45 inches per hour. The seasonal high-water table is estimated at elevation 890.5, which provides a minimum of three feet of separation. The project is not located within a DWSM area. The applicant has treated 99% of the project area. Additional TSS removal is not practicable. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(a).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
West to wetland	0.6	0.3	1.0	1.1*	5.2	5.1

*Increase is within model tolerance

The project is not located within the Flood Management Zone. The applicant has complied with the rate control requirements of Rule C.7.

The applicant has complied with the freeboard requirements of Rule C.9(g).

3. Wetlands – Wetlands were delineated review file 17-173R. The boundary decision was issued on 06-25-2018 and expired prior to this application. A new delineation was submitted under review file 23-092R. A boundary decision was issued on 03-07-2024 and remains valid at the time of this application. The project will not impact any wetlands.

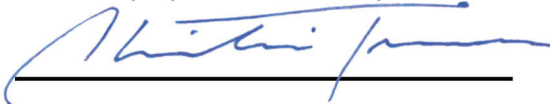
4. Floodplain – The site is not in a regulatory floodplain.

5. Erosion Control – Proposed erosion control methods include silt fence, check dams, filter logs, erosion control blanket, inlet protection and rip rap. The project disturbs more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheet 4. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with

RCWD Rule D requirements. The project is within 1 mile of Marshan Lake, which is impaired for nutrients.

6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).
9. Previous Permit Information – Under review file 17-173R a wetland delineation was completed for 440 Park Court. The self-storage development to the north was permitted under permit 18-073. Due to the 5-year limit, a wetland delineation was completed again under review file 23-092R.

I assisted in the preparation of this report under the supervision of the District Engineer.



03/19/2024

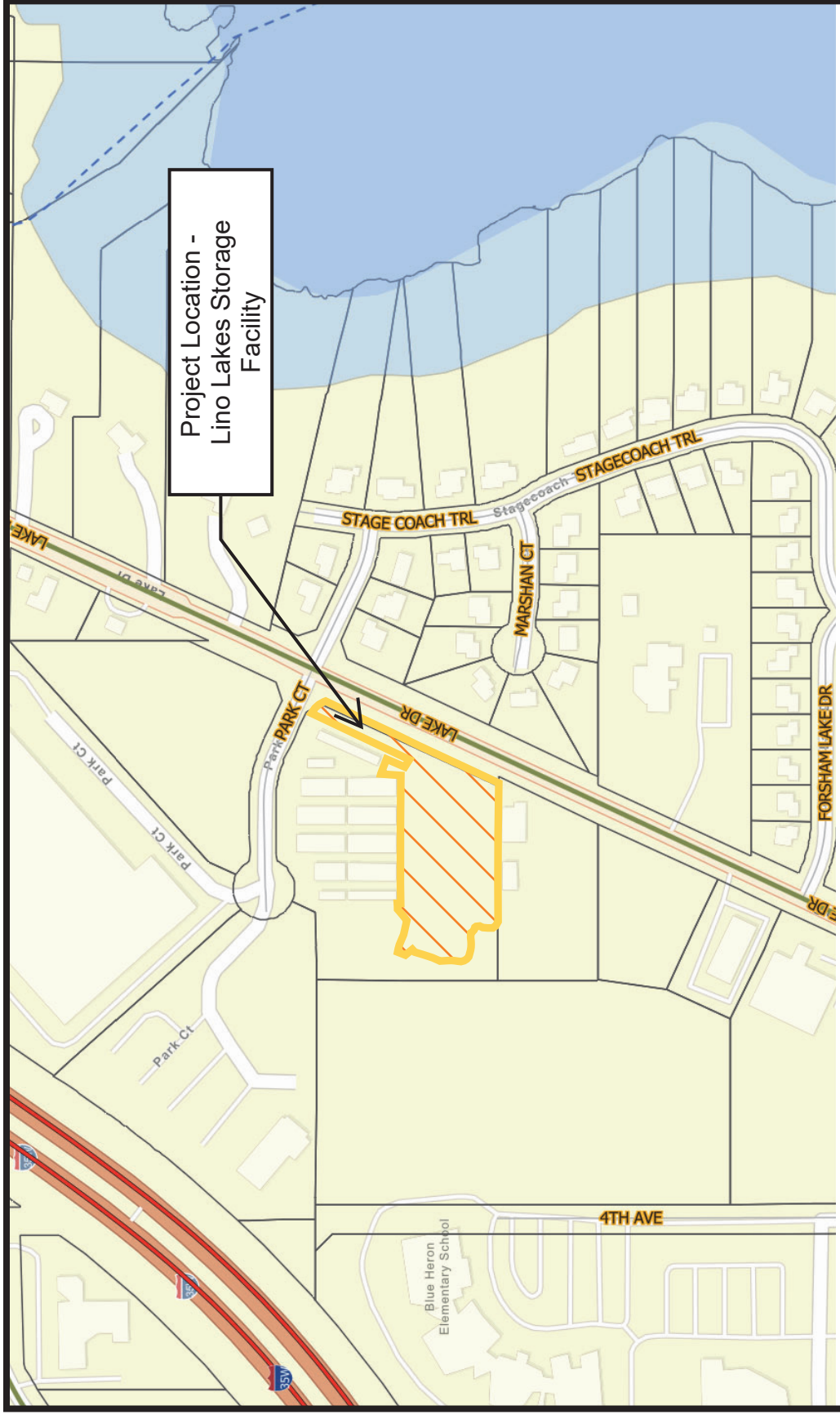
Christina Traner

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.



03/19/2024

Katherine MacDonald, MN Reg. No 44590

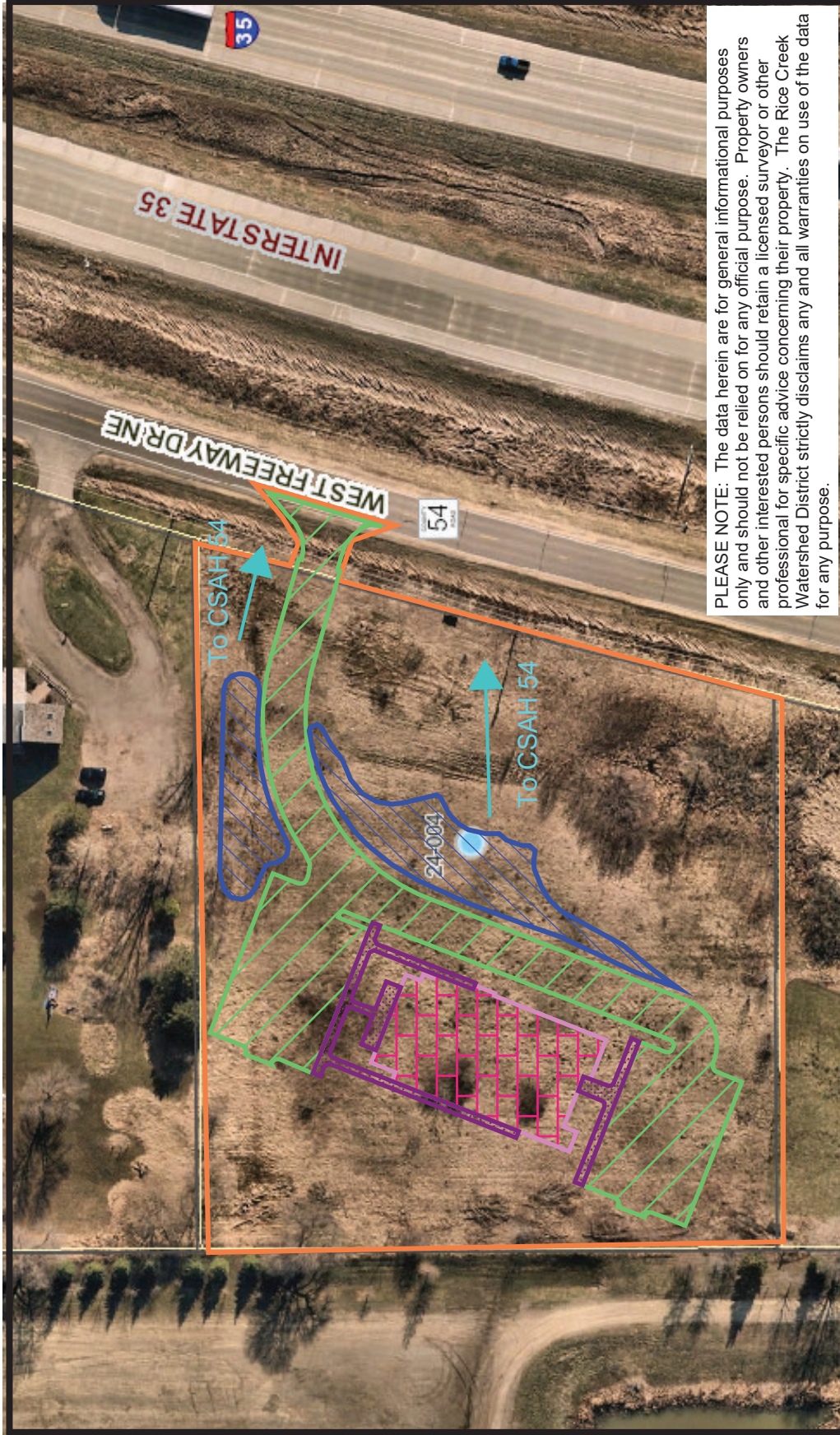


Legend

 Project Location

 Public Ditch - Open Channel





Legend

-  Project Location
-  Parking lot
-  Building
-  Sidewalk
-  Bio-filtration Basin
-  Drainage Arrow



PERMIT APPLICATIONS REQUIRING BOARD ACTION (PATRICK HUGHES)

No.	Applicant	Location	Plan Type	Recommendation
23-079	Anoka County	Lino Lakes	Final Site Drainage Wetland Alteration Floodplain Alteration	VARIANCE REQUEST CAPROC 12 items

Two Actions:

Variance Request

It was moved by Manager _____ and seconded by Manager _____, to Approve/Deny the Variance request for variance application 23-079 as outlined in accordance with RCWD District Engineer's Variance Technical memorandum, dated March 20, 2024.

Permit Application

It was moved by Manager _____ and seconded by Manager _____, to Approve/Deny permit 23-079 as outlined in the RCWD District Engineer's Findings and Recommendations, dated March 20, 2024.



WORKING DOCUMENT: This Engineer's report is a draft or working document of RCWD staff and does not necessarily reflect action by the RCWD Board of Managers.

Permit Application Number:

23-079

Permit Application Name: Rice Creek Chain of Lakes Park Reserve Roadway and Parking Lot Improvements

Applicant/Landowner:

Anoka County
Attn: Danielle Sanborn
550 Bunker Lake Blvd NW
Andover, MN 55304
Ph: 763-324-3426
Danielle.sanborn@anokacountymn.gov

Permit Contact:

Hakanson Anderson
Attn: Shane Nelson
3601 Thurston Ave
Anoka, MN 55303
Ph: 763-852-0479
ShaneN@haa-inc.com

Hakanson Anderson
Attn: Nikki McDermond-Spies
Ph: 763-427-5860
Nikkim@haa-inc.com

Project Name: Rice Creek Chain of Lakes Park Reserve Roadway and Parking Lot Improvements

Purpose: FSD – Final Site Drainage, WA – Wetland Alteration, FA – Floodplain Alteration; Reconstruction of the park entrance road, parking lots, trail, stormwater improvements, and other miscellaneous improvements.

Site Size: Multiple parcels along the roadway owned by Anoka County totaling 6,964± linear feet / 21.8 ± acres of disturbed area; existing and proposed impervious areas are 8.9 ± acres and 9.8 ± acres, respectively

Location: E Street, Rice Creek Chain of Lakes Facility, Lino Lakes and Centerville

T-R-S: Section 22, 21, 16, 15, T31N, R22W

District Rule: C, D, E, F

Recommendation: CAPROC

It is recommended that this Permit Application be given Conditional Approval Pending Receipt of Changes (CAPROC) and outstanding items related to the following items.

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:

- (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
- (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

Rule F – Wetland Alteration

2. Applicant must provide shape file of wetland boundaries; a condition of approval of the type and boundary delineation.
3. Applicant must provide a final updated replacement plan document addressing all changes from the regulatory review.
4. Applicant must provide a “Transaction Form for Withdrawal of Wetland Credits from the Minnesota Wetland Bank”, which is signed by the bank user and the bank seller
5. The applicant must provide proof of BWSR debiting wetland bank for the correct amount and type of wetland credit.
6. As a condition of permit issuance under Rule F.6(e)(9), a property owner must file on the deed a declaration, in a form approved by the District, establishing a vegetated buffer area adjacent to the delineated wetland edge within the final WMC. Alternatively, a public permittee may meet the perpetual maintenance obligation by executing a programmatic or project-specific maintenance agreement with the District. A draft must be submitted for review.
7. The property owner must convey to the District and record or register, in a form acceptable to the District, a perpetual, assignable easement over the WMC.
8. A map of the final WMC boundary must be prepared and submitted for approval, and a GIS shapefile or CADD file of the final WMC boundary shall be submitted to the District.
9. The applicant must provide a buffer signage plan including proposed signage and placement location for District consideration.

Administrative

10. Submit the permit application with the signature of the successful bidder to the District.
11. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Final plans must include the following:
 - Ensure the datum is labeled.
12. A public permittee may meet the perpetual stormwater maintenance obligation by executing a programmatic or project-specific maintenance agreement with the District. A draft document should be submitted to the District for consideration prior to execution. (The agreement process requires submittal of the final original signed agreement to the District. If the applicant needs an original of the signed agreement, then two endorsed final agreements should be submitted.)

Stipulations: The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, applicant agrees to these stipulations:

1. Provide an as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) to the District for verification of compliance with the approved.
2. Provide an as-built survey and computation of the floodplain fill and mitigation storage areas and volume for verification of compliance with the approved plans.
3. Provide an as-built survey of wetland boundaries, quantifying the wetland impact area for verification of compliance with the approved plans.

4. Installation of permanent, freestanding markers at development side edge of buffer, wetland or otherwise, with a design and text approved by District staff in writing and in compliance with the approved plans.

Exhibits:

1. Revised plan set containing 109 sheets dated and received 2-09-2024.
2. Permit application receipt, dated 12-5-2023 and received 12-5-2023.
3. Revised Stormwater Calculations, dated and received 2-09-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
4. Revised Stormwater Calculations, dated 1-25-2023 and received 1-26-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
5. Stormwater Calculations, dated 11-6-2023 and received 12-5-2023, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
6. SWPPP dated 11-6-2023 and received 12-5-2023.
7. Geotechnical Report dated 11-24-2021 and received 12-26-2023.
8. Updated Soil Borings dated 12-12-2023 and received 12-26-2023.
9. Response to TEP comments, dated and received 03-19-2024.
10. Proposed WMC figure, dated and received 03-19-2024.
11. Additional TEP comments, dated 03-01-2024.
12. Final wetland memo, dated and received 02-09-2024.
13. TEP comments, dated 01-26-2024.
14. Wetland permit application amendment memo, dated 12-21-2023 and received 12-26-2023.
15. Wetland permit application, dated 12-04-2023 and received 12-05-2023.
16. Review file 16-132R, 21-221R, 21-288R.

Findings:

1. Description – The project proposes to reconstruct the park entrance road, parking lots, trail, stormwater improvements, and other miscellaneous improvements on multiple parcels within the Anoka County Rice Creek Chain of Lakes Park reserve in Lino Lakes and Centerville. The project will increase the impervious area within the project area from 8.9± acres 9.8± acres and disturb 21.8± acres overall. The project is located in 3 Resources of Concern. The road splits to George Watch Lake and Centerville Lake with a small portion near the entrance draining to Peltier Lake. Drainage patterns will remain unchanged. The applicant is a public entity and therefore is not charged an application fee.

2. Stormwater – The applicant is proposing the BMPs as described below for the project:

BMP Description	Location	Pretreatment/ NURP requirement	Volume provided	ROC	EOF
Existing Pond 100	Next to boat launch	15,377± CF	36,137± CF	Centerville	NA*
Existing Pond 101	South of beach parking lot	18,861± CF	19,896± CF	Centerville	NA*
Existing Filtration Pond 102	South of maintenance building	Vegetative strip	2,182 CF	George Watch	891±
Existing Pond 103	Northwest of maintenance building	Not used to meet water quality – See variance			
Proposed Pond 1	East of road near station 11+00	5,314± CF	19,896± CF	Centerville	888.0
Proposed Pond 2	West of road near station 41+00	15,812± CF	18,065± CF	George Watch	889.0
Proposed Pond 3	West of road near station 52+00	33,585± CF	40,821± CF	George Watch	886.3
Filtration Pond 4	South end of beach parking lot	Vegetative strip	1,292± CF	Centerville	Parking lot curb
Filtration Pond 5	Middle of beach parking lot	Vegetative strip	3,395± CF	Centerville	Parking lot curb
Filtration Pond 6	North end of beach parking lot	Vegetative strip	1,661± CF	Centerville	Parking lot curb
Storage areas P13A and P13B	West of maintenance building	Rate Control only			

*No structures in the contributing drainage area

Soils on site range from HSG A/B poorly graded sand with silt to HSG D lean clays. The mix of soils are not adequate to support infiltration. Thus, infiltration is not considered feasible and bio-filtration and NURP ponds are acceptable to meet the water quality requirement. The project has 9.0± acres of new and reconstructed surface that requires treatment under Rule C.6(c)(1). The applicant has adequately treated 74% via the BMPs listed above and has requested a variance for the remainder of the Rule C.6(e) requirement.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours. A 12-inch depth of sand has been provided above the drain tile. The seasonal high-water table is estimated at elevation 885.0, which provides adequate separation. The pond sizing, and outlets and overflows are consistent with the design criteria of Rule C.9(d). The applicant has treated 74% of the project area. Additional TSS removal is not practicable. The applicant has met all the Water Quality requirements of Rule C.6(c) and (d) and has requested a variance from of Rule C.6(e).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Centerville Lake	4.6	3.2	8.5	5.4	20.7	13.9
George Watch Lake	11.4	4.6	25.1	10.7	59.4	29.9
Peltier Lake	2.4	2.0	4.8	4.5	8.4	8.9
Totals	18.4	9.8	38.4	20.6	88.5	52.7

The project is not located within the Flood Management Zone. The applicant has complied with the rate control requirements of Rule C.7 within tolerance of the model.

The applicant has complied with the freeboard requirements of Rule C.9(g).

3. Wetlands – Wetlands were delineated under review file 21-288R. A boundary decision was issued on 11-24-2021 and remains valid at the time of this application.

The project area is partially located within the Lino Lakes CWPMP boundary, and those portions of the project are subject to Wetland Management Corridor (WMC) requirements per C.10(d) and F.6(b)(2).

A replacement plan application was submitted to the District for proposed wetland impacts on 12-05-2023. Additional information was submitted on 12-26-2023 to satisfy the requirements for a complete application. The application was noticed to the TEP on 12-28-2023 and the comment period closed on 01-24-2024. The proposed project will include 12,688 ft² of permanent wetland impact for fill and excavation along the reconstructed roadway. The project will also include approximately 2.18 acres of impact to incidentally created wetlands. The TEP commented on the need for more information regarding the minimum design standards for the roadway, additional information to support the incidental determinations, the need to assess areas that previously received replacement credit under RCWD #99-150, and the need for meeting the WMC requirements. The applicant responded to each TEP comment and the TEP concurs all comments have been addressed. The project includes disturbance to areas that received upland buffer replacement credit from RCWD permit #99-150 and these areas will be seeded and restored to their original design function. Additionally, the project will include excavation of accumulated sediment from a sediment basin also constructed as replacement credit under #99-150. The excavation will match the design from the previous permit and qualifies for no-loss criteria.

The applicant has provided an alternatives analysis, including discussion of impact avoidance, minimization and mitigation. Applicant has provided a no-build alternative and a complete avoidance alternative, which would fail to meet MnDOT and SPRA safety standards. The applicant has reasonably avoided and minimized wetland impacts to the extent possible by providing a steeper slope beyond the roadway clear zone than is recommended. The applicant has addressed all comments and the TEP concurs that WCA impact sequencing is met.

The application included a MnRAM analysis for the impacted wetlands. The MnRAM determined that Wetlands 1/7/43 are high quality, and Wetlands 17/46/47 are moderately degraded in the location of the proposed impacts. The project includes proposed wetland impact to wetlands that are within the preliminary WMC and must define the site-level WMC, per F.6(b)(2)(i). Portions of the project area have a WMC easement that was established under RCWD permit #17-016. The applicable wetland replacement ratios are 3:1 for Wetlands 1/7/43 and 2:1 for Wetlands 17/46/47, consistent with Table F1.

Impact/Mitigation Table

Wetland Name (Location)	Impact Amount	Replacement Ratio	Required
Wetland 1	950	3:1	2,850
Wetland 7	4,057	3:1	12,171
Wetland 17	835	2:1	1,670
Wetland 43	2,339	3:1	7,017
Wetland 46	3,097	2:1	6,194
Wetland 47	1,410	2:1	2,820
Total	12,688 ft ²		32,722 ft ² (0.7512 acres)

The property owner must file on the deed a declaration in a form approved by the District establishing a vegetated buffer area adjacent to the delineated wetland edge within the final WMC and other wetland buffers approved as part of a permit under this Rule. The declaration must state that on further subdivision of the property, each subdivided lot of record shall meet the monumentation requirement of Section 6(e)(8). On public land or right-of-way, in place of a recorded declaration, the public owner may execute a written maintenance agreement with the District. The agreement will state that if the land containing the buffer area is conveyed to a private party, the seller must file on the deed a declaration for maintenance in a form approved by the District.

A map of the final WMC boundary must be prepared and submitted to the District for approval, per Rule F.6(b)(4). The map will reflect any change to the boundary as a result of the permitted activity. The final WMC, including associated buffer, shall be subject to an easement in favor of the District as described in Section 6(f). A GIS shapefile or CADD file of the final WMC boundary shall be submitted to the District.

The property owner must convey to the District and record or register, in a form acceptable to the District, a perpetual, assignable easement granting the District the authority to monitor, modify and maintain hydrologic and vegetative conditions within the WMC wetland and buffer adjacent to WMC wetland, including the authority to install and maintain structural elements within those areas and reasonable access to those areas to perform authorized activities, per Rule F.6(d)(f). The WMC shall be identified and delineated as part of the recorded easement. (wetland easement)

Wetland replacement will occur via wetland bank account #1722, in the amount of 0.7512 acres. The wetland bank is within the contributing drainage area of the CWPMP consistent with Rule F.6(d)(5). The applicant must provide the final BWSR withdrawal transaction form and demonstrate final withdrawal from the BWSR Bank.

4. Floodplain – The floodplain elevation for George Watch Lake is 887.1(NAVD 88). The applicant has placed 22,530 cubic feet of fill and created 123,354 cubic feet of mitigation. The floodplain elevation for Centerville Lake is 887.9 (NAVD 88). The applicant has placed 11,367 cubic feet of fill and created 38,903 feet of mitigation. The project complies with Rule E requirements.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrance, inlet protection, bio logs, floating silt curtain, and rip rap. The project disturbs more than 1 acre; an NPDES permit is required. The SWPPP is located in a separate document. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project is within 1 mile of Peltier, George Watch and Centerville Lakes which are all impaired for nutrients.

6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must execute an agreement with the RCWD for the maintenance of the stormwater facilities.
9. Previous Permit Information – Previous permits and review files on site include 99-150, 09-016, 09-063, 12-039, 17-016, 16-123R, 21-221R and 21-228R.

I hereby certify that this plan, specification or report was prepared by me or under my direct supervision and that I am a duly Registered Professional Engineer under the laws of the state of Minnesota.



03/20/2024

Greg Bowles, MN Reg. No 41929



03/20/2024

Katherine MacDonald, MN Reg. No 44590

Technical Memorandum

To: Rice Creek Watershed District
Board of Managers

From: Kate MacDonald, PE
Houston Engineering, Inc.

Through: Chris Otterness, PE

Subject: Variance Request for Rice Creek Chain of Lakes Park Reserve Roadway and Parking
Lot Improvements, RCWD #23-079

Date: March 20, 2024

Cc: Nick Tomczik, RCWD
Danielle Sanborn (Applicant)

INTRODUCTION

Danielle Sanborn, as the project applicant, has submitted a written request for a variance from Rice Creek Watershed District (RCWD) Rule C.6.(e), which requires that the area not treated for phosphorus may not exceed 15 percent of all the new or reconstructed impervious surface. The District Engineer evaluated the variance request per RCWD Rule L for Permit 23-079, as provided in the Request for Variance (Exhibit 1) dated February 8, 2024 and received on February 9, 2024.

The District Engineer evaluated the variance request by applying the practical difficulties test set forth in the municipal variance statute and incorporated by prior-adopted policy into the variance standard of the District. This standard is applied through the Board of Managers' consideration and weighing of the following criteria:

- (a) How substantial the variation is in relation to District Rule requirement(s);
- (b) the effect the variance would have on government services;
- (c) whether the variance will effect a substantial change in the character of the watershed resources or will be a substantial detriment to neighboring properties;
- (d) whether the practical difficulty can be alleviated by a feasible method other than a variance (economic considerations play a role in the analysis under this factor);
- (e) how the practical difficulty occurred, including whether the landowner created the need for the variance; and
- (f) whether in light of all of the above factors, allowing the variance will serve the interests of justice.

Ultimately, the Board determines whether consideration of the above criteria supports approval of a variance. The text below reviews the technical aspects of the proposal as they relate to the above criteria. The Board may exercise discretion in analyzing the applicant's compliance with the variance criteria – both generally and with regard to the application of the individual variance (and other rule) criteria. The Board may also require input from legal counsel. Nothing herein should be construed as rendering a legal opinion.

PROJECT SUMMARY

The project proposes to reconstruct a roadway that is roughly 7,000 feet long as well as reconstruct parking lots, walking trails, and a park. The property is nestled between Peltier Lake, Centerville Lake and George Watch Lake on property that is part of the Rice Creek Park Reserve. The project drains to George Watch Lake, Peltier Lake and Centerville Lake, each of which is identified as Resources of Concern (ROC) under the RCWD Rules. The property will have 21.8 acres of land disturbance and 9.0 acres of new or reconstructed impervious surface that require treatment. Impervious surface area will increase by 0.9 acres. The applicant is treating 74% of the proposed new or reconstructed impervious surface. District Rule C.6.(e) requires a minimum of 85% treatment of the impervious surface area. The applicant has requested a variance from the RCWD Rule C.6.(e) minimum treatment requirement.

EVALUATION OF CRITERIA

Per practical difficulties criterion (a), the applicant is proposing to treat 74% of the new and reconstructed impervious surface which is short of the required 85% per rule C.6.(e). This shortage equates to approximately 2.3± acres of impervious surface.

Per criterion (ii), issuance of a variance for the roadway and parking lot improvements project is not expected to increase the cost or difficulty of providing governmental services.

Per criterion (iii), which sets the criteria for consideration of whether the variance will affect a substantial change in the character of resources within the watershed, the District Engineer used three criteria to assess substantial change: 1) water quality, defined as the quantity of pollutants such as phosphorus and suspended sediment leaving the site and the potential for degrading water quality downstream; 2) the presence of and potential impact to special and impaired waterbodies as defined by various laws including the Minnesota Pollution Control Agency stormwater program, whether a water body is impaired and related designations including Wild and Scenic or Outstanding Natural Resource Value designations; and 3) flooding, the potential for flood damages or other adverse hydrologic impacts.

In assessing whether a substantial change in the character of the watershed resources may occur, we considered, not exclusively but as a measure of impact, the presence of and potential impact to the following:

- a 303(d) listed water body (i.e., an impaired water);
- a high quality or non-degraded wetland;
- a federally listed threatened or endangered species or state threatened, endangered or species of special concern and their critical habitat;
- a Scientific and Natural Area as defined by the Minnesota Department of Natural Resources;
- resources protected from degradation as identified within 7050.0180 Nondegradation for Outstanding Resource Value Waters; and
- other generally sensitive resources.

While Peltier Lake, Centerville Lake and George Watch Lake are impaired for nutrients, non-compliance with the treatment requirements of Rule C.6.(e) is not expected to affect above mentioned watershed resource criteria. The majority of the project consists of reconstruction of the impervious surface, which does not significantly change pollutant loading. However, since the applicant is providing water quality treatment for 74% of the impervious surface area where there was no treatment before, the project provides a net increase in water quality treatment and a net decrease in pollutant loading to the ROCs.

The untreated areas of the project are located along the existing sections of roadway adjacent to the lakes and wetlands. Fully treating these areas would require fill to construct any BMPs, resulting in negative impact to the resources. The project is currently compliant with all other District Rules except for Rule C.6.(e).

Per criterion (iii) and whether issuing the variance has a negative effect to the neighboring properties, we considered whether the granting variance will:

- cause or contribute to a change in the 100-year floodplain elevation immediately downstream or upstream of the project site;
- increase the frequency or magnitude of flood damages to adjacent properties; or
- increase hardship downstream from peak flow and flood duration.

The project is proposing to fill within the floodplain of both Centerville Lake and George Watch Lake which will be mitigated in compliance with Rule E. The project will meet the rate control requirements of Rule C.7. Therefore, the project is not expected to have a negative effect on adjacent properties or increased flows downstream.

Per criterion (d), an assessment of whether the practical difficulty can be alleviated by a feasible method other than a variance (economic considerations play a role in the analysis under this factor) is necessary.

There are two locations of the reconstructed impervious surface that would be very difficult to treat, as the roadway is surrounded by wetland or public waters on both sides. For both locations, it may be possible to route water to a BMP by raising the roadway to allow storm sewer to convey stormwater to a BMP. This would require raising the road roughly 5 to 6 feet and would result in wetland impacts. For these reasons, the applicant has indicated that no feasible methods are available to alleviate the practical difficulty. The District Engineer finds the applicant's assessment to be reasonable.

Per criterion (v), we considered how the practical difficulty occurred, including whether the landowner created the need for the variance. Other than the current request for the variance, the District Engineer finds that no previous actions by the current landowner led to the need for the variance application. The proximity of the roadway to the wetlands is a condition that has existed for many years. The need for variance was created by the requirement to treat reconstructed impervious surface. Per the discussion above, the applicant has indicated that the proposed project design will reduce runoff rates and treat as much reconstructed surface possible without impacting wetlands, thus has requested variance from the treatment requirement of Rule C.6.(e).

In consideration of criterion (vi), some determination of whether in light of all of the above factors, allowing the variance will serve the interests of justice is necessary. This criterion lies largely in the Board's domain as it involves judgments of a non-technical nature. There are no known adverse impacts for granting the variance.

Another consideration is the relationship of the existing rule to the public interest. The intent of Rule C.6.(e) is to protect downstream resources from flooding and pollutants due to increased runoff from impervious and disturbed ground surface. Most of the impervious surface in this permit is reconstructed and the amount of treatment they are adding will reduce the total amount of pollutants and flooding volumes discharged from the site in aggregate.

EXHIBITS:

1. Variance request form dated 2-8-2024 and received 2-9-2024.

Exhibit A
Variance Request

The applicant's signature below affirms that the applicant has carefully read Rice Creek Watershed District Rule L, Variances, and the Permit Variance Guidance (effective July 1, 2013).

Date: February 8, 2024

Permit # 23-079

Applicant: Anoka County

Address: 550 Bunker Lake Blvd NW, Andover MN 55304

Telephone number: 763-324-3426

Email: Danielle.Sanborn@anokacountymn.gov

Property location and county property identification number:

Rice Creek Park Reserve

PID 15-31-22-42-0001

PID 15-31-22-31-0001

PID 15-31-22-32-0001

PID 15-31-22-33-0002

PID 15-31-22-33-0004

PID 22-31-22-22-0001

PID 21-31-22-11-0001

PID 21-31-22-14-0001

For all items below, attach additional sheets if necessary.

1. RCWD Rule from which variance is requested (circle applicable rule(s) and cite section/paragraph of rule):

A B **C** D E F G H I J

RULE C: STORMATER MANAGEMENT.6.e – “.....the area not treated for phosphorous may not exceed 15 percent of all the new or reconstructed impervious surface”

2. Project description:

Reconstruction of the Park Entrance Road, parking lots, trail, stormwater improvements, and other miscellaneous improvements.

3. Requirements of applicable rule(s) from which variance is being requested:

We are requesting a variance from Rule C: STORMWATER MANAGEMENT.6.e. Specifically, we are requesting a variance from “the area not treated for phosphorous may not exceed 15 percent of all the new or reconstructed impervious surface.”

4. Are you requesting a variance pursuant to ☐ Undue Hardship or ☒ Practical Difficulty standard (check one or both)? Please complete following sections accordingly. Greater specificity will benefit your request.

a. Description of Undue Hardship (must not rest entirely on economic burden).

b. Description of Practical Difficulty (must not rest entirely on economic burden).

If requesting variance under Practical Difficulty standard, please respond to the following:

(i) How substantial is the requested divergence from the District rule?

A total of 74% of the reconstructed impervious surface will be treated with this project vs. the RCWD Rule of 85%.

100% of the reconstructed parking lot areas will be treated and a substantial portion of the reconstructed entrance road and trails will be treated, where feasible.

The un-treated portion of reconstructed impervious surface is primarily a segment of the park entrance road and adjacent trail in the location of the wetland crossing(s) south of the Beach Parking Lot. In this location, there are existing wetland features on both sides of the roads.

There is also a small portion of entrance road and trail on the north side of the project that is not feasible to provided stormwater treatment for due to a wetland complex on the west side and an Archaeological site on the east side.

Due to the location of the existing wetland complexes, the archaeological site, and the park entrance road it is unfeasible to direct these reconstructed impervious surfaces to a constructed stormwater BMP.

- (ii) In what respects, and to what extent, would the variance increase the cost or difficulty of providing governmental services?

If granted, the variance will not result in increased cost or difficulty in providing governmental services.

- (iii) How would the variance change the character of the water resource or be a detriment to neighboring properties?

There will be no change in the character of the water resource or neighboring properties. The road and adjacent trail are existing in this location, and will be reconstructed in the same location as the existing facilities. Therefore, there will be no adverse impacts to the water resource or neighboring properties.

- ~~iv~~ ~~(iii)~~ How can your project goals be met without a variance? Is any of these alternatives infeasible or economically unreasonable?

We have considered the option of raising the road to allow for storm sewer to be installed to convey stormwater to a stormwater BMP. However, this option would result in raising the road elevation 5-6 feet and would result in significant wetland impacts. The significant wetland impacts would not be approved as there is a more feasible option to reconstruct the road with greatly reduced wetland impacts.

- ~~v~~ ~~(iv)~~ What is the cause of the practical difficulty? Did you or a prior landowner contribute to circumstances creating the practical difficulty?

The cause of the practical difficulty is the location of the existing wetland complexes. To our knowledge, no activities by the current or prior landowner have contributed to the circumstances creating the practical difficulty.

- ~~vi~~ ~~(v)~~ How do the interests of justice weigh in granting the variance?

There are no known adverse impacts for granting the variance.

5. Will the proposed activity, if conducted in accordance with the requested variance rather than the strict terms of the District rule:

- a. Have an adverse effect on public health, safety or welfare?

No, there are no known adverse effects on public health, safety or welfare.

- b. Create public expense?

No, granting the variance will not create public expense.

- c. Adversely affect water quality, water control or drainage in the District?

No, granting the variance will not adversely affect the water quality, water control or drainage in the District.

6. How would granting the variance be consistent with the spirit and intent of the District rules, generally, and the rule from which the variance is requested?

This project is consistent with the spirit and intent of the RCWD Rules as it will provide a substantial water quality benefit as compared to the existing conditions. As depicted in the Construction Plans and Stormwater Management Plan, three (3) new wet sedimentation basins are proposed and will provide stormwater treatment to a significant portion of impervious surface that was previously untreated.

Additionally, this project proposes to reconstruct the existing stormwater infiltration basins near the public beach parking lot to restore and improve water quality treatment and water quantity. The existing stormwater infiltration basins are not functioning well and are providing little water quality treatment. This project proposes to reconstruct the basins to meet current filtration basin design standards and will provide a substantial water quality and water quantity improvement.

Further, this project will re-direct and provide treatment for the contributing drainage area that is near the Maintenance Facility and is currently being directed to a non-functioning infiltration basin. This project will re-direct the stormwater to an expanded stormwater filtration basin on the south side of the Maintenance Facility.

Lastly, the accumulated sediment in the sediment basin located on the south side of the Boat Launch Parking area is proposed to be removed to restore the original treatment capacity. There is approximately 2 feet of sediment in the sediment basin, and removing the accumulated sediment will restore the function of the basin, resulting in the discharge of treated stormwater to the adjacent (existing) wetland mitigation area.

Overall, the proposed project will provide a significant water quality and water quantity benefit and has been designed to provide treatment to the Maximum Extent Practical.

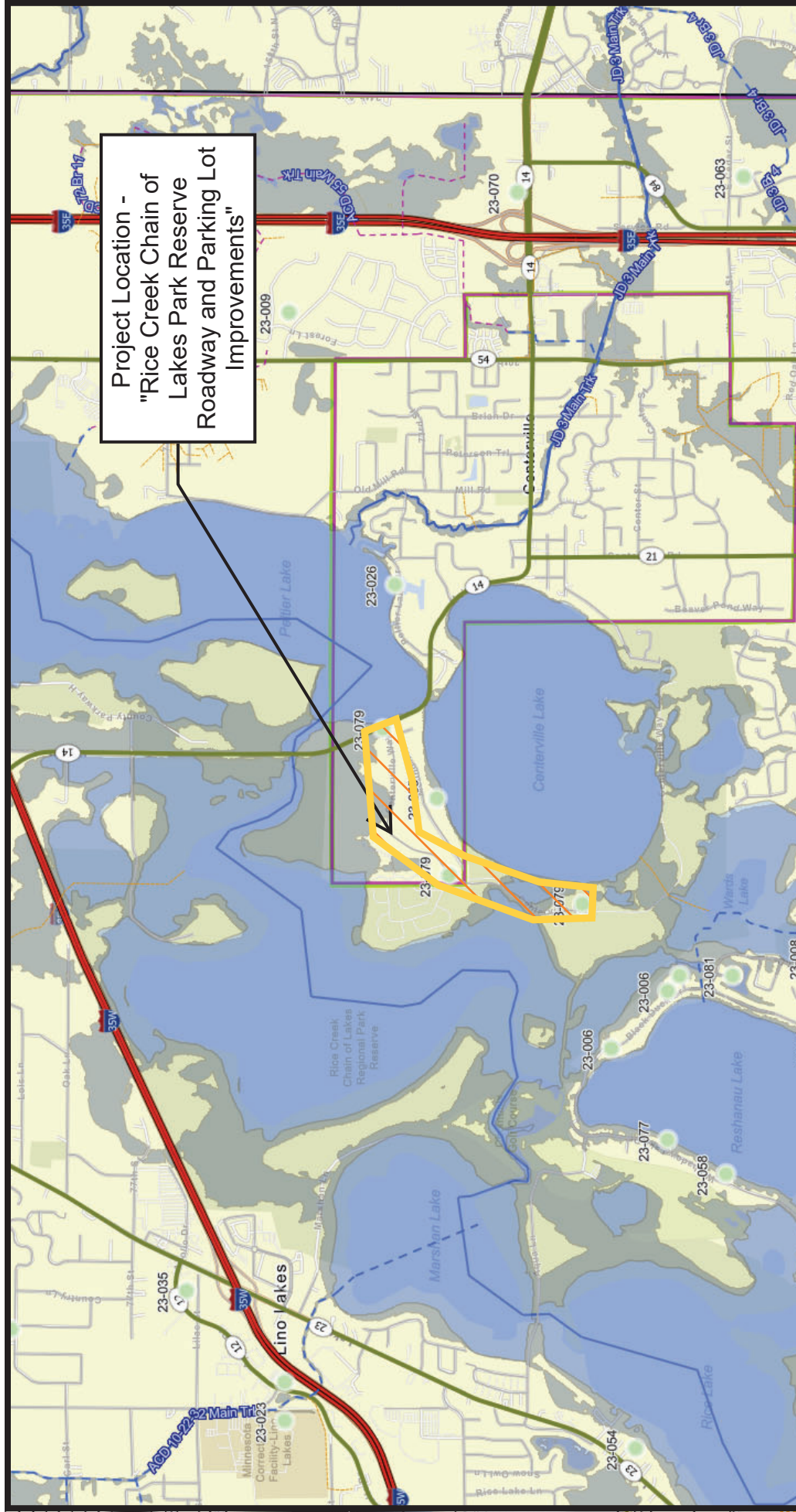
Applicant name: Danielle Sanborn, Anoka County Parks

Date: February 8, 2024

Applicant signature: 

Staff Findings (RCWD only)

Staff Recommendation (RCWD only)



Legend

- Public Ditch - Open Channel
- Public Ditch - Tile
- Project Location
- Public Waterway
- Private Ditch



Legend



ITEMS REQUIRING BOARD ACTION

1. Houston Engineering Task Order 2024-002 - 2024 Rule Revisions Technical Support (Patrick Hughes)

MEMORANDUM

Rice Creek Watershed District



Date: March 18, 2024
To: RCWD Board of Managers
From: Patrick Hughes, Regulatory Manager
Subject: 2024 Rule and Regulatory Program Revision – Houston Engineering Task Order

Introduction

RCWD Board of Managers is being asked to consider and approve a Houston Engineering Task Order 2024-002 for rule revision assistance, including evaluation of potential rule modifications, preparing the draft rule language, process support, and updating guidance documents.

Background

Per the 2020 RCWD Watershed Management Plan (WMP), the District will review the need for rule modification every 2 to 3 years. The current rule set was adopted in 2020 and implemented on January 1, 2021. This past rulemaking effort has been successful in providing rule clarity, resulting in more complete applications, and greatly reducing the amount of variance requests. Since 2021, staff and engineer have kept a running list of potential rule revision topics and overall program efficiency considerations (e.g. permit enforcement procedures) for the next rulemaking effort.

At the March Workshop, staff and engineer gave a presentation summarizing the goals of rule revision, the successes of the 2020 rule revision effort, the 2024 rule revision priorities, a sample of the anticipated rule considerations, and the proposed timeline for implementation. The Board was generally supportive of the anticipated effort. The next step is to approve the task order from Houston Engineering. Then staff will work with our consultants in evaluating potential rule modifications and preparing draft rule language consistent with the general timeline shared with the Board. Please note that the 2024 adopted budget includes monies for the rule revision effort.

Staff Recommendation

Staff recommend approving the HEI Task Order 2024-002 for technical assistance in evaluating potential rule modifications, developing alternative rule and document language, and administering the necessary statutory process.

Proposed Motion

Manager _____ moves to authorize the Board President to execute the HEI Task Order 2024-002 for technical support in administering the 2024 rule and regulatory program revision in an amount not to exceed \$36,000, seconded by Manager _____.

Attachment

- Houston Engineering Task Order No. 2024-002, dated March 15, 2024

SCOPE OF SERVICES



Task Order No. 2024-002
Rice Creek Watershed District



2024 Rule Revisions Technical Support

RCWD Administrative Information:

Account No.: 70-01
Account Name: Rule Revision/Plan Update

Houston Engineering Project No.: R005555-0354

Task Order Purpose:

The purpose of this task order is implementing the RCWD WMP's biennial evaluation of District rules and regulatory program to evaluate high priority rule change items and provide alternative rule language aimed to help reduce variance requests, minimize rule complexity, and decrease District review efforts. Deliverables from this task order can be used for the preparation of a Statement of Need and Reasonableness (SONAR) by District legal counsel. This task order will include an analysis of alternative language of the high priority and administrative rule revision items, preparation of a technical memorandum, meetings with District staff and Board to consider proposed rule change alternatives, and providing review and comment on the draft SONAR as prepared by legal counsel.

Professional Services Rendered:

HEI will provide the following professional services during the completion of this Task Order:

Rule Scoping:

- Provide a generalized list of suggested rule revisions with prioritization;
- Meet with District staff to discuss the prioritization list and identify additional priority items;
- Prepare for and present at a Board Workshop to obtain Board priorities for investigation on potential rule changes;

Rule Change Development:

- Collaboration with District Staff to consider and potentially formulate rule additions for approximately 15 "discussion" topics, such as chloride management and temporary crossings;
- Provide recommendations for modification of rule text to staff;

SCOPE OF SERVICES



Task Order No. 2024-002
Rice Creek Watershed District



2024 Rule Revisions Technical Support

- Compile staff recommendations for rule text modification and distribute modified draft rule;
- Attend meetings and participate in rule revision discussions with the Board, District staff, and legal counsel;
- Prepare a Technical Memorandum that supports the proposed rule revision, to be used for SONAR preparation by District legal counsel, detailing the Board-selected alternatives, and review and provide comments on SONAR prepared by District legal counsel
- Amend guidance documents as necessary upon rule change adoption; and
- Meeting with Level 2 city representatives to inform them on administration of the adopted rule changes.

Deliverables:

The deliverables for this Task Order include:

- Draft and Final Technical Memorandum summarizing the rule revision alternatives and analysis for the rule change that can be used for the SONAR.
- Formal comment response documentation for record keeping.
- Rule language revisions.
- Revisions to guidance documents / creation of guidance documents where needed.
- Present Rule Revisions at a Board workshop, and a public hearing.
- Three meetings with District staff.
- One set of review comments on the SONAR.
- Meeting with Level 2 communities to discuss the changes and how to administer the updated rules.

Schedule and Compensation:

A draft technical memorandum will be submitted to RCWD Staff for review no later than July 1, 2024. All work will be completed by **December 31, 2024**. HEI estimates the cost to perform the professional services to be **\$36,000**. HEI will not exceed this amount without authorization from the RCWD.

SCOPE OF SERVICES



Task Order No. 2024-002
Rice Creek Watershed District



2024 Rule Revisions Technical Support

Assumptions:

The estimated compensation for the execution of the tasks identified within the "Professional Services Rendered" section of this Task Order is based upon the following assumptions:

1. HEI will prepare for and attend a total of seven meetings, including three meetings with District staff, one RCWD Board workshop, meeting with Level 2 communities, and a public hearing.
2. District legal counsel will prepare the SONAR, and will use information from the final Technical Memorandum in its development
3. HEI will address two sets of rule language revisions: one combined set from District staff and Board of Managers, and one from legal counsel.
4. HEI will provide one set of comments on the draft SONAR.

SIGNATURES:

These services described by this Task Order are being provided in accordance with the Professional Services Agreement between the Rice Creek Watershed District and Houston Engineering dated May 14, 2008, as amended and extended. This **Task Order** shall be effective **January 1, 2024** as authorized by the signatures of representatives of the Rice Creek Watershed District and Houston Engineering, Inc.

Rice Creek Watershed District

By: _____
Name: Michael Bradley
Title: President
Date: _____

Houston Engineering, Inc.

By: Chris Otterness
Name: Chris Otterness, P.E.
Title: District Engineer
Date: March 15, 2024

Attachment A
ESTIMATED BUDGET
2024 Rule Revisions Technical Support



Date Prepared: February 15, 2024
Date Revised: 3/15/2024
Prepared by: A. Nies
Checked by: C. Otterness

Total Estimated Labor \$36,045
Total Estimated Expenses \$88
Total Estimated Cost \$36,133

TASK DESCRIPTION	Principal In Charge	Project Manager	Engineer II	Total				
				Hours	Dollars			
Total Labor Hours ==> Total Labor Dollars ==>>				210	\$36,045			
2024 Rule Revisions Technical Support				63	78	69	210	\$36,045
Rule Revision Conceptualization				23	21	12	56	\$10,050
Scoping and Prioritized List of suggested Rule Revisions				2	2	0		
Preparation of powerpoint for initial Board workshop discussion				6	0			
Investigate VBWD and RWMD rules for groundwater pumping, redox borings, and chloride mgmt					1	6		
Internal meeting to consider prioritized rule revision list				8	8	4		
Prepare initial comment response document based on early City feedback				3	6	2		
Meet with District staff, review prioritized list				4	4			
Draft Rule Writing and Technical Evaluation				23	31	39	93	\$15,444
Prepare Draft Rule C				1	2	6		
Prepare Draft Rule E					1			
Prepare Draft Rule F				1	3	3		
Prepare Draft Rule I				1	2			
Prepare Draft Surety Schedule				4	3	4		
Internal technical review of draft rules				4	4	2		
Prepare draft technical memorandum summarizing findings				4	6	16		
Virtual Meetings with District staff (2)				6	6			
Incorporate District and Legal comments into Technical Memorandum				2	4	8		
Board and Public Consideration of Rule				9	18	8	35	\$6,159
Present draft rule to Board at workshop				3	6			
Incorporate Board comments into final Technical Memorandum				1	2	4		
Provide review and comment on legal in sonar preparation				2	4	0		
Present at public hearing				2	4			
Finalize comment response document				1	2	4		
Post-Adoption Implementation				8	8	10	26	\$4,392

ESTIMATED BUDGET
2024 Rule Revisions Technical Support



Date Prepared: February 15, 2024
Date Revised: 3/15/2024
Prepared by: A. Nies
Checked by: C. Otteness

Total Estimated Labor \$36,045
Total Estimated Expenses \$88
Total Estimated Cost \$36,133

TASK DESCRIPTION	Principal In Charge	Project Manager	Engineer II	Total	
				Hours	Dollars
Guidance Document Draft Revision	2	2	8		
Finalize Guidance Documents based on District staff comments	2	2	2		
Meet with Level 2 Communities for administration updates	4	4			

Assumptions:

ITEMS REQUIRING BOARD ACTION

2. Centerville Lake Alum Project – Release *Request for Quotes*
(Matt Kocian)

MEMORANDUM

Rice Creek Watershed District



Date: March 20, 2024
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Centerville Lake Alum Project – Release *Request for Quotes*

Introduction

Seeking Board approval to release *Request for Quotes* for the Centerville Lake Alum Project

Background

The District was awarded a Clean Water Fund (CWF) grant in the amount of \$954,500 for the Centerville Lake Alum Project. The grant agreement was approved and fully executed on February 12, 2024. The District then hired Barr Engineering Company (“Barr”) to act as the project engineer. In this role, Barr will be responsible for (among other things) developing project specifications and obtaining quotes from alum applicators. Barr recently provided draft project specifications and is recommending release of a *Request for Quotes (RFQ)* to potential alum applicators. Details of the project specifications are provided here.

Project Logistics and Timeline

The Centerville Lake Alum Project will proceed with two alum application phases; alum will be applied in the spring of 2024, and again in the spring of 2026. Splitting the total alum dose into two applications is a common practice, and provides several technical advantages. First, new research suggests that splitting alum doses results in a longer effective project lifespan, compared to a single application. Second, it lessens the risk for pH issues. When too much alum is applied too quickly, it can drive pH values very low, increasing risk for aluminum toxicity in fish. This is a short-term issue; pH rebounds quickly (minutes) after aluminum sulfate converts to aluminum hydroxide. By spreading the alum across two applications, we will avoid pH issues. Lastly, splitting the alum into two applications provides an opportunity to adjust the second application based on mid-project sediment coring. Sediment cores will be collected in 2025, and results may be used to modify alum application areas or rates, to maximize effectiveness and project longevity. Potential modifications will not impact project cost or grant funding.

The contract with the alum applicator will cover both applications (2024 and 2026). Splitting the total alum dose into two applications does increase total cost slightly, as it requires two mobilization fees, as well as some speculation on 2026 alum prices. However, these costs were anticipated during project development, and included in the budget and grant. More importantly, the benefits of split applications far outweigh the additional costs, which are relatively minor.

For the spring of 2024, we anticipate alum application beginning in early- to mid-May, with a completion deadline of May 24 – just prior to Memorial Day weekend. For the spring of 2026, application start dates could be earlier, and again with a completion deadline of Memorial Day weekend.

Primary access to the lake is via the Rice Creek Chain of Lakes Park Reserve, which is owned and operated by Anoka County. Secondary access – primarily needed for temporary alum staging and

MEMORANDUM

Rice Creek Watershed District



“refueling” – will be via lakeshore property owned by St. Paul Regional Water Services. This secondary access location may be necessary due to construction in the Park reserve in the spring of 2024. We anticipate the Park Reserve will be the sole access point in 2026. The project specifications will require alternate quotes for the secondary access/staging location (i.e. if necessary). A pre-quote meeting will be held with prospective applicators to discuss the work and access details.

The draft specifications include technical instructions for alum application, as well Barr oversight. Application instructions include dose amounts and locations, and well as specific requirements for product type – the product must meet American Water Works Standards for Aluminum Sulfate. Application instructions also include limitations based on water temperature (must be above 45F) and wind (must be below 20 MPH).

Contractor Qualifications

The draft specifications include a second on *Contractor Qualifications*. On some District projects, this is also known as “responsible bidder requirements”. The purpose of this section is to ensure that applicator is technically qualified, has experience on similarly sized alum projects, and is capable of applying the alum dose over the specified timeframe. For example, quoters need to provide three examples of similarly sized alum projects and provide references. They need to provide an equipment list, including the ability to achieve a minimum alum application rate of 20,000 gallons per day. The applicator will be required to monitor pH during alum application. Lastly, the contractor must agree to *MN prevailing wage rates* – a requirement of Clean Water Fund Grants.

Financial Details

The development of the project budget was closely aligned with the Clean Water Fund grant application. This work was done cooperatively by RCWD staff and Barr Engineering. Thus, the budget developed in the grant application is also the “engineer’s estimate”. Details will be provided in the March 27 Board meeting.

Next Steps and Staff Recommendation

The draft project specifications are currently being reviewed by RCWD staff and legal counsel. Upon completion of this review, District staff are seeking timely release of the *RFQ* to potential alum applicators. Staff are requesting the Board direct Barr to release the *RFQ*, on advice of counsel.

The deadline for receiving quotes will be April 11, 2024. Staff anticipate bringing quotes to the Board for selection and approval at the April 24th meeting.

Proposed motion

Manager _____ moves to direct Barr, on advice of counsel, to release the *Request for Quotes* for the Centerville Lake Alum Project.

ITEMS REQUIRING BOARD ACTION

3. Check Register Dated March 27, 2024, in the Amount of \$326,434.98 and March Interim Financial Statements Prepared by Redpath and Company

Rice Creek Watershed District

Check Register

March 14, 2024 - March 27, 2024

To Be Approved at the March 27, 2024 Board Meeting

Check #	Date	Payee	Description		
25515V	02/14/24	Gibbs Farm	Construction	(\$500.00)	Void Approved 3/13 Issued 3/13
25563	03/13/24	Jacon LLC.	Construction	42,869.94	
25564	03/13/24	MN Assoc. of Drainage Inspector	Training/Education	225.00	
25565	03/27/24	Beisswenger's Do it Best	Field Supplies	40.98	
25566	03/27/24	Blaine Shopping Center, LLC	Rent	8,617.24	
25567	03/27/24	Carp Solutions, LLC	Professional Services	10,400.00	
25568	03/27/24	City of Centerville	Construction	9,533.55	
25569	03/27/24	Delta Dental	Employee Benefits	1,020.84	
25570	03/27/24	Dunaway Construction	Contracted Services	41,892.50	
25571	03/27/24	First Unum Life Insurance Company	Employee Benefits	1,088.92	
25572	03/27/24	Fresh Start for Safety	Training/Education	985.00	
25573	03/27/24	Frontier Precision, Inc.	Equipment	2,500.00	
25574	03/27/24	Growing Green Hearts, LLC	Training/Education	2,500.00	
25575	03/27/24	HealthPartners	Employee Benefits	12,439.42	
25576	03/27/24	Houston Engineering, Inc.	Engineering Expense	91,404.32	
25577	03/27/24	William Lazarus	Staff Travel	42.77	
25578	03/27/24	League of MN Cities Ins. Trust WC	Insurance and Bonds	7,557.00	
25579	03/27/24	MN Board of Water & Soil Resources	Contracted Services	500.00	
25580	03/27/24	Minnesota Native Landscapes, Inc.	Construction	245.60	
25581	03/27/24	NineNorth	Professional Services	451.36	
25582	03/27/24	Pitney Bowes	Equipment/Lease	199.53	
25583	03/27/24	Print Central	Printing	98.11	
25584	03/27/24	RCHS/Gibbs Farm	Construction	500.00	
25585	03/27/24	Redpath & Company, LLC	Accounting	6,768.83	
25586	03/27/24	Scandia Trucking & Exc.	Contracted Services	10,420.00	
25587	03/27/24	St. Paul Pioneer Press	Legal Notices	338.40	
25588	03/27/24	Timesaver Off Site Secretarial, Inc.	Professional Services	332.50	
25589	03/27/24	Washington Conservation District	Contracted Services	3,421.00	
25590	03/27/24	WSB & Associates, Inc.	Engineering Expense	573.50	
11386	03/27/24	Aveda Institute	Surety Release - #22-053	3,100.00	
11387	03/27/24	Bismark Builders	Surety Release - #21-125	1,000.00	
11388	03/27/24	Mike Schoonover	Surety Release - #22-045	1,000.00	
Payroll	03/31/24	March 31st Payroll (estimate)	March 31st Payroll (estimate)	34,185.35	
Payroll	03/31/24	Manager Per Diem/Expenses (estimate)	Manager Per Diem/Expenses (estimate)	4,098.42	
EFT	03/20/24	Further	Employee Benefits	42.50	
EFT	03/31/24	4M Bank Fee	Bank Fee	17.50	
EFT	03/06/24	Further	Employee Benefits	160.58	
EFT	03/13/24	Further	Employee Benefits	50.00	
EFT	03/20/24	Further	Employee Benefits	1,690.66	
EFT	03/26/24	Verizon Wireless	Telecommunications	679.22	
EFT	03/26/24	Verizon Wireless	Telecommunications	219.13	

Rice Creek Watershed District
Check Register
March 14, 2024 - March 27, 2024
To Be Approved at the March 27, 2024 Board Meeting

Check #	Date	Payee	Description	
EFT	03/31/24	Internal Revenue Service (estimate)	3/31 Federal Withholding (estimate)	12,104.20
EFT	03/31/24	Minnesota Revenue (estimate)	3/31 State Withholding (estimate)	2,050.24
EFT	03/31/24	Empower Retirement	3/31 Deferred Compensation	870.00
EFT	03/31/24	Empower Retirement	3/31 Roth IRA	455.00
EFT	03/31/24	Further	3/31 Flex Spending HSA (estimate)	565.92
EFT	03/31/24	PERA (estimate)	3/31 PERA (estimate)	6,626.52
EFT	03/31/24	Empower Retirement	March Health Care Savings (estimate)	1,053.43
Total				<u><u>\$326,434.98</u></u>

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2024
3/31/2024

Combined General & Administrative	Budget Item	Account Number	Original Budget	Budget Adjustment	Current Month Expenses	Year-to-Date Expenses	Current Budget Balance	Percent of Budget
Manager	Per diems Manager expenses	4000 4010	\$33,750.00 8,000.00	- -	\$3,500.00 330.67	\$5,375.00 \$594.65	\$28,375.00 7,405.35	15.93% 7.43%
Committees	Committee/Bd Mtg. Exp.	4800	-	-	-	-	-	-
Employees	Staff salary/taxes/benefits District training & education Employee expenses	4100-4140 4265 4320-4321	251,775.00 10,000.00 1,100.00	- - -	21,129.42 197.00 84.69	63,333.58 272.75 336.95	188,441.42 9,727.25 763.05	25.15% 2.73% 30.63%
Administration/ Office	Office/Meeting/Software Printing Rent/Office Telecommunications Dues Publications Insurance Postage Legal Notices Office Equipment/Lease	4200-4205 4208 4210 4240 4245 4250 4270 4280 4290 4635	5,818.00 500.00 22,200.00 7,500.00 15,642.00 200.00 8,000.00 1,100.00 1,500.00 4,450.00	- - - - - - - - - -	154.48 - 1,723.45 528.50 - - 1,511.40 - - 39.91	195.18 - 6,893.80 1,545.75 12,500.00 - 7,008.20 - - 469.07	5,622.82 500.00 15,306.20 5,954.25 3,142.00 200.00 991.80 1,100.00 1,500.00 3,980.93	3.35% 0.00% 31.05% 20.61% 79.91% 0.00% 87.60% 0.00% 0.00% 10.54%
	Sub-Total-Administration:		371,535.00	-	29,199.52	98,524.93	273,010.07	26.52%
Consultants	Auditor/Accounting Legal Consultants/Professional Serv. Engineering-General	4330 4410 4420 4500	21,000.00 50,000.00 25,000.00 56,000.00	- - - -	1,353.77 3,074.68 994.11 3,628.50	3,928.04 6,611.42 1,901.47 7,028.50	17,071.96 43,388.58 23,098.53 48,971.50	18.70% 13.22% 7.61% 12.55%
	Sub-Total-Consultants:		152,000.00	-	9,051.06	19,469.43	132,530.57	12.81%
TOTAL			\$523,535.00	-	\$38,250.58	\$117,994.36	\$405,540.64	22.54%

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2024
3/31/2024

Revenue/Expenditures By Project	2024 Budget	2024 Year to date Revenue	2024 Current Month Expense	2024 Year to date Expense	Current Budget Balance	Percent of Budget
10 - General and Administrative	\$523,535.00	\$26,775.53	\$38,250.58	\$117,994.36	\$405,540.64	22.54%
30 - Environmental Education	254,068.00	3,996.15	18,211.76	62,859.31	191,208.69	24.74%
35 - Information Management	271,146.00	4,971.04	17,727.52	41,907.92	229,238.08	15.46%
60 - Restoration Projects	2,165,193.00	506,893.11	27,785.14	71,978.40	2,093,214.60	3.32%
70 - Regulatory	1,590,761.00	43,587.32	94,941.96	226,542.87	1,364,218.13	14.24%
80 - Ditch & Creek Maintenance	1,741,000.00	95,983.90	163,208.02	430,374.21	1,310,625.79	24.72%
90 - Lake & Stream Management	1,147,001.00	16,758.90	73,619.33	128,351.94	1,018,649.06	11.19%
95 - District Facilities	641,635.00	9,926.25	17,739.03	49,996.66	591,638.34	7.79%
Total District Revenue/Expenditures	\$8,334,339.00	\$708,892.20	\$451,483.34	\$1,130,005.67	\$7,204,333.33	13.56%

Current Fund Balances:

Fund:	Fund Balance @ 12/31/2023	2024 Fund Balance Transfers	2024 Year to date Revenue	2024 Current Month Expense	2024 Year to date Expense	Fund Balance @ 3/31/2024
10 - General Fund	\$508,186.55	-	26,775.53	\$38,250.58	\$117,994.36	\$416,967.72
30 - Environmental Education	267,289.05	-	3,996.15	18,211.76	62,859.31	208,425.89
35 - Information Management	304,085.05	-	4,971.04	17,727.52	41,907.92	267,148.17
60 - Restoration Projects	2,596,941.62	-	506,893.11	27,785.14	71,978.40	3,031,856.33
70 - Regulatory	786,010.65	-	43,587.32	94,941.96	226,542.87	603,055.10
80 - Ditch & Creek Maintenance	1,504,839.21	-	95,983.90	163,208.02	430,374.21	1,170,448.90
90 - Lake & Stream Management	935,022.33	-	16,758.90	73,619.33	128,351.94	823,429.29
95 - District Facilities	904,808.99	-	9,926.25	17,739.03	49,996.66	864,738.58
99 - Project Anticipation	4,500,000.00	-	-	-	-	4,500,000.00
Total District Fund Balance:	\$12,307,183.45	-	\$708,892.20	\$451,483.34	\$1,130,005.67	\$11,886,069.98

Rice Creek Watershed District

Interim Financial Statements

March 31, 2024



4810 White Bear Parkway White Bear Lake, MN 55110 651.426.7000 www.redpathcpas.com

Redpath and Company is an independent member of HLB International, a world-wide organization of professional accounting firms.

Rice Creek Watershed District
Statement of Revenue and Expenditures - General Fund - 10
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>GENERAL FUND - 10-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 2,472.57	494,658.00	(492,185.43)
Interest Revenue	0.00	4,524.34	0.00	4,524.34
Investment Interest-Surety	0.00	18,228.73	28,877.00	(10,648.27)
Investment Income	0.00	1,549.89	0.00	1,549.89
Total Revenues	0.00	26,775.53	523,535.00	(496,759.47)
Expenses				
Manager Per Diem	3,500.00	5,375.00	33,750.00	(28,375.00)
Manager Expense	0.00	0.00	3,500.00	(3,500.00)
Manager Travel	330.67	594.65	4,500.00	(3,905.35)
Wages	14,451.25	41,300.05	172,334.00	(131,033.95)
Benefits	2,876.95	11,679.41	32,192.00	(20,512.59)
PERA Expense	1,083.84	3,097.52	12,925.00	(9,827.48)
HCSA Contributions	1,291.37	3,398.23	15,640.00	(12,241.77)
Payroll Taxes	1,306.21	3,369.48	13,184.00	(9,814.52)
Payroll Taxes-Unemployment	119.80	488.89	5,500.00	(5,011.11)
Office Supplies	0.00	(43.78)	2,450.00	(2,493.78)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	0.00	0.00	250.00	(250.00)
Meeting Supplies	76.98	143.96	2,868.00	(2,724.04)
Printing	0.00	0.00	500.00	(500.00)
Rent	1,723.45	6,893.80	22,200.00	(15,306.20)
Telecommunications	528.50	1,545.75	7,500.00	(5,954.25)
Dues	0.00	12,500.00	15,642.00	(3,142.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	197.00	272.75	10,000.00	(9,727.25)
Insurance & Bonds	1,511.40	7,008.20	8,000.00	(991.80)
Postage	0.00	0.00	1,100.00	(1,100.00)
Legal Notices	0.00	0.00	1,500.00	(1,500.00)
Staff Travel	84.69	336.95	1,100.00	(763.05)
Audit & Accounting	1,353.77	3,928.04	21,000.00	(17,071.96)
Professional Services	783.86	1,691.22	20,000.00	(18,308.78)
Contracted Services	210.25	210.25	5,000.00	(4,789.75)
Legal	3,074.68	6,611.42	50,000.00	(43,388.58)
Engineering	3,628.50	7,028.50	56,000.00	(48,971.50)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Equipment Lease	39.91	469.07	2,200.00	(1,730.93)
Bank Charges	77.50	95.00	0.00	95.00
Total Expenses	38,250.58	117,994.36	523,535.00	(405,540.64)
Total Revenues Over/(Under)				
Expenditures - General Fund	(38,250.58)	(91,218.83)	0.00	(91,218.83)
Total Revenue Over/(Under) Expenditur	\$ (38,250.58)	(91,218.83)	0.00	(91,218.83)

Substantially all disclosures required by generally accepted accounting principles are not included.

Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>COMMUNICATION & OUTREACH - 30-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 1,222.08	157,055.00	(155,832.92)
Interest Income	0.00	2,066.24	14,014.00	(11,947.76)
Investment Income	0.00	707.83	0.00	707.83
Total Revenues	0.00	3,996.15	171,069.00	(167,072.85)
Expenses				
Wages	9,217.40	26,846.32	91,332.00	(64,485.68)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	841.30	3,294.09	10,006.00	(6,711.91)
PERA Expense	691.30	1,758.02	6,850.00	(5,091.98)
Payroll Taxes	688.95	1,744.66	7,379.00	(5,634.34)
Office Supplies	0.00	(8.00)	1,225.00	(1,233.00)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	0.00	0.00	1,000.00	(1,000.00)
Meeting Supplies	0.00	0.00	500.00	(500.00)
Printing	98.11	208.11	250.00	(41.89)
Rent	861.72	3,446.88	11,100.00	(7,653.12)
Telecommunications	264.25	772.88	3,750.00	(2,977.12)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	98.50	411.38	5,000.00	(4,588.62)
Insurance and Bonds	755.70	3,504.10	4,000.00	(495.90)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	42.77	42.77	550.00	(507.23)
Audit & Accounting	676.88	1,964.02	10,500.00	(8,535.98)
Professional Services	0.00	0.00	2,500.00	(2,500.00)
Contracted Services	210.25	210.25	5,000.00	(4,789.75)
Legal	383.48	383.48	1,000.00	(616.52)
Engineering	0.00	0.00	500.00	(500.00)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	0.00	0.00	1,000.00	(1,000.00)
Equipment-Lease	19.95	234.54	1,100.00	(865.46)
Total Expenses	14,850.56	44,813.50	171,069.00	(126,255.50)
Total Revenues Over/(Under)				
Expenditures - Communication:	(14,850.56)	(40,817.35)	0.00	(40,817.35)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>WATERSHED COMMUNICATION & OUTREACH - 30-02</u>				
Revenues				
General Property Tax	0.00	0.00	14,200.00	(14,200.00)
Total Revenues	0.00	0.00	14,200.00	(14,200.00)
Expenses				
Computer Software	0.00	0.00	1,000.00	(1,000.00)
Printing	0.00	0.00	1,500.00	(1,500.00)
Training & Education	2,500.00	2,547.00	8,500.00	(5,953.00)
Legal	115.60	756.96	4,000.00	(3,243.04)
Total expenses	2,615.60	3,303.96	15,000.00	(11,696.04)
Total Revenues Over/(Under)				
Expenditures - Watershed Communicati	(2,615.60)	(3,303.96)	(800.00)	(2,503.96)
<u>MASTER WATER STEWARD PROGRAM - 30-03</u>				
Revenues				
General Property Tax	0.00	0.00	9,500.00	(9,500.00)
Total Revenues	0.00	0.00	9,500.00	(9,500.00)
Expenses				
Training & Education	0.00	0.00	3,000.00	(3,000.00)
Contracted Services	0.00	0.00	12,000.00	(12,000.00)
Construction	245.60	245.60	0.00	245.60
Total expenses	245.60	245.60	15,000.00	(14,754.40)
Total Revenues Over/(Under)				
Expenditures - Master Water:	(245.60)	(245.60)	(5,500.00)	5,254.40
<u>OUTREACH PARTNERSHIPS - 30-04</u>				
Revenues				
General Property Tax	0.00	0.00	28,000.00	(28,000.00)
Total Revenues	0.00	0.00	28,000.00	(28,000.00)
Expenses				
Training & Education	0.00	0.00	7,000.00	(7,000.00)
Contracted Services	0.00	14,035.00	25,000.00	(10,965.00)
Total expenses	0.00	14,035.00	32,000.00	(17,965.00)
Total Revenues Over/(Under)				
Expenditures - Outreach:	0.00	(14,035.00)	(4,000.00)	(10,035.00)

Substantially all disclosures required by generally accepted accounting principles are not included.

Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>MINI-GRANTS PROGRAM - 30-05</u>				
Revenues				
General Property Tax	0.00	0.00	8,630.00	(8,630.00)
Total Revenues	0.00	0.00	8,630.00	(8,630.00)
Expenses				
Construction	500.00	0.00	10,000.00	(10,000.00)
Total expenses	500.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Mini-Grants:	(500.00)	0.00	(1,370.00)	1,370.00
<u>ENGINEERING & TECHNICAL SUPPORT - 30-06</u>				
Revenues				
General Property Tax	0.00	0.00	5,460.00	(5,460.00)
Total Revenues	0.00	0.00	5,460.00	(5,460.00)
Expenses				
Engineering	0.00	461.25	6,000.00	(5,538.75)
Total expenses	0.00	461.25	6,000.00	(5,538.75)
Total Revenues Over/(Under)				
Expenditures - Eng. & Technical:	0.00	(461.25)	(540.00)	78.75
<u>WATERSHED PLAN MAINTENANCE - 30-08</u>				
Revenues				
General Property Tax	0.00	0.00	2,500.00	(2,500.00)
Total Revenues	0.00	0.00	2,500.00	(2,500.00)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	4,000.00	(4,000.00)
Total expenses	0.00	0.00	5,000.00	(5,000.00)
Total Revenues Over/(Under)				
Expenditures - Watershed Plan:	0.00	0.00	(2,500.00)	2,500.00
Total Revenue Over/(Under) Expenditur	\$ (18,211.76)	\$ (58,863.16)	(14,710.00)	(44,153.16)

Substantially all disclosures required by generally accepted accounting principles are not included.

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information Management - 35
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>INFORMATION MANAGEMENT - 35-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 1,156.71	141,191.00	(140,034.29)
Interest Revenue	0.00	2,841.07	14,956.00	(12,114.93)
Investment Interest	0.00	973.26	0.00	973.26
Total Revenues	0.00	4,971.04	156,147.00	(151,175.96)
Expenses				
Wages	1,967.05	5,514.93	30,407.00	(24,892.07)
Benefits	233.74	923.52	4,070.00	(3,146.48)
PERA Expense	147.53	413.61	2,281.00	(1,867.39)
Payroll Taxes	148.97	417.39	2,326.00	(1,908.61)
Office Supplies	0.00	0.00	613.00	(613.00)
Computer Software	0.00	739.04	11,000.00	(10,260.96)
Printing	0.00	0.00	125.00	(125.00)
Rent	430.86	1,723.44	5,550.00	(3,826.56)
Telecommunications	132.13	386.44	1,875.00	(1,488.56)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	49.25	410.68	2,500.00	(2,089.32)
Insurance and Bonds	377.85	1,752.05	2,000.00	(247.95)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Audit & Accounting	338.44	982.01	5,250.00	(4,267.99)
Professional Services	2,681.18	12,082.27	53,000.00	(40,917.73)
Contracted Services	0.00	0.00	1,500.00	(1,500.00)
Legal	168.29	168.29	500.00	(331.71)
Engineering	0.00	0.00	500.00	(500.00)
Computer Equipment	0.00	299.97	30,000.00	(29,700.03)
Equipment	0.00	0.00	1,500.00	(1,500.00)
Equipment Lease	9.98	117.28	550.00	(432.72)
Total Expenses	6,685.27	25,930.92	156,147.00	(130,216.08)
Total Revenues Over/(Under)				
Expenditures - Information Management	(6,685.27)	(20,959.88)	0.00	(20,959.88)

BOUNDARY MANAGEMENT PROGRAM - 35-03

Revenues				
General Property Tax	0.00	0.00	5,000.00	(5,000.00)
Total Revenues	0.00	0.00	5,000.00	(5,000.00)
Expenses				
Legal	0.00	0.00	2,500.00	(2,500.00)
Engineering	513.75	513.75	2,500.00	(1,986.25)
Total Expenses	513.75	513.75	5,000.00	(4,486.25)
Total Revenues Over/(Under)				
Expenditures - Boundary Mgmt:	(513.75)	(513.75)	0.00	(513.75)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information Management - 35
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT-WIDE MODEL - 35-04</u>				
Revenues				
General Property Tax	0.00	0.00	40,000.00	(40,000.00)
Total Revenues	0.00	0.00	40,000.00	(40,000.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	35,000.00	(35,000.00)
Total Expenses	0.00	0.00	40,000.00	(40,000.00)
Total Revenues Over/(Under)				
Expenditures - District-Wide Model:	0.00	0.00	0.00	0.00
<u>DATABASE & VIEWER MAINTENANCE - 35-05</u>				
Revenues				
General Property Tax	0.00	0.00	65,000.00	(65,000.00)
Total Revenues	0.00	0.00	65,000.00	(65,000.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	10,528.50	14,776.25	60,000.00	(45,223.75)
Total expenses	10,528.50	14,776.25	65,000.00	(50,223.75)
Total Revenues Over/(Under)				
Expenditures - Database & Viewer:	(10,528.50)	(14,776.25)	0.00	(14,776.25)
<u>DISTRICT WEBSITE - 35-15</u>				
Revenues				
General Property Tax	0.00	0.00	5,000.00	(5,000.00)
Total Revenues	0.00	0.00	5,000.00	(5,000.00)
Expenses				
Professional Services	0.00	687.00	3,000.00	(2,313.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Total expenses	0.00	687.00	5,000.00	(4,313.00)
Total Revenues Over/(Under)				
Expenditures - District Website:	0.00	(687.00)	0.00	(687.00)
Total Revenue Over/(Under) Expenditur	\$ (17,727.52)	\$ (36,936.88)	0.00	(36,936.88)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>RESTORATION PROJECTS - 60-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 5,166.80	261,978.00	(256,811.20)
Interest Revenue	0.00	18,230.96	119,427.00	(101,196.04)
Investment Interest	0.00	6,245.35	0.00	6,245.35
Total Revenues	0.00	29,643.11	381,405.00	(351,761.89)
Expenses				
Wages	10,498.19	28,731.98	227,542.00	(198,810.02)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	1,183.41	4,820.30	30,496.00	(25,675.70)
PERA Expense	787.35	2,122.98	17,066.00	(14,943.02)
Payroll Taxes	768.67	2,062.21	17,799.00	(15,736.79)
Office Supplies	0.00	0.00	1,225.00	(1,225.00)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	110.00	250.00	(140.00)
Rent	861.72	3,446.88	11,100.00	(7,653.12)
Telecommunications	264.25	772.88	3,750.00	(2,977.12)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	98.50	331.38	5,000.00	(4,668.62)
Insurance and Bonds	755.70	3,504.10	4,000.00	(495.90)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	1,000.00	(1,000.00)
Staff Travel	0.00	0.00	550.00	(550.00)
Vehicle	0.00	48.74	15,000.00	(14,951.26)
Audit & Accounting	676.88	1,964.02	10,500.00	(8,535.98)
Professional Services	0.00	1,070.52	12,000.00	(10,929.48)
Contracted Services	315.38	315.38	7,500.00	(7,184.62)
Legal	312.79	312.79	2,000.00	(1,687.21)
Engineering	0.00	379.00	5,000.00	(4,621.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	19.95	234.54	1,100.00	(865.46)
Total Expenses	16,542.79	50,227.70	381,405.00	(331,177.30)
Total Revenues Over/(Under)				
Expenditures - Restoration Projects:	(16,542.79)	(20,584.59)	0.00	(20,584.59)

ANOKA CHAIN OF LAKES WATER MGMT. PROJECT - 60-01

Revenues				
General Property Tax	0.00	0.00	255,200.00	(255,200.00)
Grant Income	0.00	477,250.00	0.00	477,250.00
Total Revenues	0.00	477,250.00	255,200.00	222,050.00
Expenses				
Legal	645.60	1,102.90	10,000.00	(8,897.10)
Engineering	0.00	0.00	30,000.00	(30,000.00)
Construction	0.00	0.00	260,000.00	(260,000.00)
Total expenses	645.60	1,102.90	300,000.00	(298,897.10)
Total Revenues Over/(Under)				
Expenditures - Anoka Chain:	(645.60)	476,147.10	(44,800.00)	520,947.10

Substantially all disclosures required by generally accepted accounting principles are not included.

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LOWER RC WATER MGMT. PROJECT - 60-03</u>				
Revenues				
General Property Tax	0.00	0.00	75,000.00	(75,000.00)
Total Revenues	0.00	0.00	75,000.00	(75,000.00)
Expenses				
Engineering	0.00	0.00	40,000.00	(40,000.00)
Construction	0.00	0.00	135,000.00	(135,000.00)
Total expenses	0.00	0.00	175,000.00	(175,000.00)
Total Revenues Over/(Under)				
Expenditures - Lower RC:	0.00	0.00	(100,000.00)	100,000.00
<u>MIDDLE RC WATER MGMT. PROJECT - 60-04</u>				
Revenues				
General Property Tax	0.00	0.00	(15,000.00)	15,000.00
Total Revenues	0.00	0.00	(15,000.00)	15,000.00
Expenses				
Engineering	0.00	0.00	5,000.00	(5,000.00)
Construction	0.00	0.00	5,000.00	(5,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Middle RC Water Mgmt.	0.00	0.00	(25,000.00)	25,000.00
<u>BALD EAGLE LAKE (BEL) WMD - 60-05</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Engineering	0.00	0.00	4,000.00	(4,000.00)
Construction Expense	0.00	0.00	27,789.00	(27,789.00)
Total expenses	0.00	0.00	31,789.00	(31,789.00)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake WMD:	0.00	0.00	(31,789.00)	31,789.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>BALD EAGLE LAKE WATER MGMT. PROJECT - 60-06</u>				
Revenues				
General Property Tax	0.00	0.00	85,000.00	(85,000.00)
Total Revenues	0.00	0.00	85,000.00	(85,000.00)
Expenses				
Engineering	0.00	0.00	50,000.00	(50,000.00)
Construction	0.00	0.00	60,000.00	(60,000.00)
Total expenses	0.00	0.00	110,000.00	(110,000.00)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake:	0.00	0.00	(25,000.00)	25,000.00
<u>RCD 2, 3 & 5 BASIC WATER MGMT. PROJECT - 60-08</u>				
Revenues				
General Property Tax	0.00	0.00	100,000.00	(100,000.00)
Total Revenues	0.00	0.00	100,000.00	(100,000.00)
Expenses				
Legal	107.60	107.60	5,000.00	(4,892.40)
Engineering	9,157.25	11,320.00	95,000.00	(83,680.00)
Construction Services	0.00	0.00	100,000.00	(100,000.00)
Total expenses	9,264.85	11,427.60	200,000.00	(188,572.40)
Total Revenues Over/(Under)				
Expenditures - Basic Water Mgmt. Proje	(9,264.85)	(11,427.60)	(100,000.00)	88,572.40
<u>REGIONAL WATER MGMT.PARTNERSHIP PROJECTS - 60-11</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal Notices	0.00	0.00	500.00	(500.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	0.00	29,000.00	(29,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Regional Water Mgmt.	0.00	0.00	(50,000.00)	50,000.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>STORMWATER MGMT. COST SHARE - 60-15</u>				
Revenues				
General Property Tax	0.00	0.00	310,717.00	(310,717.00)
Total Revenues	0.00	0.00	310,717.00	(310,717.00)
Expenses				
Legal Notices	338.40	888.95	3,000.00	(2,111.05)
Engineering	420.00	7,232.75	18,000.00	(10,767.25)
Construction	0.00	0.00	611,000.00	(611,000.00)
Total expenses	758.40	8,121.70	632,000.00	(623,878.30)
Total Revenues Over/(Under)				
Expenditures - Stormwater Mgmt.:	(758.40)	(8,121.70)	(321,283.00)	313,161.30
<u>SW URBAN LAKES IMPLEMENTATION - 60-24</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal Notices	0.00	0.00	500.00	(500.00)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	19,000.00	(19,000.00)
Construction	0.00	0.00	55,000.00	(55,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Southwest Urban Lake	0.00	0.00	(75,000.00)	75,000.00
<u>CLEAR LAKE WATER MGMT.PROJECT - 60-29</u>				
Revenues				
General Property Tax	0.00	0.00	64,600.00	(64,600.00)
Total Revenues	0.00	0.00	64,600.00	(64,600.00)
Expenses				
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	0.00	65,000.00	(65,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Clear Lake Water Mgmt.	0.00	0.00	(10,400.00)	10,400.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>STORMWATER MASTER PLANNING - 60-35</u>				
Revenues				
General Property Tax	0.00	0.00	25,000.00	(25,000.00)
Total Revenues	0.00	0.00	25,000.00	(25,000.00)
Total Revenues Over/(Under)				
Contracted Services	0.00	0.00	7,000.00	(7,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	0.00	40,000.00	(40,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Stormwater Master:	0.00	0.00	(25,000.00)	25,000.00
<u>MUNICIPAL CIP EARLY COORDINATION - 60-36</u>				
Revenues				
General Property Tax	0.00	0.00	5,000.00	(5,000.00)
Total Revenues	0.00	0.00	5,000.00	(5,000.00)
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	8,000.00	(8,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Municipal CIP:	0.00	0.00	(5,000.00)	5,000.00
<u>GROUNDWATER MGMT. & STORMWATER REUSE - 60-37</u>				
Revenues				
General Property Tax	0.00	0.00	57,500.00	(57,500.00)
Total Revenues	0.00	0.00	57,500.00	(57,500.00)
Expenses				
Contracted Services	0.00	0.00	59,000.00	(59,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	573.50	1,098.50	3,000.00	(1,901.50)
Total expenses	573.50	1,098.50	65,000.00	(63,901.50)
Total Revenues Over/(Under)				
Expenditures - Groundwater Mgmt.:	(573.50)	(1,098.50)	(7,500.00)	6,401.50
Total Revenue Over/(Under) Expenditur	\$ (27,785.14)	\$ 434,914.71	(820,772.00)	1,255,686.71

Substantially all disclosures required by generally accepted accounting principles are not included.

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory - 70
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>REGULATORY - 70-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 6,394.56	503,018.00	(496,623.44)
Interest Revenue	0.00	12,731.39	87,743.00	(75,011.61)
Investment Interest	0.00	4,361.37	0.00	4,361.37
Total Revenues	0.00	23,487.32	590,761.00	(567,273.68)
Expenses				
Wages	28,287.38	64,671.95	347,478.00	(282,806.05)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	3,152.28	12,695.14	50,558.00	(37,862.86)
PERA Expense	2,121.55	5,582.01	26,061.00	(20,478.99)
Payroll Taxes	2,099.04	5,498.82	26,974.00	(21,475.18)
Office Supplies	0.00	95.92	3,063.00	(2,967.08)
Field Supplies	0.00	0.00	500.00	(500.00)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	165.00	625.00	(460.00)
Rent	2,154.31	8,617.24	27,750.00	(19,132.76)
Telecommunications	660.64	1,932.22	9,375.00	(7,442.78)
Publications	0.00	0.00	250.00	(250.00)
Training & Education	246.25	1,399.32	12,500.00	(11,100.68)
Insurance and Bonds	1,889.25	8,760.25	10,000.00	(1,239.75)
Postage	0.00	0.00	1,375.00	(1,375.00)
Legal Notices	0.00	0.00	500.00	(500.00)
Staff Travel	0.00	0.00	1,375.00	(1,375.00)
Vehicle	0.00	107.26	15,000.00	(14,892.74)
Audit & Accounting	1,692.21	4,910.05	26,250.00	(21,339.95)
Professional Services	0.00	0.00	3,000.00	(3,000.00)
Contracted Services	525.63	525.63	12,500.00	(11,974.37)
Legal	168.29	168.29	2,500.00	(2,331.71)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	49.88	586.33	2,750.00	(2,163.67)
Total Expenses	43,046.71	115,715.43	590,761.00	(475,045.57)
Total Revenues Over/(Under)				
Expenditures - Regulatory Management	(43,046.71)	(92,228.11)	0.00	(92,228.11)

RULE REVISION & PERMIT GUIDANCE - 70-01

Revenues				
General Property Tax	0.00	0.00	40,000.00	(40,000.00)
Total Revenues	0.00	0.00	40,000.00	(40,000.00)
Expenses				
Legal	0.00	0.00	20,000.00	(20,000.00)
Engineering	0.00	0.00	30,000.00	(30,000.00)
Total Expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Rule/Permit:	0.00	0.00	(10,000.00)	10,000.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory - 70
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>PERMIT REVIEW, INSPECT & COOR. - 70-03</u>				
Revenues				
General Property Tax	0.00	0.00	752,672.00	(752,672.00)
Permit Fees	9,000.00	20,100.00	85,528.00	(65,428.00)
Total Revenues	9,000.00	20,100.00	838,200.00	(818,100.00)
Expenses				
Contracted Services	2,211.00	2,211.00	60,000.00	(57,789.00)
Legal	2,035.50	5,183.44	45,000.00	(39,816.56)
Legal-Audit	0.00	0.00	5,000.00	(5,000.00)
Engineering	47,648.75	91,628.25	800,000.00	(708,371.75)
Engineering-Reporting	0.00	11,804.75	20,000.00	(8,195.25)
Engineering-Audit	0.00	0.00	20,000.00	(20,000.00)
Total expenses	51,895.25	110,827.44	950,000.00	(839,172.56)
Total Revenues Over/(Under)				
Expenditures - Permit Review	(42,895.25)	(90,727.44)	(111,800.00)	21,072.56
Total Revenue Over/(Under) Expenditur	\$ (85,941.96)	\$ (182,955.55)	(121,800.00)	(61,155.55)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DITCH & CREEK MAINTENANCE - 80-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 6,869.20	202,194.00	(195,324.80)
Interest Revenue	0.00	18,222.04	96,029.00	(77,806.96)
Investment Interest	0.00	6,242.29	0.00	6,242.29
Miscellaneous Income	0.00	59,650.00	0.00	59,650.00
Total Revenues	0.00	90,983.53	298,223.00	(207,239.47)
Expenses				
Wages	15,575.55	40,355.44	175,847.00	(135,491.56)
Benefits	1,737.72	6,954.76	22,385.00	(15,430.24)
PERA Expense	1,168.15	3,063.25	13,189.00	(10,125.75)
Payroll Taxes	1,163.83	2,919.85	13,452.00	(10,532.15)
Office Supplies	0.00	125.93	1,838.00	(1,712.07)
Field Supplies	0.00	0.00	250.00	(250.00)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	55.00	375.00	(320.00)
Rent	1,292.59	5,170.36	16,650.00	(11,479.64)
Telecommunications	466.40	1,369.39	5,625.00	(4,255.61)
Publications	0.00	0.00	150.00	(150.00)
Training & Education	247.75	282.06	7,500.00	(7,217.94)
Insurance and Bonds	1,133.55	5,256.15	6,000.00	(743.85)
Postage	0.00	0.00	825.00	(825.00)
Legal Notices	0.00	0.00	750.00	(750.00)
Staff Travel	0.00	0.00	825.00	(825.00)
Vehicle	0.00	165.24	15,000.00	(14,834.76)
Audit & Accounting	1,015.32	2,946.02	15,750.00	(12,803.98)
Professional Services	180.00	540.00	9,000.00	(8,460.00)
Contracted Services	315.38	315.38	8,500.00	(8,184.62)
Legal	168.29	168.29	5,000.00	(4,831.71)
Engineering	0.00	189.50	7,500.00	(7,310.50)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	29.93	351.79	1,650.00	(1,298.21)
Total Expenses	24,494.46	70,228.41	330,811.00	(260,582.59)
Total Revenues Over/(Under)				
Expenditures - Ditch & Creek:	(24,494.46)	20,755.12	(32,588.00)	53,343.12

NATURAL WATERWAY MGMT. - 80-01

Revenues				
General Property Taxes	0.00	0.00	8,612.00	(8,612.00)
Total Revenues	0.00	0.00	8,612.00	(8,612.00)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	0.00	9,000.00	(9,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Natural Waterway:	0.00	0.00	(1,388.00)	1,388.00

Substantially all disclosures required by generally accepted accounting principles are not included.

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DITCHES - MAINTENANCE - 80-02</u>				
Revenues				
General Property Tax	0.00	0.00	288,502.00	(288,502.00)
Total Revenues	0.00	0.00	288,502.00	(288,502.00)
Expenses				
Field Supplies	0.00	0.00	7,000.00	(7,000.00)
Vehicle	0.00	20.76	7,000.00	(6,979.24)
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Contracted Services	52,312.50	126,096.01	240,000.00	(113,903.99)
Legal	0.00	161.40	10,000.00	(9,838.60)
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	9,533.55	10,796.13	40,000.00	(29,203.87)
Equipment	2,500.00	4,100.23	10,000.00	(5,899.77)
Total expenses	64,346.05	141,174.53	335,000.00	(193,825.47)
Total Revenues Over/(Under)				
Expenditures - Ditches - Maintenance:	(64,346.05)	(141,174.53)	(46,498.00)	(94,676.53)
<u>REPAIR REPORTS & STUDIES - 80-03</u>				
Revenues				
General Property Tax	0.00	0.00	172,240.00	(172,240.00)
Total Revenues	0.00	0.00	172,240.00	(172,240.00)
Expenses				
Legal Notices	0.00	0.00	10,000.00	(10,000.00)
Legal	0.00	608.00	40,000.00	(39,392.00)
Engineering	17,894.57	39,854.33	145,000.00	(105,145.67)
Wetland Credits	0.00	0.00	5,000.00	(5,000.00)
Total expenses	17,894.57	40,462.33	200,000.00	(159,537.67)
Total Revenues Over/(Under)				
Expenditures - Repair Reports	(17,894.57)	(40,462.33)	(27,760.00)	(12,702.33)
<u>ACD 10-22-32 WMD - 80-04</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	0.00	0.00	14,124.00	(14,124.00)
Total expenses	0.00	0.00	14,124.00	(14,124.00)
Total Revenues Over/(Under)				
Expenditures - ACD 10-22-32	0.00	0.00	(14,124.00)	14,124.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 31 WMD - 80-05</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under)				
Expenditures - ACD 31:WMD:	0.00	0.00	0.00	0.00
<u>ACD 46 WMD - 80-06</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	11,990.00	11,990.00	39,710.00	(27,720.00)
Total expenses	11,990.00	11,990.00	39,710.00	(27,720.00)
Total Revenues Over/(Under)				
Expenditures - ACD 46 WMD:	(11,990.00)	(11,990.00)	(39,710.00)	27,720.00
<u>RCD 4 WMD - 80-07</u>				
Revenues				
Special Assessments	0.00	5,000.37	0.00	5,000.37
Total Revenues	0.00	5,000.37	0.00	5,000.37
Expenses				
Engineering	967.80	5,519.10	0.00	5,519.10
Construction	0.00	0.00	145,000.00	(145,000.00)
Total expenses	967.80	5,519.10	145,000.00	(139,480.90)
Total Revenues Over/(Under)				
Expenditures - RCD 4 WMD:	(967.80)	(518.73)	(145,000.00)	144,481.27

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>RCD 4 REPAIR - 80-08</u>				
Revenues				
General Property Tax	0.00	0.00	81,814.00	(81,814.00)
Total Revenues	0.00	0.00	81,814.00	(81,814.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	645.20	3,679.40	90,000.00	(86,320.60)
Total expenses	645.20	3,679.40	95,000.00	(91,320.60)
Total Revenues Over/(Under)				
Expenditures - RCD 4 Repair:	(645.20)	(3,679.40)	(13,186.00)	9,506.60
<u>MUNICIPAL PDS MAINTENANCE - 80-15</u>				
Revenues				
General Property Tax	0.00	0.00	43,060.00	(43,060.00)
Total Revenues	0.00	0.00	43,060.00	(43,060.00)
Expenses				
Contracted Services	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Municipal PDS	0.00	0.00	(6,940.00)	6,940.00
<u>WJD BRANCH 1/2 REPAIR - 80-20</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under)				
Expenditures - WJD Branch 1/2:	0.00	0.00	0.00	0.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>AWJD 3 REPAIR - 80-21</u>				
Revenues				
General Proprty Tax	0.00	0.00	111,956.00	(111,956.00)
Total Revenues	0.00	0.00	111,956.00	(111,956.00)
Expenses				
Legal Notices	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	904.60	5,000.00	(4,095.40)
Engineering	0.00	0.00	24,000.00	(24,000.00)
Construction	42,869.94	156,415.84	100,000.00	56,415.84
Total expenses	42,869.94	157,320.44	130,000.00	27,320.44
Total Revenues Over/(Under)				
Expenditures - AWJD 3	(42,869.94)	(157,320.44)	(18,044.00)	(139,276.44)
<u>ACD 15 & AWJD 4 WMD - 80-22</u>				
Revenues				
General Property Tax	0.00	0.00	15,820.00	(15,820.00)
Total Revenues	0.00	0.00	15,820.00	(15,820.00)
Expenses				
Professional Services	0.00	0.00	8,370.00	(8,370.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Total expenses	0.00	0.00	18,370.00	(18,370.00)
Total Revenues Over/(Under)				
Expenditures - AWCD 15	0.00	0.00	(2,550.00)	2,550.00
<u>ACD 15 & AWJD 4 - 80-23</u>				
Revenues				
General Property Taxes	0.00	0.00	198,076.00	(198,076.00)
Total Revenues	0.00	0.00	198,076.00	(198,076.00)
Expenses				
Professional Services	0.00	0.00	30,000.00	(30,000.00)
Contracted Services	0.00	0.00	200,000.00	(200,000.00)
Total expenses	0.00	0.00	230,000.00	(230,000.00)
Total Revenues Over/(Under)				
Expenditures - ACD 15 & AWJD 4:	0.00	0.00	(31,924.00)	31,924.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 53-62 WMD - 80-24</u>				
Revenues				
Special Assessments	0.00	0.00	26,782.00	(26,782.00)
ROW Charges	0.00	0.00	2,405.00	(2,405.00)
Total Revenues	0.00	0.00	29,187.00	(29,187.00)
Expenses				
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	25,000.00	(25,000.00)
Construction	0.00	0.00	15,985.00	(15,985.00)
Total expenses	0.00	0.00	42,985.00	(42,985.00)
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 WMD:	0.00	0.00	(13,798.00)	13,798.00
<u>ACD 53-62 REPAIR - 80-25</u>				
Revenues				
General Property Taxes	0.00	0.00	86,120.00	(86,120.00)
Total Revenues	0.00	0.00	86,120.00	(86,120.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	95,000.00	(95,000.00)
Total expenses	0.00	0.00	100,000.00	(100,000.00)
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 Repair:	0.00	0.00	(13,880.00)	13,880.00
Total Revenue Over/(Under) Expenditur	\$ (163,208.02)	\$ (334,390.31)	(407,390.00)	72,999.69

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LAKE & STREAM MANAGEMENT - 90-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 3,731.58	306,735.00	(303,003.42)
Interest Income	0.00	9,703.28	63,266.00	(53,562.72)
Investment Income	0.00	3,324.04	0.00	3,324.04
Total Revenues	0.00	16,758.90	370,001.00	(353,242.10)
Expenses				
Wages	16,854.25	46,190.01	230,497.00	(184,306.99)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	1,969.83	8,175.72	29,940.00	(21,764.28)
PERA Expense	1,264.07	3,454.73	17,287.00	(13,832.27)
Payroll Taxes	1,232.13	3,225.34	18,025.00	(14,799.66)
Office Supplies	0.00	(81.00)	1,225.00	(1,306.00)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	55.00	250.00	(195.00)
Rent	861.72	3,446.88	11,100.00	(7,653.12)
Telecommunications	264.25	772.88	3,750.00	(2,977.12)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	98.50	121.38	5,000.00	(4,878.62)
Insurance and Bonds	755.70	3,504.10	4,000.00	(495.90)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	0.00	22.78	550.00	(527.22)
Vehicle	0.00	68.99	15,000.00	(14,931.01)
Audit & Accounting	676.88	1,964.02	10,500.00	(8,535.98)
Professional Services	0.00	0.00	2,000.00	(2,000.00)
Contracted Services	315.38	315.38	7,500.00	(7,184.62)
Legal	168.29	168.29	1,000.00	(831.71)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	19.95	234.54	1,100.00	(865.46)
Total Expenses	24,480.95	71,639.04	370,001.00	(298,361.96)
Total Revenues Over/(Under)				
Expenditures - Lake & Stream Mgmt.	(24,480.95)	(54,880.14)	0.00	(54,880.14)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>WATER QUALITY GRANT PROGRAM - 90-01</u>				
Revenues				
General Property Tax	0.00	0.00	187,000.00	(187,000.00)
Total Revenues	0.00	0.00	187,000.00	(187,000.00)
Expenses				
Professional Services	0.00	0.00	24,000.00	(24,000.00)
Contracted Services	4,578.00	4,578.00	56,000.00	(51,422.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	0.00	205,000.00	(205,000.00)
Total expenses	4,578.00	4,578.00	287,000.00	(282,422.00)
Total Revenues Over/(Under)				
Expenditures - Water Quality:	(4,578.00)	(4,578.00)	(100,000.00)	95,422.00

SURFACE WATER MONITORING & MGMT. PROGRAM - 90-04

Revenues				
General Property Tax	0.00	0.00	228,400.00	(228,400.00)
Total Revenues	0.00	0.00	228,400.00	(228,400.00)
Expenses				
Field Supplies	0.00	0.00	2,500.00	(2,500.00)
Computer Software	20,000.00	21,903.00	27,000.00	(5,097.00)
Telecommunications	0.00	0.00	1,000.00	(1,000.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	0.00	150.00	1,800.00	(1,650.00)
Vehicle	0.00	39.60	0.00	39.60
Contracted Services	0.00	3,534.25	102,200.00	(98,665.75)
Legal	0.00	0.00	500.00	(500.00)
Engineering	12,445.00	12,445.00	29,000.00	(16,555.00)
Computer Equipment	0.00	0.00	5,000.00	(5,000.00)
Equipment	0.00	0.00	11,500.00	(11,500.00)
Repairs & Maintenance	0.00	0.00	300.00	(300.00)
Lab Expense	1,584.00	1,584.00	59,000.00	(57,416.00)
Total expenses	34,029.00	39,655.85	240,000.00	(200,344.15)
Total Revenues Over/(Under)				
Expenditures - Surface Water:	(34,029.00)	(39,655.85)	(11,600.00)	(28,055.85)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>COMMON CARP MANAGEMENT - 90-26</u>				
Revenues				
General Property Tax	0.00	0.00	167,800.00	(167,800.00)
Total Revenues	0.00	0.00	167,800.00	(167,800.00)
Expenses				
Field Supplies	40.98	40.98	0.00	40.98
Telecommunications	90.40	103.54	200.00	(96.46)
Staff Travel	0.00	0.00	100.00	(100.00)
Professional Services	10,400.00	12,334.53	150,000.00	(137,665.47)
Contracted Services	0.00	0.00	3,000.00	(3,000.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	5,000.00	(5,000.00)
Construction	0.00	0.00	30,000.00	(30,000.00)
Equipment	0.00	0.00	10,700.00	(10,700.00)
Total expenses	10,531.38	12,479.05	200,000.00	(187,520.95)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	(10,531.38)	(12,479.05)	(32,200.00)	19,720.95
<u>CURLY LEAF PONDWEED MGMT. - 90-27</u>				
Revenues				
General Property Tax	0.00	0.00	28,000.00	(28,000.00)
Total Revenues	0.00	0.00	28,000.00	(28,000.00)
Expenses				
Contracted Services	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	0.00	0.00	(22,000.00)	22,000.00
Total Revenue Over/(Under) Expenditur	\$ (73,619.33)	\$ (111,593.04)	(165,800.00)	54,206.96

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT FACILITIES - 95-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 1,406.79	206,244.00	(204,837.21)
Interest Revenue	0.00	6,345.64	15,391.00	(9,045.36)
Investment Interest	0.00	2,173.82	0.00	2,173.82
Total Revenues	0.00	9,926.25	221,635.00	(211,708.75)
Expenses				
Wages	12,144.61	30,851.58	133,258.00	(102,406.42)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	1,366.23	5,415.95	16,607.00	(11,191.05)
PERA Expense	910.90	2,382.70	9,994.00	(7,611.30)
Payroll Taxes	916.53	2,392.54	10,586.00	(8,193.46)
Office Supplies	0.00	0.00	613.00	(613.00)
Field Supplies	0.00	0.00	250.00	(250.00)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	125.00	(125.00)
Rent	430.87	1,723.48	5,550.00	(3,826.52)
Telecommunications	132.13	386.45	1,875.00	(1,488.55)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	174.25	185.69	2,500.00	(2,314.31)
Insurance & Bonds	377.85	1,752.05	2,000.00	(247.95)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Vehicle Expense	0.00	48.72	15,000.00	(14,951.28)
Audit & Accounting	338.45	982.00	5,250.00	(4,268.00)
Professional Services	0.00	0.00	2,000.00	(2,000.00)
Contracted Services	210.23	210.23	5,000.00	(4,789.77)
Legal	168.29	168.29	1,000.00	(831.71)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	9.98	117.24	550.00	(432.76)
Total Expenses	17,180.32	46,616.92	221,635.00	(175,018.08)
Total Revenues Over/(Under)				
Expenditures - District Facilities:	(17,180.32)	(36,690.67)	0.00	(36,690.67)

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Three Months Ending March 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT FACILITIES REPAIR - 95-03</u>				
Revenues				
General Propety Tax	0.00	0.00	244,300.00	(244,300.00)
Total Revenues	0.00	0.00	244,300.00	(244,300.00)
Expenses				
Legal	0.00	0.00	17,000.00	(17,000.00)
Engineering	0.00	0.00	43,000.00	(43,000.00)
Construction	0.00	0.00	240,000.00	(240,000.00)
Total expenses	0.00	0.00	300,000.00	(300,000.00)
Total Revenues Over/(Under)				
Expenditures - District Facilities Repair	0.00	0.00	(55,700.00)	55,700.00
<u>INSPECTION OPERATION & MAINTENANCE - 95-04</u>				
Revenues				
General Propety Tax	0.00	0.00	26,000.00	(26,000.00)
Interest	0.00	0.00	20,000.00	(20,000.00)
Total Revenues	0.00	0.00	46,000.00	(46,000.00)
Expenses				
Field Supplies	0.00	0.00	5,000.00	(5,000.00)
Telecommunications	58.71	83.24	0.00	83.24
Vehicle	0.00	22.50	0.00	22.50
Contracted Services	500.00	500.00	40,000.00	(39,500.00)
Legal	0.00	2,774.00	3,000.00	(226.00)
Engineering	0.00	0.00	40,000.00	(40,000.00)
Construction	0.00	0.00	29,000.00	(29,000.00)
Equipment	0.00	0.00	3,000.00	(3,000.00)
Total expenses	558.71	3,379.74	120,000.00	(116,620.26)
Total Revenues Over/(Under)				
Expenditures - Wall Wetland Restoration	(558.71)	(3,379.74)	(74,000.00)	70,620.26
Total Revenue Over/(Under) Expenditur	\$ (17,739.03)	\$ (40,070.41)	(129,700.00)	89,629.59

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports

MEMORANDUM

Rice Creek Watershed District



Date: March 20, 2024
To: RCWD Board of Managers
From: Ali Chalberg, Watershed Technician & Inspector
Subject: Staff Report 2/20/2024 – 3/20/2024

Highlights from Preceding Month

Overview:

This month's weather has meant an early season kick-off to the monitoring season. Matt, Catherine and I have been busy monitoring our lakes and streams for chloride in addition to our regular parameters. The spring construction season is well underway and with the snowmelt comes inspections for compliance and potential permit closures.

Inspections

- ❖ Coordinated special stipulation and site review with contractors
- ❖ Review and work with HEI to approve as-built surveys
- ❖ Inspected temporary BMPs on construction sites to ensure compliance with snowmelt/runoff
- ❖ Early season closeout inspections

Lakes/Streams

- ❖ Lake Monitoring
 - Canoe
 - Boat
- ❖ Streams
 - Chloride Monitoring
- ❖ WISKI database set up

Meetings

- ❖ Inspection team meetings
- ❖ Staff meetings
- ❖ WISKI – KISTERS

MEMORANDUM

Rice Creek Watershed District



Date: March 15, 2024
To: RCWD Board of Managers
From: Terrence Chastan-Davis, Inspection Coordinator
Subject: Staff Report (February 21-March 18, 2024)

Highlights from Preceding Month

- ✓ Completed 7 inspections of projects and reviewed files to confirm rule compliance.
 - Met with 3 site supervisors to discuss corrective actions on site.
 - Sent out inspection reports with specified corrective actions and requested updates when corrective actions were complete.
- ✓ Assisted Ramsey County SWCD and Washington Conservation District contracted inspectors with specific permit inquiries and non-compliant sites.
- ✓ Reviewed several permit closure memos provided by contracted inspectors and internal staff.
- ✓ Reviewed and coordinated the review of 3 as-built surveys for compliance with the approved plans.
- ✓ Reviewed Washington Conservation District monthly invoice for inspection services.
- ✓ Coordinated and finalized the RCWD apparel order for Board members, CAC members, and District staff.
- ✓ Presented on the RCWD inspection program at the CAC meeting.
- ✓ Attended the all-staff CPR and first aid training.
- ✓ Recommended 2 permits for closure and/or surety returns/partial returns.
- ✓ Assisted in responding to questions and concerns from the public, applicants, contractors, and contracted inspectors.

MEMORANDUM

Rice Creek Watershed District



Date: March 20th, 2024
To: RCWD Board of Managers
From: Anna Grace, Regulatory Technician
Subject: Staff Report 2/21/24 – 3/19/24

- Created new permit files for online database and Laserfiche.
- Created new review files for online database and Laserfiche.
- Reviewed new permit applications and Initial Completeness Review Checklists were completed.
- Sent incomplete notice emails and continued working with applicants in tandem with RCWD staff and HEI consultants to receive all the required application materials.
- Continued coordinating with RCWD staff and inspectors with violations.
- Sent nine permit applications to HEI for review.
- Sent two permit applications to RCWD (myself) for review.
- Received six new review file inquiries for permit/past file/landowner/consultant/violation/City.
- Provided office duty coverage for various regulatory duties (Administrative Permit Reviews, Administrative/Board Notices, CAPROC Notices, and Permit Issuance).
- Phone and email correspondence.
- Attended 13 scheduled meetings.
 - Scheduled and attended pre-application meeting with project consultants, HEI, and RCWD for proposed apartment complex in Centerville.
 - Attended the MN Stormwater Seminar Series webinar, “Rethinking Green Stormwater Infrastructure.”
 - Attended the CPR, First Aid, AED, and Basic Life Support Training coordinated by Office Manager, Theresa Stasica and hosted by Todd Amundson of Fresh Start for Safety.

MEMORANDUM

Rice Creek Watershed District



Date: March 20, 2024
To: RCWD Board of Managers
From: Abel Green, Technical Field Assistant
Subject: Staff Report

- Working onsite ongoing projects speaking with interested or concerned landowners and passersby answering questions
- Inspect ditches after rain events and inspecting ditches that were reported by the public to be flooded or unfunctional, ensuring the system is still functioning as intended and there are no obstructions impeding flow
- Maintain proper signage around facilities that instruct and inform citizens about our facilities that are operating or to inform them of animal conservation activities
- Meet with concerned citizens to discuss proposed plans and contracts to give them more information about the process and what will actually happen and how it can potentially impact their land with updated timelines
- Found an issue with the Hansen Iron Enhanced Sand facility where mud and muck was pumped and distributed to sand beds, working to mitigate any future operation; planning with the city of New Brighton to pump and jet lift station pipes when more consistent warmer weather arrives
- Oasis park IESF still has the damaged pipe and are planning the repair for Spring; Working with city partners and EPG to update modem for remote function and monitoring and the new data plan from the city; Working with city partners about planned paving of the walkway that goes over the top of current pipe from lift station to sand beds
- General maintenance and grounds upkeep of district facilities and facility equipment after removal for proper storage
- Work with city partners to build and grow closer working relationships and communications
- Coordinated and scheduled repairs to district vehicles keeping district staff updated about availability and completion
- Working through various beaver activities to maintain drainage system and removing obstructions and blockages

MEMORANDUM
Rice Creek Watershed District

Date: March 20th, 2024
To: RCWD Board of Managers
From: Patrick Hughes, Permit Coordinator/Wetland Specialist
Subject: Staff Report for 02/21/24 to 03/20/24

Summary

- Created new permit and review files for the online database
- Sent notice of wetland boundary/type application – 23-242R
- Sent notice of replacement plan application – 24-004
- Sent notice of no-loss/exemption decision – 24-007
- Sent notice of administrative action to Board – 24-006, 24-007
- Assisted in the drafting of engineer's reports – 23-010, 23-079, 24-004, 24-005, 24-007
- Attended the 02/28/2024 and 3/13/2024 Board Meetings
- Hosted Anoka TEP meeting – Bayview Villas, 35W Logistics Center, RCCOL
- Participated in spring city/county partner meeting planning
- Hosted pre-application meeting for 400 Apollo Drive
- Attended collaborative water resources discussion with City of Roseville staff
- Assisted in appraisals for inspection coordinator, regulatory technician, permit technician
- Discussed approach for 2024 rule and program revisions
- Attended site compliance reviews – 1112 Bucher Ave, 5447 Lake Ave, 1057 Black Duck Drive
- Submitted annual WCA report for activities within Anoka County
- Participated in Silver View Park/Wood Lake grant opportunity discussion
- Attended WBIF implementation meeting
- Participated in targeted outreach/projects program discussion
- Distributed annual WCA monitoring reports – 17-037, 18-112, 19-114
- Hosted pre-application meeting for Forest Lake Airport expansion project
- Attended City of Forest Lake monthly staff meeting in March
- Attended pre-application meeting for 1687 Westview Street apartments
- Presented at 3/11/24 Board workshop – 2024 rule revision and regulatory program update
- Hosted pre-application meeting for Peltier Estates re-application
- Met with City of Blaine and DR Horton regarding Lexington Woods reuse system
- Met with City of Centerville regarding their public works site approval from 2004
- Met with City of Blaine regarding Site 7 wetland bank and upcoming public works efforts
- Attended CPR/First Aid/AED all-staff training
- Hosted pre-application meeting for Rice Creek Commons Outlot A development
- Submitted 2023 annual WCA report to BWSR
- Attended regular RCWD leadership meeting

MEMORANDUM

Rice Creek Watershed District



Date: March 20, 2024
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Staff Report 2/21 – 3/20/2024

Highlights for Preceding Month

Bold items required significant time & attention

- Monitoring
 - Data entry, analysis, and reporting
 - 2024 lake plant survey planning
 - **Kisters WISKI database training and development, data integration**
 - **Finalize *Monitoring Notes* – annual monitoring plan specifics**
 - **Chloride monitoring - lakes**
- Centerville Lake Alum project
 - **Partner meetings – Cities of Centerville and Lino Lakes, and Anoka County**
 - **Site access development**
 - **Public Meeting planning**
 - **Review and release of project specifications**
- **Long Lake Carp Management**
 - Long Lake / Rice Creek site setup – equipment, security, testing
 - Minor repairs to electric barrier
 - 2024 professional services development and agreements
- Clear Lake / WCD retrofit project – meet with all project partners
- Watershed Based Implementation Funding (CWF) meeting (internal RCWD staff)
- Circle Pines City Council meeting – present Golden Lake carp survey results and delisting news
- GIS program development – initiate “handoff” of RCWD GIS responsibilities to Ali
- Serve on the State’s Restoration Advisory Panel (focus: carp and alum) & Alum workshop
- White Bear Lake (city) street sweeping meeting
- City of Rosedale meeting – project development
- Program Manager Development & Team Leader Meeting
 - Timesheet and leave requests – process development
 - Initiate regular team meetings
 - Staff reviews
 - CPR / First aid training

MEMORANDUM

Rice Creek Watershed District



Date: March 20th, 2024
To: RCWD Board of Managers
From: Molly Nelson, Outreach and Grants Technician
Subject: Staff Report 2/22/24 - 3/20/24

Introduction

The highlights of my work from February 22nd to March 20th are as follows: (Note that these are highlights and not the full extent of all work that I have done).

- Reviewed and approved R24-02 St. Michaels Church Raingarden Grant.
- Wrote and sent a declination letter to all the remaining mini grant applicants.
- Communicated and planned with new applicants for the Water Quality Grant program
- Began preparations for maintenance materials and setting the structure of a maintenance inspection component to the grants programs.
- Met with Lino Lakes, Mounds View, and Washington County for some targeting efforts and grant support on upcoming municipal projects.
- Added backlogging grants to MS4Front database.
- Outline changes that need to be made to the MS4front BMP module and the components for an online mini grant application to present to HEI.
- Met with SWCDs for quarter 1 check-ins and addressed any other questions.
- Met with Hennepin County Master Gardeners to support raingarden outreach and promote the grant programs within that community.
- Attended some preliminary site visits in Washington County for potential grant applications.
- Attended the February Washington County Water Consortium meeting and used information from the discussions to start planning how chloride management can be incorporated into Water Quality Grant Program.
- Worked on the MS4Front grants module improvements and online application proposal for HEI.
- Organized annual newsletter outreach recipients in excel and sent Q1 newsletters to partnering cities.
- Assisted in CAC meeting coordination and communications for the February meeting.
- Continued work with Kendra Sommerfeld on Outreach Programs and communications with the Public.
- Created a new BMP tracking spreadsheet for the Water Quality Grant Program to reflect the changes needed to improve in 2024.
- Attended the Washington County Consortium meeting.
- Began planning and researching for city partners request on support for enhanced street sweeping.
- Attended CPR and First Aid training

MEMORANDUM

Rice Creek Watershed District



Date: 3/20/24
To: RCWD Board of Managers
From: Catherine Nester, District Technician/Inspector
Subject: Staff Report 2/21/24 – 3/19/24

Highlights from Preceding Month

- Continued arrangements for the new monitoring data management platform (WISKI), including finalizing system installation, data preparation/organization, virtual meetings, and an in-person workshop with a company representative to start building the system.
- Continued preparations for an upcoming chloride monitoring project in Rice Creek by U of MN students.
- Prepared for special monitoring on Centerville Lake relating to the upcoming alum treatment.
- Performed routine monitoring equipment maintenance and calibration.
- Prepared monitoring equipment and stocked supplies for the 2024 monitoring season.
- Finalized the 2024 monitoring notes document and chloride monitoring plan in collaboration with other lake and stream program staff.
- Performed routine stream/chloride monitoring at various stream and ditch monitoring sites throughout the District.
- Analyzed data and continued drafting technical memos on two of the District's iron-enhanced sand filter systems (Hansen Park and Bald Eagle Lake).
- Confirmed 2024 lake monitoring volunteers for the Met Council's Citizen-Assisted Monitoring Program.
- Ongoing coordination and communication with staff, HEI, and affected cities and watersheds regarding proposed legal boundary updates in Ramsey, Anoka, and Hennepin counties.
- Finalized SMART goals for 2024 as part of the annual performance appraisal process.

MEMORANDUM

Rice Creek Watershed District



Date: March 20, 2024
To: RCWD Board of Managers
From: Ashlee Ricci, Drainage & Facilities Manager
Subject: Staff Report (02/21/2024 – 03/20/2024)

Highlights from Preceding Month

- Attended regular staff meetings, Board workshops and meetings, leadership team meetings
- Responded to citizen inquiries regarding drainage concerns
- Managed contracted services agreement workplans
- Continued work plan implementation for District Facilities and Public Drainage Systems
- Reviewed invoices for approval and coordinated payments with Office Manager
- Continue coordination with Project Support Specialist of device procurement
- Review phone service provider proposal
- Supervised work tasks for Field Technical Assistant and Public Drainage Inspector
- Managed budgets for IT and public drainage and facilities
- Coordinated and met with Birchwood Village on draft PLOP MOA terms
- Present annual inspection report and program updates for PDS & DF
- AWJD 3 Branches 1, 2, & 4 repair: walk-through with landowners
- Completed inspections for drainage systems and facilities
- Coordinate workplans with PDS/DF team
- Complete annual reporting requirements for DNR appropriation permits
- Wrap up and hand-off tasks to PDS, DF, and IT teams

MEMORANDUM

Rice Creek Watershed District



Date: March 20, 2024
To: RCWD Board of Managers
From: Will Roach, Watershed Technician/Inspector
Subject: Staff Report, February 25th – March 20th, 2024

Introduction

- Finalized 2024 Stormwater Grant Presentation.
- Presented funding recommendations to the RCWD Board of Managers for the 2024 Stormwater Management Grant Program at the Feb 28th Board Meeting.
- Participated in internal inspection teams meetings.
- Participated in an on-site meeting and discussion with City, County, and RCWD staff at Silver View Park in Mounds View.
- Attended a virtual meeting with RCWD and White Bear Lake staff.
- Conducted site inspections for various Forest Lake and Columbus sites and issued the corresponding inspection reports.
- Drafted the grant agreements which offered the total fund amounts decided on by the Board of Managers for the 2024 SMG program.
- Attended and participated in the Monthly Engineering Updates meeting with Forest Lake.
- Looked into Willernie's 2019 SMG project to determine what outstanding items remained and coordinated with City staff on what those items were and best steps on how to proceed. \
- Attended the RCWD First Aid/CPR Training.



MEMORANDUM

Rice Creek Watershed District

Date: March 20, 2024
To: RCWD Board of Managers
From: Tom Schmidt, Public Drainage Inspector
Subject: Staff Report March 2024

Highlights for this month

Responded to and addressed constituent concerns/questions about the public drainage system and district facilities.

Completed steep ditch bank right-of-way brush/ tree mowing on ACD # 10-22-32 in Lino Lakes (Dunaway Construction).

Initiated steep ditch bank right-of-way brush/ tree mowing on ACD #53-62 1, lateral 1 in Blaine (near Walmart and along 35 W) (Dunaway Construction).

Continued working with Scandia Trucking and excavating on the completion of the tile replacement project on WJD #5 in Forest Lake (in process).

Attended Priebe Lake outlet project MOA discussion meeting with other staff at the City of Birchwood village.

MEMORANDUM

Rice Creek Watershed District

Date: March 20, 2024
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Manager
Subject: Staff Report 02/20/2024-3/20/2024

MN Water Stewards

- Planning 2024 program, finding capstone projects and completing check ins
- Art for Water project partnership with White Bear Center for the Arts- artist selected
 - Capstone project planning in progress
 - Working with Fridley on their Public Art Plan

Partnerships/Collaborations

- Blue Thumb workshops scheduled for 2024 with various partners
- Partnership with Growing Green Hearts- Program executed
- Attending Blue Thumb steering committee meetings
- Planning events with EMWREP
- Improving Blue Thumb partnership and creating outreach events in RCWD
- Various city newsletter submissions
- Planning Spring 2024 city/county partner meeting

Targeted Outreach Program

- Working on targeted outreach initiatives and planning for 2024

Project Outreach

- Centerville Lake Alum Project
- Jones Lake/I35W Flood Mitigation work with MN legislation.
 - Bills in progress, fact sheet created
- Grant program outreach for new application periods. Working with various cities and SWCD on project and grant outreach.

2023 Annual Report

- In progress

MEMORANDUM

Rice Creek Watershed District



Date: March 20, 2024
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: Staff Report 2/22/2024 to 3/20/2024

- Coded invoices for payment this month which were reviewed by Administrator Nick Tomczik and Treasurer Marcie Weinandt and sent to our accountant Bonnie Burns via an excel spreadsheet.
- Provide bi-monthly payroll template to Redpath and updated information as needed.
- Uploaded requested documents to Suralink for the auditors.
- Provided additional information to auditors as needed.
- Gathered all timesheets and reviewed employee timesheets for administrator's final review.
- Track accounts receivable and deposit checks as needed.
- Review and track monthly financial reports.
- Tracking grant expenses for FY2023 WBIF grant and 2024 CWF Centerville Lake grant.
- Tracking payments for ACD 53-62 MT ROW payments
- Handled HR/Benefit issues and entered information needed on vendor portals.
- Registered on PERA ERIS portal and reviewed information.
- Provide minute templates to TimeSavers for meetings. Reviewed and edited regular Board minutes.
- Provided draft minutes for the Board workshop.
- Review monthly check register and interim financial statements.
- Retrieved, reviewed, and coded statements for district 6 bank accounts.
- Monitor District financial accounts and investments, US Bank and 4M.
- Gathered information for SinglePointe check positive pay cost and administration.
- Provide requested information to Board members and Administrator as needed.
- Assisted Board and Staff as needed.
- Reviewed agenda packets and provided comments.
- Attended board meetings and staff meetings.
- Placed orders for supplies as needed.
- Attended CPR/First Aid training.
- Maintain Laserfiche filing system and scanned documents District receives into Laserfiche.
- Preparing paperwork for departing staff.

MEMORANDUM
Rice Creek Watershed District



Date: March 20th, 2024
To: RCWD Board of Managers
From: Abby Tekiela, Project Technician
Subject: Staff Report 02/21/2024 to 03/20/2024

- Awarded Clean Water Fund Conservation Corps Crew time
- Attended and completed all staff CPR, first aid, AED, and basic life support training
- Reviewed hardcopy permit files and prepared for digital scanning
- Uploaded digital scans of hardcopy permit files to respective Laserfiche folders
- Researched and implemented improved Zoom security protocols
- Assembled 02/28/2024 Board Meeting agenda and agenda packet
- Assembled 03/06/2024 CAC agenda and agenda packet
- Assembled 03/11/2024 Board Workshop agenda and agenda packet
- Assembled 03/13/2024 Board Meeting agenda and agenda packet
- Attended Inspection Team Meeting
- Attended 02/29 Staff Meeting
- Attended 03/14 Staff Meeting
- Held internal WBIF meeting for Program Managers
- Initiated update and maintenance work on large conference room computer
- Provided general technical support to staff

MEMORANDUM

Rice Creek Watershed District



Date: March 20, 2024
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: Staff Report – March 2024

Highlights for Preceding Month

- ✓ Administrative
 - Program Manager Meeting
 - Administrative E-signature Policy
 - All-Staff Appraisals -SMART Goals
 - Staff Meeting
 - Staff Appraisals
 - Salary Administration
 - Legislator Efforts – I35W Flood Mitigation, RCD235
 - CPR Training
 - Audit Discussions
 - Accounts Payable Review
 - Personnel Leave Requests
 - Board Meetings & Staff Meetings
 - Gallagher Salary Market Study
 - Staff Resignation
- ✓ Communication & Outreach
 - Targeted Outreach Discussions
 - Centerville Lake Outreach Plan
 - City County Partner Meeting Planning
 - Silver View Park/Wood Lake Mounds View Project Discussion
 - Blue Thumb Trademark Transfer
 - CAC Membership Attendance and Vacancies
- ✓ Information Management
 - MS4 Front Advancement
- ✓ Restoration Projects
 - Priebe Lake Outfall Project (PLOP) Birchwood Village Discussions
 - White Bear Lake Street Sweeping Discussions
 - Watershed Based Implementation Funding (WBIF) Discussions
 - Jones Lake – Regulatory Early Project engagement
 - WSB Storm Water Reuse Assessment
 - New Brighton FEMA Discussion
 - SW Management Grant
- ✓ Regulatory
 - Rule and Program Revision Discussions
 - Permit closures
 - Permit Management Discussions
 - Regulatory / PDS Coordination
- ✓ Ditch & Creek Maintenance
 - Biweekly Program Discussions with Consultants
 - ACD 10-22-32 Alternative #4 Assessment - MnDNR
 - ACD 53-62 Repair Discussions, CP's Pond
- ✓ Lake & Stream Management
 - Centerville Lake In Lake Treatment Discussions
- ✓ District Facilities
 - Facility operations, Implementation Discussions

ITEMS FOR DISCUSSION AND INFORMATION

2. April 2024 Calendar



MARCH						
S	M	T	W	T	F	S
3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

APRIL						
S	M	T	W	T	F	S
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

MEMORANDUM

Rice Creek Watershed District

Date: March 20, 2024
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: April Calendar

- Wednesday, April 3, 5:30 p.m.** Citizen Advisory Committee Meeting,
 Board Liaison Manager Wagamon, RCWD District Conference Rm & remotely*
- Monday, April 8, 9 a.m.** Board Workshop
 RCWD District Conference Room and remotely*
- Wednesday, April 10, 9 a.m.** Regular Board of Managers Meeting
 at Shoreview City Hall Council Chambers and remotely*
- Thursday, April 11, 5 p.m.-6 p.m.** Centerville Lake Alum Treatment Public Meeting
 Wargo Nature Center, 7701 Main St, Lino Lakes, MN 55038
- Thursday, April 11** Deadline for submission of Expense Report
- Wednesday, April 24, 9 a.m.** Regular Board of Managers Meeting
 at Shoreview City Hall Council Chambers and remotely*
- Wednesday, April 24, 1 p.m.-3 p.m.** RCWD City/County Partner Meeting,
 New Brighton Community Center Room 224, 400 10th St NW,
 New Brighton, MN 55112