RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, January 9, 2019, 9:00 a.m.

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

Agenda

CALL TO ORDER

ROLL CALL

SETTING OF THE AGENDA

APPROVAL OF DECEMBER 10, 2018 WORKSHOP MINUTES, DECEMBER 12, 2018 REGULAR MEETING MINUTES, AND DECEMBER 20, 2018 SPECIAL MEETING MINUTES.

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

<table>
<thead>
<tr>
<th>No.</th>
<th>Applicant</th>
<th>Location</th>
<th>Plan Type</th>
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</tr>
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<td>CAPROC 5 items</td>
</tr>
</tbody>
</table>

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 January 3, 2019.

OPEN MIKE

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. Consider the City of Mounds View’s request to extend Cost‐Share Agreement for Lambert Avenue Storm Sewer Extension. (Kyle Axtell)
2. Consider Citizen Advisory Committee Appointments. (Beth Carreño)
3. Consider City of Spring Lake Park Local Water Plan. (Lauren Sampedro)
4. Consider Authorizing Staff to further research Electronic Meeting Participation (pending workshop discussion). (Phil Belfiori)
5. Consider Addendum #2 to the RCWD Watershed Management Plan. (Phil Belfiori)
6. Consider Check Register dated January 9, 2019, in the amount of $58,712.39 prepared by Redpath and Company.

ITEMS FOR DISCUSSION AND INFORMATION
1. Presentation on Basic Water Management Projects: A Watershed‐City Partnership‐Chris Otterness, HEI.
2. District Engineer Update and Timeline.
3. Manager’s Update.
APPROVAL OF DECEMBER 10, 2018 WORKSHOP MINUTES, DECEMBER 12, 2018 REGULAR MEETING MINUTES, AND DECEMBER 20, 2018 SPECIAL MEETING MINUTES.
The Board convened workshop at 1:01 p.m.

Attendance: Board members: Patricia Preiner, Steve Wagamon, Barbara Haake, Mike Bradley, and John Waller.

Staff: Administrator Phil Belfiori; Public Drainage Inspector Tom Schmidt (portion of meeting); Water Resource Specialist Kyle Axtell (portion of meeting); Permit Coordinator/Wetland Specialist Nick Tomczik (portion of meeting); District Technician Samantha Berger (portion of meeting).

Consultants: District Engineers Chris Otterness and Garrett Monson (portion of meeting)-Houston Engineering (HEI); Drainage Attorney John Kolb-Rinke Noonan (portion of meeting); District Attorney Chuck Holtman-Smith Partners (portion of meeting).

Visitors: Todd Hubmer (portion of meeting), Corey Boyer (portion of meeting), Barbara Haake via telephone listening only.

Presentation from City of St. Anthony on Mirror Lake Stormwater Quality Improvement Project
City of St. Anthony Engineer Todd Hubmer provided a presentation to the Board on the history of the Mirror Lake flooding problems and the completed Mirror Lake Stormwater Quality Improvement Project which was funded in part by the by the District’s BWSR Targeted Watershed Grant and a cooperative agreement between the City of St. Anthony and the District.

Administrator Belfiori informed the Board this project was to help reduce flooding and part of the city’s petition for the RCD 2/3/5 Basic Water Management Project.

Project Manager Axtell informed the Board that this project came in $90,000 under the District’s maximum financial commitment to the project. The project was well managed by the city.

Mr. Hubmer told the Board he looked forward to working with the District on the City’s future Silver Lake Road Flooding project.

Update on MAWD Resolution Language
Attorney Kolb provided additional information on the previously proposed H.F.2687 which would remove ambiguity on public drainage system repair and DNR public waters. The Board provided comments and recommendations on some of the proposed language. Attorney Kolb informed the Board that the language maybe revised due to the new incoming governor and he will continue to work with MAWD and AMC on the proposed legislation.

Discussion on draft Guidelines for 2019 Water Quality Grant Program
Technician Samantha Berger discussed some proposed changes with the Board. These are: Change contract duration, allow contract amendments, and modify cost share application approval process. The
Board discussed with staff the importance to review specific practices within each cost-share application. The Board by consensus agreed to the proposed change to contract duration and approval of contract amendment, but the Board would still like to see/review each application. Applications could be listed as a consent agenda item. If a manager has a concern, the manager could pull the item from the agenda and review the application in detail.

**Presentation on the Minnesota Municipal Money Market (4M) Fund - Corey Boyer, PMA Financial Network, Inc.**

Mr. Corey Boyer reviewed with the Board the 4M Fund. The 4M Fund is a customized cash management program created in 1987 by the League of Minnesota Cities to provide a unique investment alternative to address the daily and long-term investment needs of Minnesota cities and other municipal entities. Mr. Boyer answered questions from the Board. Administrator Belfiori thanked Mr. Boyer for attending the workshop.

**Discussion on proposed Revision to RCWD Financial and Accounting Manual**

Administrator Belfiori informed the Board that the first proposed revision is being made so the District can invest according to MN State Statues. The second proposed revision originated from our annual audit preparation meeting with Redpath & Company which was also attended by Treasurer Wagamon. This revision is due to a federal grant the district received in 2018 to provide technical assistance with FEMA mapping through the State of MN. This item will be on the Board’s December 12 Board meeting agenda for action/approval.

The workshop was adjourned at 2:51 pm.
For Consideration of Approval at the January 9, 2019 Board Meeting.
Use these minutes only for reference until that time.

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, December 12, 2018

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

Minutes

CALL TO ORDER
President Patricia Preiner called the meeting to order, a quorum being present, at 9:00 a.m.

ROLL CALL
Present: President Patricia Preiner, 2\textsuperscript{nd} Vice-Pres. John Waller, Treasurer Steven Wagamon, and Secretary Michael Bradley.

Absent: 1\textsuperscript{st} Vice-Pres. Barbara Haake (with prior notice).

Staff Present: Administrator Phil Belfiori, Permit Coordinator/Wetland Specialist Nick Tomczik, Technician Samantha Berger, Project Manager Kyle Axtell, Technician Lauren Sampedro, Lake and Stream Specialist Matt Kocian, Office Manager Theresa Stasica.

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

Visitors: Marty Asleson, Maureen Hoffman.

SETTING OF THE AGENDA
District Administrator Belfiori noted that staff would like to add a new #2 under Discussion and Information, Bylaws Amendment Process.

\textit{Motion by Manager Bradley, seconded by Manager Wagamon to approve the agenda as amended.}
\textit{Motion carried 4-0.}

READING OF THE MINUTES AND THEIR APPROVAL
Minutes of the November 12, 2018 Workshop Meeting. \textit{Motion by Wagamon, seconded by Manager Waller to approve the minutes as presented.} \textit{Motion carried 4-0.}

Minutes of the November 14, 2018 Board of Managers Meeting. \textit{Motion by Wagamon, seconded by Manager Waller to approve the minutes as presented.}
Permit Coordinator/Wetland Specialist Tomczik stated that on line 60 of page 10, the word “not” should be inserted into the sentence that the federally owned land is not subject to RCWD regulations.

**Managers accepted friendly amendment. Motion carried 4-0.**

Minutes of the November 26, 2018 Workshop Meeting. **Motion by Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 4-0.**

**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:

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<td>18-102</td>
<td>PPF RTL Rosedale Center</td>
<td>Roseville</td>
<td>Final Site Drainage Plan</td>
<td>CAPROC 4 items</td>
</tr>
<tr>
<td>18-105</td>
<td>PD &amp; H Properties</td>
<td>Blaine</td>
<td>Final Site Drainage Plan</td>
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Manager Waller stated that it appears that for Permit No. 18-102, Roseville wants to install an underground container to catch the water and there are plans to survey so it is the right size. He asked that when staff is out surveying the size that they also ensure that there is an adequate way to clean and maintain the container.

Technician Berger explained that the underground structure was constructed as part of a previous permit on file and as part of that would have required an operations and maintenance agreement. She explained that typically those types of underground features have an access port for that purpose. She noted that the as-built survey was received yesterday and the structure is sized appropriately for the project.

It was moved by Manager Waller, seconded by Manager Bradley to approve the Consent Agenda item for permits 18-102 and 18-105 outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and Recommendations dated November 28 and December 5, 2018. **Motion carried 4-0.**

Permit Coordinator/Wetland Specialist Tomczik gave an update on the Anoka Hennepin project, Permit No. 17-125 (New Blaine Elementary School) and noted that the RCWD was contacted by their attorney. He stated that the attorney came to the office and met with staff and staff believes there is a better understanding and that all the necessary documents are in place in order to move forward.
OPEN MIKE – LIMIT 12 MINUTES. 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.

There was no one present to speak.

ITEMS REQUIRING BOARD ACTION


President Preiner noted this agenda item provides further opportunity for public comment on the District’s 2019 budget and levy.

President Preiner reported on September 12, 2018, the board of managers adopted resolution 2018-25 setting the District’s 2019 budget at $7,345,030 and approving a property tax levy of $4,710,392 with the remaining balance between the approved budget and the tax levy ($2,634,638) coming from revenues generated from grants, planned fund balance rollovers, and water management district charges. Up until the end of December, the Board has the ability to reconsider and reduce its levy. To that end, State law requires that the Board offer an opportunity for interested members of the public to comment on the Board’s September budget and levy action.

President Preiner stated if the Board should choose to adjust its levy, it would do so by resolution that would then be sent to the County auditors by late December. If the Board doesn’t adjust the levy, the September levy certification will stand and there is nothing more that the District needs to do. She invited anyone present in the audience to the podium if they would like to comment on the District’s 2018 budget or levy, and requested they state their name and address for the record.

There was no one present to speak.

2. Consider Final Certification of 2019 Tax Levy and Budget.

District Administrator Phil Belfiori directed the Board to the memo and 2019 budget documents beginning on page 33 of the agenda packet. He reported pursuant to Minnesota Statute 103D/B, the Board’s action on September 12, 2018 serves as both the preliminary and final levy, and budget certification to the counties. The counties have historically allowed watershed districts to revise and submit a final levy and budget certification on or before December 28th along with other local governments. If the Board of Managers has no intent to make any changes to the budget and levy adopted on September 12, no further action is required of the Board. If they do wish to make changes, a motion would be required, and if adopted, a new resolution would need to be acted on at this meeting. Administrator Belfiori provided 2019 budget highlights. He explained that the
property tax rate for a $200,000 home in RCWD will be the same as in 2018, which is approximately the equivalent of $36.30. He reiterated that there would be no change in rate or impact.

There were no further comments offered by the Board.

3. **Consider RCWD Carp Management Plan for Long Lake/Lino Lake Chain of Lakes. (Matt Kocian).**

Lake and Stream Specialist Matt Kocian gave a brief overview of the Carp Management Plan for Long Lake/Lino Lake Chain of Lakes and the Long Lake Targeted Watershed grant from BWSR. He stated that the purpose of the plan is to guide the annual program, budget and logistical planning and fulfill the BWSR contractual requirements for “project assurance”. He explained that the plan has two parts, one the overview of the RCWD carp management plan and the second would be the system-specific information and action plans for the Long Lake/Lino Lake Chain of Lakes. He stated that plan has flexibility to be expanded and will be reviewed every 5 years.

*Motion by Manager Bradley, seconded by Manager Wagamon, to adopt the RCWD Common Carp Management Plan and the Long Lake / Lino Lake Chain of Lakes System Plan, to fulfill obligations for the District’s 2014 BWSR Targeted Watershed Grant agreement. Motion carried 4-0.*

4. **Consider Veit and Companies, Inc. Pay Request #6 for the Middle Rice Creek Restoration Project.**

Lake and Stream Specialist Matt Kocian noted that the only item left to pay on this project is the retainage that was held back from Veit throughout the construction process. He stated that he is very happy with project outcome, and noted that it also finished under budget. He commended the project engineer, EOR, for their diligent construction observation as well as their meticulous attention to pay applications.

*Motion by Manager Waller, seconded by Manager Bradley, to approve final payment to Veit and Companies, Inc. for the Middle Rice Creek Restoration Project, for remaining retainage, in the amount of $8,238.64. Motion carried 4-0.*

District Administrator Belfiori thanked Lake and Stream Specialist Kocian for his work on the last two projects and Project Manager Axtell for his work on the two upcoming projects on the agenda. He noted that they have both done great work on these projects.

Manager Waller asked that his appreciation for keeping a close watch on the project costs be passed along to EOR.

5. **Consider Partial Pay Request #14 from Rachel Contracting, Inc. for Hansen Park Project.**

Project Manager Axtell noted that this project is not completely finished and still needs some minor work, such as putting another layer of asphalt on the trail. He noted that there have been six change orders which have used just under half of the contingency funds. He stated that he believes there is
some money in the original contract that will not be used and thinks that the project will come in under budget.

Motion by Manager Waller, seconded by Manager Bradley, to approve Rachel Contracting, Inc.’s pay request as submitted and certified by the District Engineer and direct staff to issue a payment in the amount of $146,587.39. Motion carried 4-0.

Manager Bradley noted that the District is in quite a different place than it was a year ago when the project was behind schedule and was surrounded by angry citizens.

Project Manager Axtell stated that he thinks the city is happy with the outcome and noted that there are still a few disgruntled citizens in the neighborhood, but overall the project is in a good place.

6. Consider City of Saint Anthony Final Pay Request #9 for Mirror Lake Stormwater Improvement Project.

Project Manager Axtell stated that the project is fully completed and noted that the city did a great job managing the project. He stated that this payment is for expenses through September and he suspects that there will be some minor items that happened after September, so there may yet be another reimbursement request at a later date. He stated that this project will also be finished under budget.

Motion by Manager Wagamon, seconded by Manager Bradley, to approve the City of Saint Anthony’s reimbursement request of $30,106.81 pursuant to the August 25, 2015 Cooperative Agreement. Motion carried 4-0.


Project Manager Axtell noted that BWSR’s grant policy requires project signage at all of the projects funded with Clean Water Fund dollars. He explained some of the reasons that there had not yet been signage developed for either the Middle Rice Creek project or the Hansen Park project. He noted that if the Board approved the signage, it will most likely be installed next summer.

Motion by Manager Waller, seconded by Manager Bradley, to direct staff to proceed with signage development and installation at the Hansen Park and Middle Rice Creek project sites in 2019 to fulfill the District’s obligations under its 2014 BWSR Targeted Watershed Demonstration grant, pursuant to BWSR grant signage policy and RCWD contract policy, and in partnership with the City of New Brighton and Ramsey County Parks. Motion carried 4-0.

8. Consider City of Lino Lakes Local Water Plan.

District Technician Lauren Sampedro stated that the District has received the final draft of the City of Lino Lakes Local Water Plan (LWP) and found that it adequately addresses all the RCWD and
District comments and is consistent with the District’s watershed management plan and State
requirements. She stated that the city has found issues with water rate, quantity, water quality,
and floodplain management. She reviewed some of the plans to address the issues and noted that
the city would like to work with the District on subwatershed management plans and implementing
water quality improvement projects. She noted that they would also like to partner with the
District on wetland restoration projects along ACD 25 and ACD 47 as well as complete a feasibility
study on flood reduction along the ACD 10-22-32 system. Staff finds that the City of Lino Lakes
plan is consistent with the District’s watershed management plan and State requirements and
recommends approval.

A representative from the City of Lino Lakes thanked the RCWD for the collaborative effort in
completing the plan.

**Motion by Manager Bradley, seconded by Manager Wagamon, to adopt Resolution 2018-37:
Approving Lino Lakes Local Water Management Plan.**

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Lino
Lakes’ local water management plan, as submitted on November 21, 2018.

**ROLL CALL:**
Manager Waller – Aye
Manager Haake – Absent
Manager Bradley – Aye
Manager Wagamon – Aye
President Preiner – Aye

Motion carried 4-0.

9. **Consider City of Mahtomedi Local Water Plan.**
District Technician Lauren Sampedro stated that the District received the final draft of the City of
Mahtomedi LWP on December 4, 2018. She noted that it has adequately addressed all comments
and is consistent with the District’s 2010 Watershed Management Plan. She stated that the city
identified several water resources issues within the District. She noted that the city is involved in
the Upper Mississippi River Bacteria TMDL and the Peltier and Centerville Lake TMDL. The city is
interested in a possible partnership with RCWD on a channel stabilization project to address erosion
and sedimentation concerns along Tamarack Street. Staff finds that Mahtomedi’s LWP is consistent
with the District’s watershed management plan and State requirements and staff recommends
approval.

Manager Waller stated that Willernie is located completely inside the City of Mahtomedi and he
feels their plans should coordinate. He asked how their LWP was coming along.
Technician Sampedro stated that Willernie’s plan is still in progress and noted that she had submitted some comments and is awaiting revisions. She noted that their draft plan had identified some of the same issues that Mahtomedi had identified.

Manager Waller stated that recently there was a gentleman that came to a meeting and expressed his concern about a spill that had happened near the north side of Lost Lake. He stated that he would like to make sure that the north side of the lake is addressed.

**Motion by Manager Waller, seconded by Manager Bradley, to adopt Resolution 2018-38: Approving Mahtomedi Local Water Management Plan.**

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Mahtomedi’s local water management plan, as submitted on December 4, 2018.

**ROLL CALL:**
- Manager Waller – Aye
- Manager Haake – Absent
- Manager Bradley – Aye
- Manager Wagamon – Aye
- President Preiner – Aye

Motion carried 4-0.

10. **Consider Proposed Revision to RCWD Financial and Accounting Manual.**

Administrator Belfiori noted that a slightly revised copy was handed out just prior to the meeting. He explained that staff has been researching the purchase of short-term CDs. He noted that the District’s Financial and Accounting Manual and the procurement policy requires some updates. He read aloud the portions of the policy that had been revised as follows: **Cash and Investments, 12/12/2018.** Rice Creek currently has an administration account and a surety account. There is no restricted investments or cash (other than as allowed by State Statutes), except for the surety account. The District does not currently have set aside investment accounts since the Administration & Surety accounts are also sweep accounts. The watershed may wish to pursue all allowable options for their investments. The following investments will be permitted (as allowed by State Statutes): 1) Certificates of deposit that are fully insured by the Federal Deposit Insurance Corporation or protected with State Statute authorized collateral that has a market value equal to at least 110% of the CD and 2) U.S. government obligations. The watershed allocates investment income and accrued interest to those funds which have a cash balance in them. This is done twice a year based on amount of interest earned during those months. He noted the suggested language change in the recommended motion and noted that staff recommends approval of both policies.

**Motion by Manager Bradley, seconded by Manager Wagamon to adopt the Revisions to the RCWD Financial and Accounting Manual as presented by Administrator Belfiori and dated**
December 12, 2018 with any non-material changes and direct the Administrator to incorporate it into the District’s Policy and Procedures Manual.

Manager Waller asked the District Attorney to ensure that there are not two separate conflict of interest standards for federal and non-federal projects.

Motion carried 4-0.

11. Consider December 26, 2018 Check Register – Resolution Authorizing Treasurer Approval.
Administrator Belfiori explained that this item authorizes payment for the second check register for December of 2018 and noted that staff recommends approval.

Motion by Manager Bradley, seconded by Manager Waller, to adopt Resolution 2018-39: Authorization for Payment of December 2018 Check Register. Motion carried 4-0.

THEREFORE BE IT RESOLVED that the Board of Managers authorize the District Treasurer to review and approve payment of the December 26, 2018 check register in an amount not to exceed $375,000 for operating expenses, and $150,000 surety returns.

ROLL CALL:
Manager Waller – Aye
Manager Haake – Absent
Manager Bradley – Aye
Manager Wagamon – Aye
President Preiner – Aye
Motion carried 4-0.

12. Consider Check Register dated December 12, 2018, in the amount of $53,757.78 prepared by Redpath and Company.

Motion by Manager Wagamon, seconded by Manager Waller, to approve check register dated December 12, 2018, in the amount of $53,757.78, prepared by Redpath and Company. Motion carried 4-0.

ITEMS FOR DISCUSSION AND INFORMATION
1. 10-Year Watershed Management Plan
Administrator Belfiori read the following statement:
The Rice Creek Watershed District is currently developing its next 10-Year Watershed Management Plan. Residents of the District are invited to submit comments about their priorities and concerns within the watershed district. These comments will be considered by the Board of Managers. To be considered, comments should be submitted to wmp@ricecreek.org by December 31, 2018.
2. **Bylaws Amendment Process**

Administrator Belfiori noted that distributed prior to the meeting were the bylaws that were discussed at the recent workshop meeting. He noted that in Article IV, Section 8, it states that the Board shall designate the official District depository and official newspapers annually at the first regular meeting in February. He noted that the Board has flexibility on when this can be done and does not have to be done at the February meeting. He noted that per the bylaws, election of officers is to be done at the first regular meeting in February and are for one-year terms. He stated that if the Board would like to change the date for election of officers, the board could vote to change the bylaws if the change would be permanent, or temporarily suspend the bylaws if the change was not to be permanent.

Manager Bradley noted that the language states that the election is to be held on or before the first meeting in February, so if the Board wanted to do this at the meeting in January, nothing would need to change.

President Preiner stated that there are difficulties with scheduling between two of the Managers. She stated that she isn’t sure how to solve the fairness issue this may create.

Manager Bradley noted that he did not think the fairness issue can be solved. He stated that he is content to continue in his role, but when the time comes when, for example, President Preiner no longer wants to serve as president, a change may be necessary.

There was a consensus to discuss this in more detail at the next workshop meeting.

3. **Staff Reports**

No comment.

4. **District Engineer Update and Timeline.**

District Engineer Otterness received an e-mail from Mark Deutschman this morning who will be retiring from Houston Engineering. He explained that Mr. Deutschman had wanted to come to the meeting today but was unable to and asked him to pass along his thanks to the staff and Board for the trust that was placed in him and Houston Engineering over the years.

President Preiner expressed her thanks to Mr. Deutschman for his original ideas to get the Board started on many of their projects.

5. **November-December-January Calendar.**

Administrator Belfiori reminded the Board that January is a very busy month and reviewed some of the upcoming meetings.
6. **Managers Update.**
Manager Waller stated that Administrator Belfiori gives a great, educational presentation and suggested that it be given to staff in conjunction with the speech from the City Administrator from Hugo, Mr. Bear. He stated that he feels both of these presentations should be shared with other cities around the State. He noted that present in the audience today is Maureen Hoffman, a new member of the Washington County environmental group.

**ADJOURNMENT**

*Motion by Manager Waller, seconded by Manager Bradley, to adjourn the meeting at 10:03 a.m. Motion carried 4-0.*
The Board convened workshop at 1:00 p.m.

**Attendance:** Board members Patricia Preiner, John Waller, Steve Wagamon, and Mike Bradley.

Absent: Board member Barbara Haake, with prior notice.

**Staff:** Administrator Phil Belfiori; Water Resource Specialist Kyle Axtell; Office Manager Theresa Stasica (portion of meeting).

**Consultants:** District Engineer Chris Otterness and Rachel Olm – Houston Engineering (HEI), and District Attorney Smith Partners Chuck Holtman via telephone (portion of the meeting).

**Visitors:** Mike Grochala (portion of the meeting), Barbara Haake via telephone listening only.

**Update /Discussion on NE Lino Lakes Project.**

Permit Coordinator/Wetland Specialist Nick Tomczik reviewed with the Board the City of Lino Lakes permit application to construct an open channel and pipe conveyance outlet; being a part of the NE Lino Lakes Drainage Area Comprehensive Stormwater Management Plan. He informed the Board that the permit application is incomplete because Landowners have not signed the permit application and the City of Lino Lakes has not yet obtained easements as part of the District’s rule requirements. The City of Lino Lakes has made a written request to the District to accept the unsigned permit application and begin the permit technical review and noticing in advance of the City’s acquisition of property under both the District rules and the Wetland Conservation Act.

Mike Grochala, City of Lino Lakes, discussed with the Board and staff that the city has submitted the project application for review subject to the CSMP and applicable District rules and is requesting feedback. The City has not acquired property at this time.

Permit Coordinator/Wetland Specialist Tomczik reviewed staff’s recommendation/framework with the Board regarding Lino Lakes’ request as follows:

- District staff will review application (under District rules & WCA) before Lino Lakes has acquired land rights, on two conditions:
  - Lino Lakes waives 60-day deadline for permit decision (Minn. Stat. §15.99) until it has supplied landowner signatures or adequate evidence it has acquired land rights; and
  - Lino Lakes writes to landowners to inform them of request to District, advise that permit won’t issue until Lino Lakes has acquired land rights or landowners have consented.

Under the framework that the Board will decide later what Lino Lakes progress toward acquiring land rights is sufficient for conditional approval (CAPROC). Further that the District will not issue permit or
notice WCA replacement plan approval until Lino Lakes acquires land rights or obtains landowner signatures.

The Board discussed with staff and the city that this request is more or less due to project scheduling.

Permit Coordinator/Wetland Specialist Tomczik stated that these recommendations could be put into a letter to the City and that letter would be sent to the city to formalize.

Administrator Belfiori responded that there are two parts: 1) that the City must agree to items contained in the RCWD letter before 15-day deadline date for permit review for completeness; and 2) Staff/District Engineer making sure on technical side of the permit application is complete.

Permit Coordinator/Wetland Specialist Tomczik replied that the technical review is almost complete, the wetland review side of the application is a larger component and the District is still reviewing. At this time, there is nothing to indicate that the permit is otherwise incomplete. The next steps are for the District to formalize a letter to the city, send to city, and the city to respond. Staff will work with District Counsel based on what was discussed here.

**Motion by Manager Bradley, seconded by Manager Waller, to concur in staff recommendation as set forth in a letter to be sent to the City of Lino Lakes to commence permit and WCA replacement plan review on terms outlined by staff, as may be refined by the administrator on advice of District Counsel. Motion carried 4-0.**

**Discussion on scheduling Anoka-Washington Judicial 3 Repair Report informational meeting.**

Administrator Belfiori asked the Board if January 28th at 6:30 p.m. in the Hugo City Council Chambers would be an acceptable date and time to hold the informational meeting. The Board by consensus agreed to the date, place and time. Staff will send out appropriate notices.

**Draft 2020 Watershed Management Plan (WMP) Review.**


The WMP Team and Board reviewed the first part of draft Chapter 3 from the 2020 WMP. The WMP Team discussed the difference between wordsmithing and content comments and encouraged the Board to refrain from discussing wordsmithing during this meeting as valuable workshop time is better spent on big picture content topics. Formal comments submitted to the Board by the RCWD Citizen Advisory Committee (CAC) from their December 5, 2018 meeting were considered and several were incorporated. Some additional revisions were suggested and discussed by Board members and will be incorporated into a future final draft version developed by the WMP Team in the coming months. The WMP Team reminded Board members that once a full final draft of the 2020 WMP is compiled, there will be another round of review before the document is released for formal public comment.

The workshop was adjourned at 3:42 p.m.
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:

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</tr>
<tr>
<td>18-111</td>
<td>Mounds View Public Schools</td>
<td>Shoreview</td>
<td>Final Site Drainage Plan</td>
<td>CAPROC 5 items</td>
</tr>
</tbody>
</table>

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 January 3, 2019.
RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA

January 9, 2019

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 Reports

TABLE OF CONTENTS

<table>
<thead>
<tr>
<th>Permit Application Number</th>
<th>Applicant</th>
<th>Page</th>
<th>Recommendation</th>
</tr>
</thead>
<tbody>
<tr>
<td>Permit Location Map</td>
<td></td>
<td>20</td>
<td></td>
</tr>
<tr>
<td>18-110</td>
<td>Mounds View Public Schools</td>
<td>21</td>
<td>CAPROC</td>
</tr>
<tr>
<td>18-111</td>
<td>Mounds View Public Schools</td>
<td>25</td>
<td>CAPROC</td>
</tr>
</tbody>
</table>
Rule
- Village Meadows
- Anoka County Ditch 53-62
- Anoka/Washington Judicial Ditch 4
- Lino Lakes CWMP
- Columbus CWMP

Permit Reviews
1/9/2019 Agenda
Permit Application Number: 18-110
Permit Applicant Name: Bel Air Elementary School Additions and Renovations

Applicant: Mounds View Public Schools
    Attn: Chris Paquette
    1425 Paul Kirkwold Drive
    Arden Hills, MN
    Ph: 651-621-6090
    chris.paquette@moundsviewschools.org

Consultant: Anderson-Johnson Associations, Inc.
    Attn: Mandy Backstrom
    7575 Golden Valley Road Suite 200
    Minneapolis, MN 55101
    Ph: 763-544-7129
    mandy@ajainc.net

Project Name: Bel Air Elementary School Additions and Renovations
Purpose: FSD – Final Site Drainage; Building additions and parking improvements to existing elementary school campus
Site Size: 8.53± acre parcel / 1.50± acres of disturbed area; existing and proposed impervious areas are 3.53 ± acres and 3.59 ± acres, respectively
Location: 1800 5th Street NW, New Brighton
T-R-S: NE ¼, Section 30, T30N, R23W
District Rule: C, D

Recommendations: 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.

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).

Administrative
2. Send one final, signed 11x17 sized plan set to the District, and e-mail a full sized pdf copy to both the District and the District Engineer. Include a list of changes that have been made since approval by the RCWD Board.
3. Submit a copy of the 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 New Brighton).
4. The applicant must memorialize the responsibility for maintenance of stormwater facilities in a document executed by the property owner in a form acceptable to the District and recorded on the deed. Alternatively, a public permittee may meet the perpetual 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.)

5. The applicant must provide an attested copy of the 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.

6. The applicant or contractor must provide a construction schedule for the underground system (or communicate when the schedule will be provided). See Stipulation 2.

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. An as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) is to be submitted to the District for verification of compliance with the approved plans.

2. RCWD inspector must be notified prior to installation of underground system.

Exhibits:

1. Updated Plan set containing 5 sheets dated 1-4-2019 and received 12-21-2018.

2. Permit application, dated 11-8-2018 and received 11-8-2018.

3. Updated Stormwater Calculations, dated 12-20-2018 and received 12-21-2018, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.

4. Stormwater Calculations, dated 11-16-2018 and received 11-19-2018, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.


Findings:

1. Description – The applicant is proposing four building additions and reconstructed parking at the Bel Air Elementary School. The project will increase the impervious area by 0.06± acres, from 3.53 ± acres to 3.59± acres and reconstruct 0.82± acres of impervious area within the project area. The project will disturb approximately 1.50± acres overall. The project drains to the proposed BMP and then to existing storm sewer which discharges to Pike Lake, the resource of concern.

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

<table>
<thead>
<tr>
<th>Proposed BMP Description</th>
<th>Location</th>
<th>Pretreatment</th>
<th>Volume provided</th>
<th>EOF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Underground filtration basin</td>
<td>Eastern property</td>
<td>Sumps</td>
<td>9,828± cubic feet below the outlet</td>
<td>915.5</td>
</tr>
</tbody>
</table>
Soils on site are primarily clayey sands (HSG C) soils at the surface with sands (HSG A) below. However, the site is within the delineated public water supply emergency response area thus infiltration is not feasible, and filtration is acceptable for the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 2.2-inches over the new/reconstructed area (0.88± acres) for a total requirement of 7,020± cubic feet. Adequate pretreatment has been provided by sumps. The underground basin is expected to drawdown within 72 hours. A minimum of 2 feet of sand is proposed over the draintile. Soil borings indicate that the draintile is above the seasonal high water table. The project treats approximately 100% of the impervious area. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(c).

<table>
<thead>
<tr>
<th>Drainage Area</th>
<th>2-year (cfs)</th>
<th>10-year (cfs)</th>
<th>100-year (cfs)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Existing</td>
<td>Proposed</td>
<td>Existing</td>
</tr>
<tr>
<td>5th Street Storm Sewer</td>
<td>11.56</td>
<td>7.96</td>
<td>19.22</td>
</tr>
<tr>
<td>80% of existing</td>
<td>9.25</td>
<td>15.38</td>
<td></td>
</tr>
</tbody>
</table>

The project is located within the Flood Management Zone. The submitted information indicates that the project does not increase peak runoff rates thus in compliance with District Rule C.7. The project satisfies the freeboard requirements of Rule C.9(g).

3. **Wetlands** – There are no wetlands located within the project area.

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

5. **Erosion Control** – Proposed erosion control methods include silt fence, bio-log, erosion control blanket, and inlet protection. An NPDES permit is required for the project. The SWPPP is located on Sheet C1.31. The information listed under the Erosion and Sedimentation Control Recommendations needs to be submitted. Otherwise, the project complies with RCWD Rule D requirements.

6. **Drainage Systems** – There are no drainage systems on or adjacent to the property.

7. **Documenting Easements and Maintenance Obligations** – Applicant must execute an agreement with the RCWD for the maintenance of the stormwater facilities to ensure proper functioning and the drainage and flowage easements (if required).

8. **Previous Permit Information** – Previous permit information includes 93-059 and 06-043.
I assisted in the preparation of this report under the supervision of the District Engineer.

Ben Jore, EIT
EIT Reg. No 13431

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.

Katherine MacDonald
MN Reg. No 44590
Permit Application Number: 18-111
Permit Applicant Name: Turtle Lake Elementary School Additions and Renovations

Applicant: Mounds View Public Schools
Attn: Chris Paquette
1425 Paul Kirkwold Drive
Arden Hills, MN
Ph: 651-621-6090
Fx: chris.paquette@moundsviewschools.org

Consultant: Bill Diede
Anderson-Johnson Associates, Inc.
1425 Paul Kirkwold Drive
7575 Golden Valley Road Suite 200
Minneapolis, MN 55427
Ph: 763-544-7129
Fx: bill@ajainc.net

Project Name: Turtle Lake Elementary School Additions and Renovations

Purpose: FSD – Final Site Drainage; Building additions and parking improvements to existing elementary school campus.

Site Size: 12.91± acre parcel / 3.62 ± acres of disturbed area; existing and proposed impervious areas are 5.27 ± acres and 6.23 ± acres, respectively

Location: 1141 Lepak Court, Shoreview
T-R-S: SE ¼ of SE ¼, Section 3, T30N, R23W

District Rule: C, D, F

Recommendations: 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.

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:
   (b) Tabulation of the construction implementation schedule.
   (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).
   (i) A Storm Water Pollution Prevention Plan for projects that require an NPDES Permit.

Administrative

2. Submit the permit application with an original signature of the successful bidder to the District
3. Send one final, signed 11x17 sized plan set to the District, and e-mail a full sized pdf copy to both the District and the District Engineer. Include a list of changes that have been made since approval by the RCWD Board.

4. 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.

5. The applicant must provide an attested copy of the 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.

**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. An as-built survey of all stormwater BMPs is to be submitted to the District for verification of compliance with the approved plans.

**Exhibits:**


2. Permit applications, dated 11-8-2018 and received 11-8-2018.

3. Stormwater Calculations, dated 11-9-2018 and received 11-19-2018, 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 11-21-2018 and received 11-21-2018, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.


**Findings:**

1. **Description** – The proposed project is at Turtle Lake Elementary School. The proposal includes four additions to the building, reconstruction of the existing south parking lot, construction of a new parking lot northwest of the building, and new pedestrian walking paths throughout the site. The site is 12.91 acres and the proposed project will disturb 3.62 of those acres. Existing impervious area is 5.27 acres and the proposed work will increase the impervious area to 6.23 acres. A new stormwater pond northwest of the building and improvements to an existing pond are proposed to alleviate stormwater runoff. Runoff drains into wetlands to the north or into the storm sewer main to the south along County Road I. All runoff drains into Long Lake the resource of concern. The applicant is a public entity and will therefore pay no application fee.

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

<table>
<thead>
<tr>
<th>Proposed BMP Description</th>
<th>Location</th>
<th>Pretreatment:</th>
<th>NURP Requirement</th>
<th>Volume provided</th>
<th>EOF</th>
</tr>
</thead>
<tbody>
<tr>
<td>Improvements to existing</td>
<td>Northwestern edge of site</td>
<td>none</td>
<td>0± cubic feet</td>
<td>0± cubic feet</td>
<td>896.1</td>
</tr>
</tbody>
</table>
Soils on site are primarily silty sands (HSG D) soils. Thus, infiltration is not considered feasible and stormwater ponds are 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 (2.08± acres) for a total requirement of 16,611± cubic feet, which is less than the 2.5-inch design criteria. The project treats approximately 89% of the impervious area and the applicant has maximized treatment to the extent practicable, thus in compliance with Rule C.6(e). Pond 3P outlet is a 21” round pipe that is an inlet into pond 2P which controls the 2-year, 10-year, and 100-year events. Pond 3P also has an EOF that is capable of handling flows greater than the 100-year critical storm. Pond 2P outlet is a 12” round pipe that discharges into the wetlands to the west and is capable of controlling 2-year, 10-year, and 100-year events. Skimming is not provided within Pond 3P, however is provided by a weir structure designed around the 12”pipe outlet for Pond 2P. Pond 2P also has an EOF that discharges flows into the wetlands to the west and is capable of handling flows greater than the 100-year critical storm. Otherwise, the applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(d).

The project is located within the Flood Management Zone. Proposed flow rates do not exceed 80% of existing rates for 2, 10, and 100 year storm events which satisfies rate control requirements. The 10 day snowmelt event is also less than 80% of the existing flow, but not required.

<table>
<thead>
<tr>
<th>Drainage Area</th>
<th>2-year (cfs)</th>
<th>10-year (cfs)</th>
<th>100-year (cfs)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Existing</td>
<td>Proposed</td>
<td>Existing</td>
</tr>
<tr>
<td>Storm Main South (1L)</td>
<td>11.5</td>
<td>9.6</td>
<td>18.1</td>
</tr>
<tr>
<td>Wetland North (3L)</td>
<td>6.0</td>
<td>4.1</td>
<td>11.7</td>
</tr>
<tr>
<td>Stormwater Pond (2P)</td>
<td>4.3</td>
<td>3.3</td>
<td>5.3</td>
</tr>
<tr>
<td>Totals (4L) *</td>
<td>19.4</td>
<td>13.9</td>
<td>31.4</td>
</tr>
<tr>
<td>80% of existing</td>
<td>15.5</td>
<td>25.1</td>
<td>47.0</td>
</tr>
</tbody>
</table>

*Totals difference due to time of concentration.

The submitted information indicates that the project does not increase peak runoff rates in compliance with District Rule C.7. The applicant is reducing runoff rates to the wetland, thus proposed runoff will not increase the water elevation of the wetland. The applicant has met the hydroperiod standards for bounce and inundation periods per Rule C.8. The applicant has complied with the freeboard requirements of Rule C.9(g).

3. Wetlands – Wetlands were delineated under review file 18-118R with boundary decision, which remains valid, issued on 09-27-2018. The applicant submitted a historic construction plan (dated June 10, 1987) indicating that the area identified as Wetland 2 was a constructed stormwater pond. The stormwater pond appears to have been constructed in upland and therefore is incidental (per 8420.0105 Subp. 2.D). An amended boundary decision was issued, dated 12-17-18, which further clarified that Wetland 2 is incidental and not within the regulatory scope of the state WCA.

No wetland impacts are proposed.
4. **Floodplain** – The regulatory floodplain on site is 890.7 (NAVD88). The proposed project is not proposing fill within the floodplain, thus no increase in the elevation of 100-year flood elevation.

5. **Erosion Control** – Proposed erosion control methods include silt fence, erosion control blankets, rock construction entrances, and inlet protection. An NPDES permit is required for the project. The information listed under the Erosion and Sedimentation Control Recommendations needs to be submitted.

6. **Drainage Systems** – There are no drainage systems on or adjacent to the property.

7. **Documenting Easements and Maintenance Obligations** – Applicant must execute an agreement with the RCWD for the maintenance of the stormwater facilities to ensure proper functioning and the drainage and flowage easements (if required).

8. **Previous Permit Information** – Permit 01-139, an addition to Turtle Lake Elementary School building and addition to the service drive, was filed in 2001.

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

Destin Spellman, EIT

[Signature]

1/3/19

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.

Greg Bowles
MN Reg. No 41929

[Signature]

1/3/19
ITEMS REQUIRING BOARD ACTION

1. Consider the City of Mounds View’s request to extend Cost-Share Agreement for Lambert Avenue Storm Sewer Extension. (Kyle)
BACKGROUND
The City of Mounds View entered into an Urban Stormwater Remediation Program cost-share agreement with the RCWD on June 27, 2016 which allocated $19,292 toward a storm sewer extension project through private property north of Lambert Avenue. Construction of the project was completed by the City in 2017 prior to obtaining the required easement from the property owner, Tom Fields. Discussions with the owner have been ongoing ever since, and it is RCWD staff’s understanding that the City and property owner are at an impasse over City ponding requirements related to the proposed development of three additional single-family homes on the property.

Fifty percent (50%) of the cost-share funding has already been paid to the City ($9,646.00, September 2017) and they have been warned by RCWD staff that failure to obtain the proper easement may result in both termination of the cost-share agreement and the need to return the cost-share funding already provided. On December 31, 2018, the day the cost-share agreement was set to expire, the City requested an extension to the cost-share agreement.

Documentation related to the situation are provided for the Board’s review, attached to this memo.

RECOMMENDATION
Given that the project is complete, RCWD staff supports the extension of this grant agreement through December 31, 2019 for the purpose of allowing the City additional time to negotiate easement terms with the property owner.

Proposed motion: “Manager __________ moves to amend the 2016 Urban Stormwater Remediation Program cost-share agreement between the Rice Creek Watershed District and the City of Mounds View by changing its expiration date to December 31, 2019.”

Attachments: Cost-Share Agreement dated 06-27-2016  
RCWD-City Email Chain dated 07-13-2017  
Record Drawings dated 09-21-2017  
Stantec Memo dated 07-17-2018  
City Administrator Email dated 12-31-2018
RICE CREEK WATERSHED DISTRICT
COST-SHARE AGREEMENT

COST-SHARE AGREEMENT between the Rice Creek Watershed District, 4325 Pheasant Ridge Drive NE, Suite 611, Blaine, Minnesota 55449 and the City of Mounds View.

RECITALS

A. City of Mounds View (City) intends to construct a project titled "Lambert Avenue Storm Sewer Extension" (Project).

B. The Rice Creek Watershed District (District) has a cost-share program for the improvement and remediation of stormwater management systems in developed urban environments.

C. In accordance with Program guidelines, the District desires to provide the City cost-share assistance for the Project.

THEREFORE, in consideration of mutual promises set forth herein and other good and valuable consideration, the District and the City agree as follows:

I. CITY RESPONSIBILITIES.

A. Design Plans and Maintenance Plan. The City will submit (1) final Project plans and specifications, and (2) a maintenance plan, to the District for the Administrator's written approval. The Project plans and specifications must include a public education component. The District, in its discretion, may approve a non-structural public education component.

B. Construction and Maintenance. The City, through its own personnel and/or contractors, will construct the Project in accordance with the approved Project plans and specifications and maintain it indefinitely in accordance with the approved maintenance plan. In doing so, the City will comply with all applicable laws and regulations and will be responsible for acquiring all permits, approvals and temporary and permanent rights of access or easement.

C. Completion of Construction. The City staff or consulting engineer will certify the completion of Project construction no later than December 31, 2018. The City will submit to the District documentation of Project expenditures and the certification of completion no later than March 31, 2019.

II. DISTRICT RESPONSIBILITIES.

A. Cost-Share Funds. To defray the Project cost to the City, the District will provide the City cost-share assistance in the amount of 50 percent of the Project's eligible costs, as determined by the District, not to exceed $19,292.00.

B. Payment Schedule. On District approval of the Project plans and specifications and maintenance plan, certification by the City that it has obtained all necessary permits and approvals, receipt of the City's issued notice to proceed, and receipt of a recorded perpetual ponding and flowage easement in favor of the City encompassing the Project site, the District will disburse 50 percent of the RCWD Board
approved cost-share amount to the City. On District receipt of the certification of completion and review of such Project documentation as it may require, the District will disburse the remaining RCWD Board approved funds.

C. Contingencies. The District’s obligation to provide cost-share funds is contingent on the City’s compliance with the terms of this agreement, including but not limited to Project completion in accordance with the District-approved plans and specifications by December 31, 2018. The City will return to the District any cost-share funds already received if this condition is not satisfied.

III. MISCELLANEOUS.

A. Relationship of Parties. Nothing in this agreement creates or establishes a partnership, joint venture or agency relationship between the parties. District review or approval of design plans and specifications, a maintenance plan and any other Project-related documents is solely for the District’s own accounting for funds expended. As between the parties, the City is solely responsible for selection of the Project design and the means, method and manner of construction. Nothing in this agreement creates any right in any third party or affects any immunity, defense or liability limitation enjoyed by either party.

B. Employees. The City represents that it has or will secure, at its own expense, all personnel and/or contractors required for the performance of this agreement. No City personnel or contractor will be considered an agent, representative or employee of the District.

C. Liability. The City agrees to hold harmless and indemnify the District, and its managers, staff and representatives, against any claim, expense or damage, including attorney fees, arising from the performance of this agreement.

D. Assignment or Modification. This agreement binds and inures to the benefit of the City and the District, and their respective successors and assigns. Neither party may assign this agreement without the prior written consent of the other. Any modification of the agreement must be in writing and signed by both parties.

E. Public Documents. All submitted information, including application, conceptual design, cost estimates, bid tabulations, final designs and specifications, copies of permits and proof of expenditures will become a part of the public record.

F. Effective Date. This agreement is effective as of the date all of the signatures below have been provided.

Dated: June 27, 2016

City of Mounds View

By: ____________________________

Its: ____________________________

Dated: April 22, 2016

Rice Creek Watershed District

By: ____________________________

Patricia Preiner, President
Kyle Axtell

From: Kyle Axtell
Sent: Thursday, July 13, 2017 2:49 PM
To: ‘Brian Erickson’
Cc: Michael Richie; Don Peterson
Subject: RE: Lambert Ave Storm Sewer Extension

Follow Up Flag: Follow up
Flag Status: Flagged

Brian, (and Don and Michael),

Excellent. I was in the field when I received your email and happened to be in New Brighton so I took a detour and drove by the site to get a picture from the road. Good lord, that area looks a lot better. Nice to see that nasty eroding ditch filled in... Rung the owner's doorbell, but nobody answered. I know they don't like surprise visits... I was hoping to get permission to run to the back of the property and get some more photos but I'll do that another time when they know I am coming. As-builds are more important on a project like this anyway.

As far as grant requirements go, here is a list of what we will need from the City:

1. Final design plans for the storm sewer extension/connection and grading plan for filling of the old ditch. I thought you had sent me those before, but I don't see them in my files so maybe I am remembering incorrectly. I need as-built plans also, so if you have these available yet, they would satisfy the whole requirement.
2. Technically, we need a "maintenance plan". Send me a written statement on City letterhead along the lines of "the storm sewer will be maintained in accordance with the City's MS4 permit", etc. It's just pipe and a couple manhole connections, right? Not a big deal...
3. A copy of the City's issued Notice to Proceed sent to the contractor.
4. Recorded copy of a perpetual ponding and flowage easement (or whatever type of easement it was called) encompassing the location of the new pipe. This was something we previously discussed and specifically added to the grant agreement.
5. Financial documentation for the work, including cost summary and proof of final payment to the contractor (invoices/checks, etc.) and any other expenses to be charged against the project.

If I find that I need anything else after receipt of these documents I will let you know promptly. Once everything checks out, I can then ask our Board to release the payment to the City, which will be for 50% of project costs, not to exceed $19,292.00.

Kyle Axtell
Water Resource Specialist / Project Manager
Rice Creek Watershed District

From: Brian Erickson [mailto:brian.erickson@ci.mounds-view.mn.us]
Sent: Thursday, July 13, 2017 11:10 AM
To: Kyle Axtell <KAAxtell@ricecreek.org>
Cc: Michael Richie <michael.richie@ci.mounds-view.mn.us>; Don Peterson <don.peterson@ci.mounds-view.mn.us>
Subject: RE: Lambert Ave Storm Sewer Extension

Kyle,
YES, this project is substantially complete! The boulevard is coming up nicely and we’ve only got a few things left to complete before we have a final pay request on that project. Can you refresh me, what do you need to release the grant funding to Mounds View.

Don Peterson is the Interim Public Works Director and Michael Richie has been managing the project...both copied here.

Brian

Brian L. Erickson; P. E. (MN)
Public Works Director/City Engineer

Phone - 763-717-4051
Cell - 763-286-5339
E-mail - brian.erickson@ci.mounds-view.mn.us

From: Kyle Axtell [mailto:KJxtell@ricecreek.org]
Sent: Thursday, July 13, 2017 8:46 AM
To: Brian Erickson <brian.erickson@ci.mounds-view.mn.us>
Subject: Lambert Ave Storm Sewer Extension

Brian,

I’ve heard through the grapevine that you will be leaving Mounds View shortly. Best of luck on your new adventures. Has anything happened with the Lambert Avenue project that we approved an Urban Stormwater Remediation grant for in 2016? I was just hoping to check in quickly on the project’s status before you head out and see who my new contact should be at the City.

Thanks!

Kyle Axtell
Water Resource Specialist / Project Manager
Rice Creek Watershed District
4325 Pheasant Ridge Dr. NE #611
Blaine, MN 55449-4539
P: (763) 398-3072
F: (763) 398-3088
E: kajstell@ricecreek.org

Please consider following the RCWD on Facebook
Reference: Lambert Avenue Ponding, Mounds View

We’ve updated the ponding for the Tom Fields property at 2255 Lambert Avenue for the case of no RCWD permitting requirements. We’ve used the design criteria of no increase in peak flows over existing conditions for the 2-, 10-, and 100-year storms and providing freeboard to the low adjacent home (existing wellout to west at elevation 902.32).

We evaluated three cases:

- Existing conditions
- Proposed Ponding Option 1 – no increase in peak flows and provide 2' freeboard to low adjacent home
- Proposed Ponding Option 2 – no increase in peak flows and improve freeboard over existing conditions (but do not meet 2')

We modeled each case in HydroCAD. Details are presented below, and modeling output is provided in Table 1.

Existing Conditions

Under existing conditions, water ponds on the property and exits via a beehive catch basin at elevation 897.68. From there, it is conveyed in a 15" pipe at elevation 894.08 to storm sewer on Quincy Street. Because there is not a well-defined ponding area, flooding extends over the majority of the property under the 100-year storm event. Freeboard to the low adjacent property is 1.36', below the desired standard of 2'. The attached map shows the extent of pond inundation under existing conditions for the 100-year storm.

Proposed Ponding Option 1

Proposed Ponding Option 1 proposes to excavate a ponding area down to elevation 894.1 and add a 15" pipe and flared end section at 894.10 that ties into the existing catch basin structure. This allows for significant flood storage below the existing grade of the property. Ponding volume was sized to maintain flow rates at or below existing conditions for the 2-, 10-, and 100-year storms, and 2' of freeboard to the low adjacent property. Under this option, 4.17 acre-feet (181,650 cubic feet) of storage is required between elevation 894.10 and the modeled high water level of 900.30. It is estimated that approximately 0.86 acres of land will be inundated during the 100-year storm (see attached map), though this will be dependent on the final pond grading provided.

Proposed Ponding Option 2

Proposed Ponding Option 2 is similar to Option 1, except a smaller pond volume is provided. In this case, the rate control requirement is still met; however, the freeboard was reduced below 2' but is still an improvement over existing conditions. Freeboard to the low adjacent property is 1.52'. For this case, 2.63 acre-feet (114,560 cubic feet) of storage is required between elevation 894.10 and the modeled high water level of
900.80. It is estimated that approximately 0.58 acres will be inundated during the 100-year storm (see attached map), though this will be dependent on the final pond grading provided.
<table>
<thead>
<tr>
<th>Storm Event</th>
<th>2-year</th>
<th>10-year</th>
<th>100-year</th>
</tr>
</thead>
<tbody>
<tr>
<td>24-hr Precipitation</td>
<td>2.81</td>
<td>4.20</td>
<td>7.35</td>
</tr>
<tr>
<td><strong>Existing Conditions</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outlet Elevation, ft</td>
<td>897.68</td>
<td>897.68</td>
<td>897.68</td>
</tr>
<tr>
<td>Peak Outflow, cfs</td>
<td>4.84</td>
<td>5.33</td>
<td>5.98</td>
</tr>
<tr>
<td>High Water Level, ft</td>
<td>898.39</td>
<td>899.42</td>
<td>900.93</td>
</tr>
<tr>
<td>Freeboard, ft</td>
<td>—</td>
<td>—</td>
<td>1.39</td>
</tr>
<tr>
<td>Storage @ HWL, af</td>
<td>—</td>
<td>—</td>
<td>1.38</td>
</tr>
<tr>
<td>Area @ HWL, acres</td>
<td>—</td>
<td>—</td>
<td>1.45</td>
</tr>
<tr>
<td><strong>Proposed Ponding</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Option 1</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outlet Elevation, ft</td>
<td>894.10</td>
<td>894.10</td>
<td>894.10</td>
</tr>
<tr>
<td>Peak Outflow, cfs</td>
<td>3.36</td>
<td>4.65</td>
<td>5.72</td>
</tr>
<tr>
<td>High Water Level, ft</td>
<td>895.57</td>
<td>898.03</td>
<td>900.30</td>
</tr>
<tr>
<td>Freeboard, ft</td>
<td>—</td>
<td>—</td>
<td>2.02</td>
</tr>
<tr>
<td>Storage @ HWL, af</td>
<td>—</td>
<td>—</td>
<td>4.17</td>
</tr>
<tr>
<td>Area @ HWL, acres</td>
<td>—</td>
<td>—</td>
<td>0.66</td>
</tr>
<tr>
<td><strong>Proposed Ponding</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Option 2</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Outlet Elevation, ft</td>
<td>894.10</td>
<td>894.10</td>
<td>894.10</td>
</tr>
<tr>
<td>Peak Outflow, cfs</td>
<td>3.63</td>
<td>5.06</td>
<td>5.93</td>
</tr>
<tr>
<td>High Water Level, ft</td>
<td>896.30</td>
<td>898.85</td>
<td>900.80</td>
</tr>
<tr>
<td>Freeboard, ft</td>
<td>—</td>
<td>—</td>
<td>1.52</td>
</tr>
<tr>
<td>Storage @ HWL, af</td>
<td>—</td>
<td>—</td>
<td>2.63</td>
</tr>
<tr>
<td>Area @ HWL, acres</td>
<td>—</td>
<td>—</td>
<td>0.58</td>
</tr>
</tbody>
</table>
It is recommended that Option 1 be used, as it meets both rate control and freeboard requirements. Option 2 is a smaller ponding alternative that meets rate control requirements and does not meet freeboard requirements but does provide an improvement in freeboard over existing conditions.

Stantec Consulting Services Inc.

Dan Edgerton PE
Senior Associate

Phone: (651) 604-4820
Dan.Edgerton@stantec.com

Attachments: Polder inundation maps
c. Tyler McLeels, Aaron Nemitz
2255 Lambert Avenue
Drainage Study

Proposed Ponding Options
(Top and Bottom Contours)
Afternoon Kyle, per our email exchange I am requesting an extension be granted to the City of Mounds View specific to the grant that is partially paid/partially open pending the easement granting for the storm water management pipe installed on the Fields property along Lambert Avenue in Mounds view

Thank You

Nyle Zikmund
City Administrator
City of Mounds View
ITEMS REQUIRING BOARD ACTION

2. Consider Citizen Advisory Committee Appointments. (Beth Carreño)
MEMORANDUM
Rice Creek Watershed District

Date: January 2, 2019
To: RCWD Board of Managers
From: Phil Belfiori, District Administrator and Beth Carreno, Communication and Outreach Coordinator
Subject: Citizen Advisory Committee (CAC) Appointments

Background: The Board of Managers is required to maintain an advisory committee to advise and assist the Managers with all matters affecting the interests of the watershed district as well as to make recommendations on all proposed RCWD projects and improvements.

The “Advisory Committee Operating Procedure” was adopted by the Board in June 2009 and amended in February 2013. It includes provisions for:

- A maximum of twelve members
- Up to four members from each of the counties of Anoka, Ramsey, and Washington (ideally) with one of those being a representative of the Conservation District.

Current CAC membership (as of January 2, 2019) includes the following ten members:

<table>
<thead>
<tr>
<th>Name</th>
<th>Affiliation or Organization</th>
<th>County</th>
</tr>
</thead>
<tbody>
<tr>
<td>Anderson, David</td>
<td>Forest Lake</td>
<td>Anoka</td>
</tr>
<tr>
<td>LeBlanc, Wayne</td>
<td>Centerville, Peltier Lake</td>
<td>Anoka</td>
</tr>
<tr>
<td>Severseike, Jeff</td>
<td>Circle Pines</td>
<td>Anoka</td>
</tr>
<tr>
<td>Truchon, Mary Jo</td>
<td>Anoka Conservation District</td>
<td>Anoka</td>
</tr>
<tr>
<td>Krejcarek, Gary</td>
<td>Bald Eagle Lake, White Bear Lake</td>
<td>Ramsey</td>
</tr>
<tr>
<td>Osborn, Bridget</td>
<td>New Brighton, Long Lake</td>
<td>Ramsey</td>
</tr>
<tr>
<td>Weinandt, Marcie</td>
<td>Mounds View</td>
<td>Ramsey</td>
</tr>
<tr>
<td>Raj Alexander</td>
<td>White Bear Lake</td>
<td>Washington</td>
</tr>
<tr>
<td>Ramseth, Douglas</td>
<td>Forest Lake, Clear Lake</td>
<td>Washington</td>
</tr>
<tr>
<td>Rosenquist, Bob</td>
<td>Washington Conservation District</td>
<td>Washington</td>
</tr>
<tr>
<td><strong>Vacant – conversations ongoing</strong></td>
<td>Ramsey Conservation District</td>
<td>Ramsey</td>
</tr>
<tr>
<td><strong>Vacant – recruitment ongoing</strong></td>
<td>Ramsey Conservation District</td>
<td>Washington</td>
</tr>
</tbody>
</table>

RCWD does not have any additional applications for the CAC. Staff will continue to have conversations with the conservation districts and representatives from counties with vacant positions to fill those seats. Recruitment is ongoing to fill the remaining positions.

Recommendation:
Based on the willingness of the CAC members to continue their service to the Rice Creek Watershed District and the effectiveness of their service, staff recommends that the Board reappoint the above ten members at the January 9, 2019 Board meeting.

Proposed Motion:
It was moved by Manager ___________ and seconded by Manager ______________, to appoint the ten individuals proposed for membership on the Citizen Advisory Committee for 2019.
ITEMS REQUIRING BOARD ACTION

3. Consider City of Spring Lake Park Local Water Plan. 
   (Lauren Sampedro)
MEMORANDUM
Rice Creek Watershed District

Date: January 2, 2019
To: RCWD Board of Managers
From: Lauren Sampedro, District Technician
Through: Phil Belfiori, Administrator
Subject: Consider Approval of Spring Lake Park Local Water Management Plan

BACKGROUND
On July 18, 2018 the Rice Creek Watershed District (RCWD or the District) received the City of Spring Lake Park’s Local Water Management Plan (Plan) for its review, comment, and approval. In its review of the Plan on September 11, 2018 the District provided several comments to the City. The comments were made based on local plan requirements in RCWD’s 2010 Watershed Management Plan and Minnesota Rules 8410 and Minnesota Statute 103B.235. The Metropolitan Council completed its review of the Plan on August 27, 2018 and concluded that it is generally consistent with the Council’s Water Resources Policy Plan, but also provided comments on the plan. The City submitted a revised plan on November 21, 2018 for the District to review and the District provided a few additional comments. RCWD staff find the City has adequately addressed all comments in a revised plan received December 19, 2018.

The City’s Plan is now consistent with the District’s 2010 Watershed Management Plan and clearly acknowledges RCWD’s regulatory role in implementing its Rules and administering the Wetland Conservation Act within the City.

The City identified a few water resources issues within the RCWD boundary, such as limited funding for implementation of water quality projects, low water levels and water quality issues in Spring Lake, and the City directly drains to Rice Creek which is impaired. The City is also included in the Upper Mississippi River Bacteria TMDL. To address these issues, the City is interested in working with the District on water quality BMPs. The City would like to partner with RCWD next year on a Garfield pond project which will involve rerouting stormwater from the existing stormwater pond on Garfield Street to Spring Lake and adding water quality treatment prior to discharging to Spring Lake. The City has recently submitted an Urban Stormwater Remediation Cost-Share application for this project. The City has also included several projects from the District’s Southwest Urban Lakes Phase II Study in its CIP Table to help increase Spring Lake’s water levels and improve water quality, such as adding a raingarden to open space next to the Pleasant View Deaf Assembly Church and adding a raingarden to Lakeside Park. To help address the Upper Mississippi River Bacteria TMDL goals and improve the quality of Rice Creek the City will continue enforcing its existing animal waste ordinance and will work with the District to identify additional strategies to reduce bacteria loading to Rice Creek and the Mississippi River.

RECOMMENDATION
Based on staff review of the Draft Plan along with the changes made to reflect the District’s comments, the Plan has been determined to be consistent with the District’s Watershed Management Plan and associated Rules. Staff recommends that the Board of Managers approve the City of Spring Lake Park’s Local Water Management Plan as submitted to the District on December 19, 2018.

Proposed action: Manager _________ moves to offer resolution 2019-01 and its adoption, seconded by Manager _________.

Attachments: Draft Resolution 2019-01
Relevant Sections of the Spring Lake Park Local Water Management Plan including:

- Executive Summary
- Identified Issues Table
- CIP Table
RESOLUTION 2019-01

RICE CREEK WATERSHED DISTRICT
BOARD OF MANAGERS

RESOLUTION TO APPROVE
SPRING LAKE PARK LOCAL WATER MANAGEMENT PLAN

Manager ________________ offered the following Resolution and moved its adoption, seconded by Manager ________________,

WHEREAS on June 9, 2010, the RCWD adopted a new Watershed Management Plan (WMP) under Minnesota Statutes 103B.231, which details the existing physical environment, land use and development in the watershed and establishes a plan to manage water resources and regulate water resource use to improve water quality, prevent flooding and otherwise achieve the goals of Minnesota Statutes Chapters 103B and 103D;

WHEREAS the WMP incorporates the Rules adopted by the RCWD to improve water quality, prevent flooding and otherwise achieve the goals of Minnesota Statutes Chapters 103B and 103D;

WHEREAS on July 18, 2018 the City of Spring Lake Park (City) submitted an update to its local water management plan under Minnesota Statutes 103B.235 for formal RCWD review and approval;

WHEREAS the Metropolitan Council received a copy of the local plan and provided comments on that plan to the RCWD in accordance with Minnesota Statutes 103B.235, and the RCWD finds that the City has adequately addressed those comments;

WHEREAS the RCWD has determined that the local plan, as revised and submitted on December 19, 2018, meets the requirements for approval set forth in the WMP, except that the local plan does not provide for the adoption of official controls or implementation of inspection and administrative procedures necessary to insure that the full regulatory standards of the RCWD are met, as required by the WMP in order for the City to assume sole regulatory authority;

WHEREAS the City does not wish to assume sole regulatory authority but, instead, wishes to authorize the RCWD to continue to require permits for the use and development of land, and otherwise exercise its regulatory authority within the City, within the meaning of Minnesota Statutes 103B.211, subd. 1(a)(3); and

WHEREAS the RCWD’s approval of the local plan rests on the City’s agreement that the RCWD will continue to exercise its present regulatory authority; and
WHEREAS the RCWD and the City understand that the RCWD would deem a future withdrawal of the City’s authorization without an RCWD determination that the City’s official Controls meet WMP standards to constitute a failure to adopt the implementation program of the local plan as specified in Minnesota Statutes 103B.211, subdivision 1(a)(3)(i); and

WHEREAS the RCWD and the City recognize and agree that the City at a later time may amend its plan in order to assume sole regulatory authority, subject to RCWD approval;

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Spring Lake Park’s local water management plan, as submitted on December 19, 2018.

The question was on the adoption of the resolution and there were ___ yeas and ___ nays as follows:

<table>
<thead>
<tr>
<th></th>
<th>Yea</th>
<th>Nay</th>
<th>Absent</th>
<th>Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>WALLER</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>HAAKE</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>BRADLEY</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>WAGAMON</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>PREINER</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Upon vote, the Chair declared the Resolution ________________.

__________________________________________
Dated: January 9, 2019
Michael Bradley, Secretary

* * * * * * * * *

I, Michael Bradley, Secretary of the Rice Creek Watershed District, do hereby certify that I have compared the above resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I hereunto set my hand this 9th day of January 2019.

__________________________________________
Michael Bradley, Secretary
EXECUTIVE SUMMARY

This Local Surface Water Management Plan (LSWMP) has been developed to serve as a comprehensive planning document to guide the City of Spring Lake Park in conserving, protecting, and managing its surface water resources and comply with the requirements detailed in Minnesota Statutes 103B and Minnesota Rules 8410, administered by the Board of Soil and Water Resources (BWSR). This plan is also consistent with the goals and policies of the Metropolitan Council’s 2040 Water Resources Policy Plan, and the watershed districts having authority within the City. This plan may be periodically amended to remain current with local practices and policies.

This document provides an inventory of water resource related information including the results of assessments conducted by other governmental units, both local and state. From this inventory and assessment, Spring Lake Park sets forth its goals and policies and implementation program.

The Coon Creek Watershed District (CCWD) of which the City of Spring Lake Park is a part, requires each City to include a brief discussion of problems in the City and general strategies to address them. The City previously completed a drainage study to identify flood-prone areas throughout the City. Specific areas of concern are discussed later in this report, in the Implementation section (Section 8). To address flood-prone areas and areas with poor drainage throughout the City, the City will consider adding storage to its stormwater features and implementing water quality features where appropriate.

The plan is organized as follows:

- **Section 1** offers an introduction to and purpose of the Plan, including the plan content requirements of the local watershed districts.

- **Section 2** of this Plan provides an inventory of land and water resources within the City including a description of the physical environment, available and pertinent water resources data, and land use maps.

- **Section 3** includes a comprehensive documentation of the regulatory agencies influencing the management of surface water resources in Spring Lake Park.

- **Section 4** describes surface water management plans, studies, and rules in the city.

- **Section 5** identifies the stormwater management agreements between Spring Lake Park and other entities.
Section 6 provides a current assessment of surface water management in Spring Lake Park, including the National Pollution Discharge Elimination System (NPDES) permitting process, Total Maximum Daily Load (TMDL) discussions, comparison of regulatory standards, and identification of issues and corrective actions.

Section 7 lists the goals and policies identified to address surface water management needs in the City.

Section 8 identifies implementation projects and activities to address assessment items from Section 6 and the goals and policies from Section 7.

Section 9 outlines the continued administration of this plan with respect to plan updates and amendments.
### Table 6.3 – Surface Water Management Issues and Possible Corrective Actions

<table>
<thead>
<tr>
<th>Issue Number</th>
<th>Stormwater Issue</th>
<th>Issue Identified by:</th>
<th>Possible Corrective Actions</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>The City has limited financial ability to implement water quality BMPs</td>
<td>City</td>
<td>• The City would like to work with RCWD on funding water quality BMPs.</td>
</tr>
<tr>
<td>2</td>
<td>Water quantity and erosion issues in Spring Brook Creek and wetland, and Stony Brook Creek</td>
<td>CCWD WMP</td>
<td>• Assist CCWD with regular inspection and maintenance of projects within Spring Lake Park.</td>
</tr>
<tr>
<td>3</td>
<td>Portions of the City discharge to downstream impaired waters</td>
<td>MPCA</td>
<td>• Follow strategies put forth by the MPCA and other outside agents to address TMDLs for the impaired water bodies, including the Upper Mississippi River Bacteria TMDL.</td>
</tr>
<tr>
<td>4</td>
<td>Chloride levels approaching TMDL in Spring Brook Creek</td>
<td>MPCA</td>
<td>• Review the findings in the Metro Chloride TMDL regarding high-risk water bodies, and continue to implement action items regarding salt use. The City of Spring Lake Park requires its snowplow operators to attend smart salting trainings to learn salt application rates, equipment calibration and adjust road salt application rates based on weather conditions and pavement temperatures.</td>
</tr>
<tr>
<td>5</td>
<td>Low water levels and water quality issues in Spring Lake</td>
<td>City</td>
<td>• Review the findings in the 2009 Southwest Urban Lakes Study regarding low water levels in Spring Lake, and potentially implement the recommended activities</td>
</tr>
<tr>
<td>6</td>
<td>Maintenance of private stormwater BMPs</td>
<td>City</td>
<td>• Research, develop, and implement a private stormwater BMP maintenance ordinance</td>
</tr>
</tbody>
</table>
| 7            | Excessive sediment in ditches, ponds, and wetlands                               | City                 | • Continue street sweeping activities twice annually  
  • Clean sediment out of existing ditches, ponds, and wetlands                                                                                         |
| 8            | Excessive peak flow rates                                                       | City                 | • Pursue select improvement projects. Enforce stormwater design standards to address peak discharge rates for new development, redevelopment, and site expansion projects. At the time of this plan submittal, the City had not yet completed its drainage report. Once the drainage report is complete, the City will work to identify specific areas that experience flooding, if applicable. |
### Table 8.3 – System Capital Improvement Projects (CIP) and Activities

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
<th>Estimated Cost</th>
<th>Potential Funding</th>
<th>Comments</th>
<th>Proposed Start</th>
</tr>
</thead>
<tbody>
<tr>
<td>Street Sweeping</td>
<td>Sweep streets once in the spring and once in the fall.</td>
<td>$8,000 annually</td>
<td>Annual budget</td>
<td>Addresses water quality and excessive sediment issues.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Annual Stormwater System Inspection and Maintenance</td>
<td>Inspection and maintenance of the City’s stormwater system</td>
<td>$2,000 annually</td>
<td>Annual budget</td>
<td>Includes pond and storm sewer inspection, cleaning, and maintenance in accordance with the City’s SWPPP.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Annual NPDES Reporting</td>
<td>Writing and administering MS4 annual reports</td>
<td>$8,000 annually</td>
<td>Annual budget</td>
<td>Addresses maintenance issues.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Review Funding Options</td>
<td>Review funding options available to the City.</td>
<td>$2,000</td>
<td>Budget</td>
<td>Considers affordability issue.</td>
<td>2019</td>
</tr>
<tr>
<td>General SWPPP Implementation</td>
<td>Education coordination with the local WMOs, staff training, website updates, mailings etc.</td>
<td>$5,000 annually plus city staff time that varies</td>
<td>Annual budget</td>
<td>This is expected to be an on-going activity throughout the term of this LSWMP, should coordinate efforts with the ACD, RCWD, and CCWD.</td>
<td>Ongoing</td>
</tr>
<tr>
<td>Monroe Street and 81st Avenue Improvements</td>
<td>Provide water management and water quality improvements.</td>
<td>$500,000</td>
<td>Grants and/or bonding</td>
<td>Provide infiltration and storage as outlined in 2018 SLP drainage report. Addresses water quality and excessive peak flow issues.</td>
<td>2028</td>
</tr>
<tr>
<td>Terrace Street and 78th Avenue Improvements</td>
<td>Provide water management and water quality improvements.</td>
<td>$200,000</td>
<td>Grants and/or bonding</td>
<td>Provide infiltration area as outlined in 2018 SLP drainage report. Addresses water quality and excessive peak flow issues.</td>
<td>2026</td>
</tr>
<tr>
<td>Fillmore Street and 83rd Avenue Pond</td>
<td>Water management and quality improvements.</td>
<td>$50,000</td>
<td>Grants and/or bonding</td>
<td>Enlarge pond and add infiltration per 2018 SLP drainage report. Addresses water quality and excessive peak flow issues.</td>
<td>2019 or 2020</td>
</tr>
<tr>
<td>Private Surface Water Facilities Maintenance Ordinance</td>
<td>Draft and implement a private surface water facilities maintenance ordinance.</td>
<td>$10,000</td>
<td>Budget</td>
<td>Includes an inventory and creating a list of private facilities in the City</td>
<td>2019</td>
</tr>
<tr>
<td>Triangle Park Drainage Area</td>
<td>Miscellaneous water quality improvements.</td>
<td>$70,000</td>
<td>Budget</td>
<td>As outlined in 2018 SLP drainage report. Addresses water quality and excessive peak flow issues.</td>
<td>2018</td>
</tr>
</tbody>
</table>
## Table 8.3 contd. – System Capital Improvement Projects (CIP) and Activities

<table>
<thead>
<tr>
<th>Project</th>
<th>Description</th>
<th>Estimated Cost</th>
<th>Potential Funding</th>
<th>Comments</th>
<th>Proposed Start</th>
</tr>
</thead>
<tbody>
<tr>
<td>81st Avenue Garfield Area Pond</td>
<td>Water management and quality improvements.</td>
<td>$499,000</td>
<td>Grant such as RCWD USWR or BWSR WBFPP, and/or bonding</td>
<td>Provide infiltration swale as outlined in 2018 SLP drainage report. Addresses water quality and Spring Lake low water level issues.</td>
<td>2019</td>
</tr>
<tr>
<td>North of Hill View Road and east of Pleasant View Drive</td>
<td>Water management and quality improvements</td>
<td>$10,000</td>
<td>Grant such as RCWD USWR or BWSR WBFPP or private</td>
<td>As identified in the 2009 RCWD Southwest Urban Lakes Study, Addresses Spring Lake water quality issues.</td>
<td>2025</td>
</tr>
<tr>
<td>Pleasant View Drive and 79th Avenue</td>
<td>Water management and quality improvements</td>
<td>$15,000</td>
<td>RCWD Demonstration Project</td>
<td>As identified in the 2009 RCWD Southwest Urban Lakes Study, Addresses Spring Lake water quality issues.</td>
<td>2020</td>
</tr>
<tr>
<td>West of Pleasant View Dr. &amp; south of 81st Ave. (VFW)</td>
<td>Water management and quality improvements</td>
<td>$100,000</td>
<td>Grant such as RCWD USWR or BWSR WBFPP or private</td>
<td>As identified in the 2009 RCWD Southwest Urban Lakes Study, Addresses Spring Lake water quality issues.</td>
<td>2026</td>
</tr>
<tr>
<td>East of Spring Lake Park Road and South of County Road 10</td>
<td>Water management and quality improvements</td>
<td>$5,000</td>
<td>Grant such as RCWD USWR or BWSR WBFPP or private</td>
<td>As identified in the 2009 RCWD Southwest Urban Lakes Study, Addresses Spring Lake water quality issues.</td>
<td>2027</td>
</tr>
<tr>
<td>East of Spring Lake Park Road and South of County Road 10 (Spring Lake Park Auto)</td>
<td>Water management and quality improvements</td>
<td>$10,000</td>
<td>Grant such as RCWD USWR or BWSR WBFPP or private</td>
<td>As identified in the 2009 RCWD Southwest Urban Lakes Study, Addresses Spring Lake water quality issues.</td>
<td>2028</td>
</tr>
</tbody>
</table>
ITEMS REQUIRING BOARD ACTION

5. Consider Addendum #2 to the RCWD Watershed Management Plan. (Phil Belfiori)
MEMORANDUM
Rice Creek Watershed District

Date: January 3, 2019
To: RCWD Board of Managers
From: Phil Belfiori, Administrator
Subject: Plan Addendum #2

The proposed repair of branches 1 and 2 of JD 2 represents the first implementation of the trunk system maintenance program under the existing plan. As staff analyzed this activity, it was unclear to which fund, as designated in the Watershed Management Plan (WMP), the costs of the work should be allocated. This analysis led staff to identify a lack of clarity in the plan.

The current WMP establishes policies and programs for maintenance and repair of designated “trunk” drainage systems and for minor drainage system maintenance to be paid by ad valorem tax funds generated by the District. The current WMP establishes a program fund for “drainage system inspection, maintenance and repair” generally, funded by ad valorem tax funds generated by the District, in an amount of $250,000 - $500,000/year (up to $5,000,000 over the 10-year life of the plan). The WMP language describing the maintenance fund does not specify whether that fund is intended to satisfy trunk system or minor maintenance program established in the WMP. The maintenance fund is established at a level to cover the needs of both programs and staff believes the intent of the fund was to cover both programs.

Minnesota Rules part 8410.0140, subp. 1a, allows a watershed district to adopt clarifications of existing plan goals or policies and adjustments to how an organization will carry out program activities within its discretion by informal process – i.e. without following the formal amendment process. Basically, the Board may adopt a clarification to its plan without hearing and the clarification becomes effective upon distribution to the agencies and individuals who have received a copy of the existing plan (i.e. plan review authorities) and posting on the District’s website.

The attached notice, including the language of the clarification, was provided by publication in the Pioneer Press newspaper, posted at the District office /District website and was emailed to the District’s distribution list. To date, no comments have been received.

RECOMMENDATION
Staff recommends Board approval of resolution 2019-02 adopting the clarification in order to make clear the source of funding for both the minor maintenance and trunk maintenance programs.

Attached:
• Resolution 2019-02 related to adoption of Plan Clarification Addendum #2 into the Rice Creek Watershed District, Watershed Management Plan with attached Addendum #2 dated January 9, 2019
• Published Notice
RESOLUTION 2019-02

RICE CREEK WATERSHED DISTRICT BOARD OF MANAGERS

Resolution to Adopt Plan Clarification Addendum #2 into the Rice Creek Watershed District, Watershed Management Plan

Manager ______________ offered the following Resolution and moved its adoption, seconded by Manager ______________:

Whereas, Minnesota Rules part 8410.0140, subp. 1a, allows a watershed district to adopt clarifications of existing plan goals or policies and adjustments to how an organization will carry out program activities within its discretion by informal process; and

Whereas, in its current plan, the Board of Managers has established a fund for public drainage system maintenance and repair and has established a policy for maintenance and repair of designated “trunk” drainage systems; and

Whereas, the original plan language is unclear regarding the use of established drainage system maintenance and repair funding for trunk system repairs; and

Whereas, the Board of Managers finds that it is beneficial to clarify its plan and the process by which it will implement trunk system repairs; and

Whereas, the Board of Managers gave notice of its intent to adopt a plan clarification and invited comments. Notice, including the language of the clarification, was provided by publication in the Pioneer Press newspaper December 26, 2018, by posting at the District office and on the District website on December 13, 2018, and by email to the District’s distribution list on December 13, 2018; and

Whereas, at its regular meeting on January 9, 2019, the Board of Managers considered the proposed clarification addendum to its plan and opened the matter for public discussion.

Therefore, be it resolved that, after considering the facts herein, the Board of Managers adopts plan clarification addendum #2 (attached hereto), and directs its staff to distribute the plan clarification to its distribution list of agencies and individuals who have received a copy of the plan and to post the clarification on the District’s website within 30 days of adoption of this resolution.
The question was on the adoption of Resolution 2019-__ and there were __ yeas and __ nays as follows:

<table>
<thead>
<tr>
<th></th>
<th>Yea</th>
<th>Nay</th>
<th>Absent</th>
<th>Abstain</th>
</tr>
</thead>
<tbody>
<tr>
<td>WALLER</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>HAAKE</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>BRADLEY</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>WAGAMON</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
<tr>
<td>PREINER</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
<td>☐</td>
</tr>
</tbody>
</table>

Upon vote, the President declared the Resolution ____________.

__________________________________
Michael Bradley, Secretary

Dated: January 9, 2019

I, Michael Bradley, Secretary of the Rice Creek Watershed District, do hereby certify that I have compared the above Resolution 2019-__ with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 9th day of January, 2019.

______________________________
Michael Bradley, Secretary
ADDENDUM #2
TO
RICE CREEK WATERSHED DISTRICT WATERSHED MANAGEMENT PLAN
AS AMENDED ON NOVEMBER 9, 2016

Addendum Date: January 9, 2019

The following text shall be added to the RCWD Watershed Management Plan as amended for the purposes of clarifying Chapter 6. This text does not alter the original intent of the Plan.

Chapter 6 (Operations and Management), Page 6-25: Add the following second paragraph under “Public Drainage System Inspection, Maintenance, and Repair Program.”

Approximate annual budgeting for the Public Drainage System Inspection, Maintenance and Repair program is provided in Table 6-3 on Page 6-11. This program includes, but is not limited to: scheduled and unscheduled inspection of the public drainage systems; maintenance to segments of the public drainage system as deficiencies are identified; system-wide repairs of those public drainage systems also classified as Trunk Drainage Systems; and associated administrative, legal, and engineering costs.
Pioneer Press newspaper December 26, 2018

District website & posted at office notice December 13, 2018.

District email noticing December 13, 2018.

Notice of Rice Creek Watershed District
Watershed Management Plan
Addendum #2

PLEASE TAKE NOTICE That the Rice Creek Watershed District (RCWD) Board of Managers will be considering the following Addendum to the RCWD Watershed Management Plan on Wednesday, January 9, 2019 at 9:00 a.m. in the Shoreview City Council Chambers, 4600 North Victoria Street, Shoreview, Minnesota.

The following text shall be added to the RCWD Watershed Management Plan as amended for the purposes of clarifying Chapter 6. This text does not alter the original intent of the Plan.

Chapter 6 (Operations and Management), Page 6-25: Add the following second paragraph under “Public Drainage System Inspection, Maintenance, and Repair Program.”

Approximate annual budgeting for the Public Drainage System Inspection, Maintenance and Repair program is provided in Table 6-3 on Page 6-11. This program includes, but is not limited to: scheduled and unscheduled inspection of the public drainage systems; maintenance to segments of the public drainage system as deficiencies are identified; system-wide repairs of those public drainage systems also classified as Trunk Drainage Systems; and associated administrative, legal, and engineering costs.

The RCWD watershed management plan and addendum #2 can be viewed on the District’s web-site: www.ricecreek.org or at the District office 4325 Pheasant Ridge Dr. NE, Suite 611, Blaine, MN 55449, MN. Comments can be directed by email to Phil Belfiori at: pbelfiori@ricecreek.org, phone: 763-398-3071 or to the address above.
ITEMS REQUIRING BOARD ACTION

6. Consider Check Register dated January 9, 2019, in the amount of $58,712.39 prepared by Redpath and Company.
Rice Creek Watershed District
Check Register
December 27, 2018 - January 9, 2019
To Be Approved at the January 9, 2019 Board Meeting

<table>
<thead>
<tr>
<th>Check #</th>
<th>Date</th>
<th>Payee</th>
<th>Description</th>
<th>Amount</th>
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<tbody>
<tr>
<td>22712</td>
<td>01/09/19</td>
<td>Comcast</td>
<td>Telecommunications</td>
<td>$144.23</td>
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<td>22713</td>
<td>01/09/19</td>
<td>Friends of the Mississippi River</td>
<td>Contracted Services</td>
<td>15,000.00</td>
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<td>22714</td>
<td>01/09/19</td>
<td>Hamline University</td>
<td>Training &amp; Education</td>
<td>2,200.00</td>
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<td>22715</td>
<td>01/09/19</td>
<td>Pitney Bowes, Inc.</td>
<td>Office Supplies</td>
<td>10.99</td>
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<tr>
<td>22716</td>
<td>01/09/19</td>
<td>United Parcel Services</td>
<td>Postage</td>
<td>78.99</td>
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<tr>
<td>22717</td>
<td>01/09/19</td>
<td>U.S. Bank Equipment Finance</td>
<td>Equipment Lease</td>
<td>249.98</td>
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<tr>
<td>22718</td>
<td>01/09/19</td>
<td>Water Education Group</td>
<td>Training &amp; Education</td>
<td>825.00</td>
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<tr>
<td>Dir. Dep.</td>
<td>01/15/19</td>
<td>January 15th Direct Deposits</td>
<td>January 15th Direct Deposits</td>
<td>23,778.41</td>
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<tr>
<td>EFT</td>
<td>01/02/19</td>
<td>Xcel Energy</td>
<td>Telecommunications</td>
<td>11.31</td>
</tr>
<tr>
<td>EFT</td>
<td>01/15/19</td>
<td>Internal Revenue Service</td>
<td>12/14 Federal Withholding</td>
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<tr>
<td>EFT</td>
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<td>Minnesota Revenue</td>
<td>12/14 State Withholding</td>
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<tr>
<td>EFT</td>
<td>01/15/19</td>
<td>Empowerment Retirement</td>
<td>12/14 Deferred Compensation</td>
<td>1,683.00</td>
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<tr>
<td>EFT</td>
<td>01/15/19</td>
<td>PERA</td>
<td>12/14 PERA</td>
<td>5,116.27</td>
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</tbody>
</table>

Total $58,712.39
ITEMS FOR DISCUSSION AND INFORMATION

2. District Engineer Update and Timeline.
## District Engineer - Monthly Project Report December 2018

<table>
<thead>
<tr>
<th>Project Name</th>
<th>Estimated Budget</th>
<th>Cost to Date</th>
<th>Remaining Budget</th>
<th>Completed Date</th>
<th>District Billed for Change in Services?</th>
<th>Items of Interest / Concern</th>
</tr>
</thead>
<tbody>
<tr>
<td>Hansen Park Project - Phase 5 Construction Management</td>
<td>$253,300</td>
<td>$246,148</td>
<td>$7,152</td>
<td>N</td>
<td>Y</td>
<td></td>
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<tr>
<td>Construction Management</td>
<td>$253,300</td>
<td>$246,148</td>
<td>$7,152</td>
<td>N</td>
<td>Y</td>
<td></td>
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<tr>
<td>GIS Viewer and Permit Database Maintenance and Web Hosting</td>
<td>$21,500</td>
<td>$8,490</td>
<td>$13,010</td>
<td>Y</td>
<td>100%</td>
<td></td>
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<tr>
<td>Certification of Charges Bald Eagle Lake Water Management District - 2018</td>
<td>$3,700</td>
<td>$3,435</td>
<td>$265</td>
<td>N</td>
<td>95%</td>
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<tr>
<td>District Facility Access Review</td>
<td>$19,550</td>
<td>$17,672</td>
<td>$1,878</td>
<td>N</td>
<td>98%</td>
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<tr>
<td>Strategic Direction</td>
<td>$16,000</td>
<td>$17,824</td>
<td>($1,824)</td>
<td>N</td>
<td>98%</td>
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<tr>
<td>Oasis Pond IESF - Construction Management Support</td>
<td>$45,340</td>
<td>$30,334</td>
<td>$15,006</td>
<td>N</td>
<td>90%</td>
<td></td>
</tr>
<tr>
<td>Brown's Preserve Monitoring and Wetland Bank Management - 2018</td>
<td>$23,725</td>
<td>$3,466</td>
<td>$20,259</td>
<td>N</td>
<td>40%</td>
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<tr>
<td>JD 2 Branch 1 &amp; 2 Repair Design, Staking, and Construction Management</td>
<td>$43,700</td>
<td>$3,977</td>
<td>$39,723</td>
<td>N</td>
<td>15%</td>
<td></td>
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<tr>
<td>JD 3 Repair Report</td>
<td>$60,290</td>
<td>$56,122</td>
<td>$4,168</td>
<td>N</td>
<td>90%</td>
<td></td>
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<tr>
<td>New Brighton St. Water Management District</td>
<td>$131,500</td>
<td>$37,229</td>
<td>$94,271</td>
<td>N</td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>New Brighton St. Water Management District</td>
<td>$131,500</td>
<td>$37,229</td>
<td>$94,271</td>
<td>N</td>
<td>25%</td>
<td></td>
</tr>
<tr>
<td>Watershed Plan Update</td>
<td>$180,700</td>
<td>$47,578</td>
<td>$133,122</td>
<td>N</td>
<td>25%</td>
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<tr>
<td>Watershed Plan Update</td>
<td>$180,700</td>
<td>$47,578</td>
<td>$133,122</td>
<td>N</td>
<td>25%</td>
<td></td>
</tr>
</tbody>
</table>

**Notes:**
- Estimated progress based on work completed.
- Cost to date reflects internal cost.
- District staff has reviewed the memorandum. Final edits are being prepared.
- A letter of permission from the DNR has been issued. District staff will begin to obtain necessary permits.
- HEI has prepared background on project partners and detailed existing conditions.
- Review of portions of the Draft Repair Report was held at a Board Workshop and a meeting has been held with the City of Hugo.
- WEI has prepared a draft memo describing the effect of potential modifications to the CWPMP rule and it is being prepared.
- HEI has prepared a draft memo describing the effect of potential modifications to the CWPMP rule and it is being prepared.
- Assessment of concepts are being completed.
- The contractor will complete remaining punch list items in the spring including paving of the trail.