



JANUARY						
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RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, January 25, 2023, 9:00 a.m.

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

or via Zoom Meeting:

<https://us06web.zoom.us/j/87274258765?pwd=Zml4a0Z5WXJXQ1Rtb0lVNkxRZjF4dz09>

Meeting ID: 872 7425 8765

Passcode: 327454

Dial by your location +1 312 626 6799 US (Chicago)

Meeting ID: 872 7425 8765

Passcode: 327454

Agenda

CALL TO ORDER

OATH OF OFFICE: JESSICA ROBERTSON AND MARCIA WEINANDT

ROLL CALL

SETTING OF THE AGENDA

**APPROVAL OF MINUTES: JANUARY 9, 2023 WORKSHOP; JANUARY 11, 2023
REGULAR MEETING; JANUARY 17, 2023 SPECIAL WORKSHOP**

CONSENT AGENDA

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

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
22-094	Brown Beagle, LLC	Columbus	Final Site Drainage Plan	CAPROC 11 items
22-111	SVAP III Silver Lake, Village LLC JPMorgan Chase Bank	St. Anthony	Final Site Drainage Plan	CAPROC 3 items
22-113	Ramsey County Public Works	Arden Hills	Street & Utility Plan Final Site Drainage Plan Wetland Alteration	CAPROC 4 items
22-117	Roseville Investment Partners, LLC	Roseville	Final Site Drainage Plan	CAPROC 3 items

4325 Pheasant Ridge Drive NE #611 | Blaine, MN 55449 | T: 763-398-3070 | F: 763-398-3088 | www.ricestream.org

BOARD OF MANAGERS	Jess Robertson Anoka County	Steven P. Wagamon Anoka County	Michael J. Bradley Ramsey County	Marcie Weinandt Ramsey County	John J. Waller Washington County
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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 18, 2023.

OPEN MIC/PUBLIC COMMENT

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

ITEMS REQUIRING BOARD ACTION

1. RCWD Board Election of Officers (Nick Tomczik)
2. RCWD 2023 Board of Managers Calendar Update (Nick Tomczik)
3. Climate Resiliency Grant Project - Additional Services Request (Nick Tomczik)
4. Website Project Proposal Selection (Kendra Sommerfeld)
5. Citizen Advisory Committee (CAC) Membership Mileage Reimbursement Policy Adoption (Kendra Sommerfeld)
6. Appointment of CAC Members (Kendra Sommerfeld)
7. Minnesota Association of Watershed Districts (MAWD) Special Meeting (Nick Tomczik)
8. Check Register Dated January 25, 2023, in the Amount of \$307,614.70 Prepared by Redpath and Company

ITEMS FOR DISCUSSION AND INFORMATION

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

**APPROVAL OF MINUTES: JANUARY 9, 2023 WORKSHOP;
JANUARY 11, 2023 REGULAR MEETING; JANUARY 17,
2023 SPECIAL WORKSHOP**

Draft

For Consideration of Approval at the January 25, 2023 Board Meeting.
Use these minutes only for reference until that time.

RCWD BOARD OF MANAGERS WORKSHOP

Monday, January 9, 2023

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

1 The Board convened the workshop at 1:00 p.m.

2 Attendance: Board members John Waller, Mike Bradley, Steve Wagamon, and Marcie Weinandt

3 Absent:

4 Staff: Administrator Nick Tomczik; Communications and Outreach Specialist Kendra Sommerfeld, Office
5 Manager Theresa Stasica

6 Consultants: District Engineer Chris Otterness -Houston Engineering (HEI), District Attorneys Louis Smith
7 (video-conference) and Chuck Holtman-Smith Partners

8 Visitors: Patricia Preiner, Terrence Chastan-Davis (video-conference), Jessica Collin-Pilarski

9

10 **Patricia Preiner Years of Service Plaque Presentation**

11 Manager Bradley presented Patricia Preiner with a plaque and thanked her on behalf of the Board and staff
12 for her 15 years of service to the District as President of the Board. The Board, staff, and consultants showed
13 their appreciation for her work and many accomplishments during her time at the District.

14

15 **Delegation of Signing & Disbursement Authority to District Administrator**

16 Administrator Tomczik and Attorney Holtman reviewed the proposed resolution with the Board. The Board
17 discussed the disbursement list within the resolution.

18 In consideration of the proposed resolution, Attorney Holtman advised the Board to update District Bylaws,
19 Art. XIV, Section 1. The Board of Managers were provided notice:

20

21 NOTICE pursuant to District Bylaws, Art. XIV, Section 1, of proposed amendment of Bylaws, to be
22 considered at February 8, 2023 Board meeting.

23 Article V, Section 6. AUTHORIZED SIGNATORIES BY MANAGERS: All checks, drafts, or other orders
24 for the payment of money, notes or other evidences of indebtedness issued in the name of RCWD
25 shall be signed by two members of the RCWD Board of Managers, except that the Board, by
26 resolution, may delegate to the District Administrator the authority to sign checks and authorize
27 disbursements for certain categories of operational or administrative expenditures within the
28 Board-approved budget. Checks may be endorsed through electronic signature.

29

30 The Board by majority consensus agreed to bring the proposed resolution and proposed amendment to the
31 Bylaws to its February 8, 2023 meeting for Board action.

32

33 The Board with staff further discussed the Accounting, Funds Management and Investment Manual to be
 34 considered at Wednesday’s meeting. The Board discussed item D. Investment & Depository Policy and
 35 Procedures of the policy and how it designates the administrator as the chief financial officer. The managers
 36 agreed that the administrator should not be given that designation to the extent that it would delegate to
 37 the administrator a wide scope of authority to direct District investments. Mr. Holtman suggested that the
 38 documents enrolling the District in the 4M program already may give the administrator that authority with
 39 respect to the management of District funds being held within the program. The Board by consensus
 40 directed staff to bring edits back to the Board addressing this concern to consider at its Wednesday meeting.

41
 42 **City-District Memorandum of Agreements for Work on Public Drainage Systems**

43 Staff reviewed the draft MOAs with the Board recognizing no delegation of District public drainage
 44 authority. The template MOA may be utilized by other public entities. Staff identified potential impact to
 45 future budgets and to track multi-year proposals within the budget. By majority consensus the Board agreed
 46 to bring the two MOAs with suggested changes to add the item to Wednesday’s agenda for action. The
 47 Board further clarified that staff will review submitted work plans annually, and the MOAs are intended to
 48 work with municipal partners similar to a general contractor and not intended to be for equipment
 49 purchases or staffing capacity.

50 **Review Website Project Proposals**

51 Communications and Outreach Specialist Sommerfeld reviewed the website proposals with the Board and
 52 provided her recommendation. The Board by consensus agreed to her recommendation of entering into a
 53 contract with Plaudit Design to complete the website project. Staff will bring the awarding of the contract
 54 to a future Board meeting.

55
 56 **Ramsey County Letter of Support Request - State Bonding**

57 Staff reviewed the draft letter with the Board. The Board suggested a few changes to the letter. The Board
 58 by consensus agreed to add this item to Wednesday meeting for action.

59
 60 **CAC - Membership Mileage Reimbursement**

61 Communications and Outreach Specialist Sommerfeld reviewed a draft policy for reimbursement of travel
 62 expenses for CAC members. The Board by consensus agreed to the draft policy and directed staff bring it
 63 to a future Board meeting for action.

64
 65 **Administrator Update**

66 Administrator Tomczik informed the Board of the MAWD Legislative Event. He also provided a MAWD
 67 email regarding BWSR Board meeting on 12/15/2022 where under partner updates, DNR informed the
 68 Board that it is their intent to introduce the early coordination legislation in the upcoming legislative
 69 session. The Board discussed the email with staff and were provided background on the Drainage Work
 70 Group.

71
 72 The workshop was adjourned at 3:39 p.m.

DRAFT

1
2 For Consideration of Approval at the January 25, 2023 Board Meeting.
3 Use these minutes only for reference until that time.
4

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS **Wednesday, January 11, 2023**

Shoreview City Hall Council Chambers
4600 North Victoria Street, Shoreview, Minnesota
and
Meeting also conducted by alternative means
(teleconference or video-teleconference) from remote locations

Minutes

5

CALL TO ORDER

6

7 1st Vice-Pres. Michael Bradley called the meeting to order, a quorum being present, at 9:00 a.m.

8

ROLL CALL

9

10 Present: 1st Vice-Pres. Michael Bradley, 2nd Vice-Pres. John Waller, and Secretary Marcie Weinandt,
11 and Treasurer Steven Wagamon

12

13 Absent: None

14

15 Staff Present: District Administrator Nick Tomczik, Permit Coordinator/Wetland Specialist Patrick Hughes,
16 Public Drainage Inspector Ashlee Ricci, Lake and Stream Program Manager Matt Kocian,
17 Communications and Outreach Coordinator Kendra Sommerfeld (video-conference), and
18 Office Manager Theresa Stasica

19

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

22

23 Visitors: None

24

SETTING OF THE AGENDA

25

26 District Administrator Tomczik explained that staff was proposing a new Action Item #3 Memorandum of
27 Agreement Public Drainage System Work-Roseville; #4 Memorandum of Agreement Public Drainage System
28 Work-Mounds View; and #9 Ramsey County Letter of Support Request-State Bonding. He noted that
29 these items had been discussed at the recent workshop where the Board found timely action was
30 appropriate.

31

32 ***Motion by Manager Weinandt, seconded by Manager Wagamon, to approve the agenda as amended.***

33 ***Motion carried 4-0.***

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READING OF THE MINUTES AND THEIR APPROVAL

Minutes of the December 12, 2022 Workshop.

District Administrator Tomczik asked District Attorney Smith to comment on recent court decisions, implications, and impact on the minutes.

District Attorney Smith stated that his comments apply especially to the December 14, 2022 regular meeting minutes. He stated that on December 12, 2022 the Anoka County District Court issued a decision in the Circle Pines vs. Anoka County case concerning manager appointments. He explained that the decision was filed in the courts on December 13, 2022. The court ruled that the City of Columbus had properly nominated Ms. Preiner to serve on the Board, but the Anoka County Board had failed to specifically consider the hydrologic areas of the watershed in making their appointment and therefore the appointment was void, effective immediately. He explained that the District had learned of that decision after the December 14, 2022 Board meeting and noted that following review of the minutes, all of the decisions made by the Board on December 14, 2022 were either approved 5-0 or 4-0 with an abstention, so all of the decisions made on that date are legally proper, even without Ms. Preiner’s vote being valid.

District Administrator Tomczik noted that the Board had also taken action on December 12, 2022 on a few items that, upon review, would also be considered legally proper without counting Ms. Preiner’s vote.

District Attorney Smith explained that the court decision was not filed and in effect until December 13, 2022.

Manager Weinandt noted that District Attorney Smith’s comments would be recorded in today’s minutes but asked if there needed to be adjustments made to the December 14, 2022 minutes.

District Attorney Smith stated that no adjustments needed to be made to the minutes.

Motion by Manager Weinandt, seconded by Manager Waller, to approve the minutes, as presented. Motion carried 4-0.

Minutes of the December 14, 2022 Board of Managers Regular Meeting. Motion by Manager Weinandt, seconded by Manager Wagamon, 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:

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
22-096	City of New Brighton	New Brighton	Final Site Drainage Plan Wetland Alteration Floodplain Alteration	CAPROC 7 items

75 22-110 Lexington Meadows LLC Blaine Final Site Drainage Plan CAPROC 11 items

76

77 ***It was moved by Manager Wagamon and seconded by Manager Weinandt, to approve the consent***
78 ***agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings***
79 ***and Recommendations, dated January 4, 2023. Motion carried 4-0.***

80 **OPEN MIC/PUBLIC COMMENT**

81 None.

82 **ITEMS REQUIRING BOARD ACTION**

83 **1. Hansen Park & Bald Eagle Lake Iron-Enhanced Sand Filter (IESF) Maintenance Work – Davey**
84 **Resource Group Proposal**

85 Public Drainage Inspector Ricci stated that included in the packet were proposals from Davey
86 Resource Group, a contractor that the District has used in the past, to conduct maintenance work
87 at the Hansen Park and Bald Eagle Lake Iron-Enhanced Sand Filters.

88

89 ***Motion by Manager Weinandt, seconded by Manager Wagamon, to approve the Davey Resource***
90 ***Group maintenance plans for the Hansen Park and Bald Eagle Lake IESF sites, dated January 11,***
91 ***2023, authorizing the Administrator to execute the documents. Motion carried 4-0.***

92

93 **2. Johanna Creek Carp Barrier - Award of Construction Contract**

94 District Administrator Tomczik noted that updated materials had been printed out and placed on
95 the desk for the Board and noted that they were also available to the public.

96

97 Lake and Stream Program Manager Kocian explained that the item was handed-out, and not in the
98 packet, for two reasons. First, with the holidays, he wanted to give contractors extra time to
99 prepare quotes, and so quotes were just received the previous Friday (Jan 6). Second, on advice
100 of counsel the materials in the contractor quotes were not public information until the contract was
101 signed. He gave a brief overview of the Long Lake Carp Management Program and the need for a
102 barrier in the Johanna Creek area. He stated that the District had applied for and received a Clean
103 Water Fund Grant from BWSR to address this issue.

104

105 Manager Wagamon asked if the carp had basically ‘figured out the system’.

106

107 Lake and Stream Program Manager Kocian stated that was is a good question and it is difficult not
108 to attribute human ideas like ‘they are figuring it out’ in a situation like this. He stated that it could
109 be that some small percentage of the population has always migrated through that area and now
110 that the District has reduced the size of the rest of the population, it just becomes a bigger
111 percentage. He stated that they have also seen evidence of carp trying to migrate in both
112 directions and that has shown that carp try to migrate through Rice Creek and when they meet the
113 barrier, turn around and attempt to migrate through Johanna Creek. He reviewed the proposed

114 location for the barrier on land owned by the City of New Brighton and reviewed renderings of the
115 proposed barrier. He explained that the District had received a \$50,000 grant from BWSR that
116 requires a 5% match, so the project budget is \$55,000. He noted that the plan is to oversee
117 construction in January and February. The District received two quotes for this project with the
118 low quote being from Peterson Companies which came in under budget.

119
120 Manager Wagamon asked how the screens in the barriers did not block other types of fish from
121 moving through the channel.

122
123 Lake and Stream Program Manager Kocian stated that there are not many of this type of barrier in
124 the District but noted that they are intended to block most species that move up the channel. He
125 stated that they have discussed this with the DNR Fisheries and they were not concerned. He
126 stated that the screens are removable and, at times, they have tried to time removal with the fish
127 migrations, but the DNR has also told them not to worry about that and to just leave the screens in
128 all the time.

129
130 Manager Weinandt asked if carp are in Johanna Lake.

131
132 Lake and Stream Program Manager Kocian stated that this area is referred to as Johanna Creek but
133 there are several locations between Long Lake and Lake Johanna that are barriers to upstream
134 migration. He explained that the concern in this situation was not that they would migrate to Lake
135 Johanna but would make their way into the E2 wetland, which is a very large winter kill wetland
136 complex in between Lake Johanna and Long Lake.

137
138 Manager Weinandt stated that there is a weekly farmer's market located to the east of the proposed
139 barrier location. She stated that she thinks this would be the perfect location to have a public
140 presence and have information available about what the District does. She asked for an update on
141 the carp removal that is being proposed from the State-wide group and the Clean Water Council.

142
143 ***Motion by Manager Weinandt, seconded by Manager Wagamon, to authorize the Administrator,***
144 ***on advice of counsel, to enter into an agreement with Peterson Companies for the construction of***
145 ***the Johanna Creek Fish Barrier, for an amount not-to-exceed \$38,050.00. The Administrator is***
146 ***authorized to approve contract amendments not-to-exceed 20% of the contract price (\$7,610).***
147 ***Motion carried 4-0.***

148
149 Manager Weinandt stated that the District has led the pack in carp removal efforts which is a State-
150 wide concern. She noted that through the Clean Water Council and other organizations, an effort
151 is underway to have a conference and a work group to discuss carp removal. She explained that
152 she would be representing the Clean Water Council at that meeting and noted that Lake and Stream
153 Program Manager Kocian had been involved in the effort.

154

155 Lake and Stream Program Manager Kocian stated that he was not very familiar with the legislative
 156 changes that are planned, but is familiar with under workings. He stated that this effort has been
 157 led by the Minnesota Aquatic Invasive Species Research Center along with a few others. He
 158 explained that the idea is that management of carp has accelerated across the State over the last
 159 few years and people are recognizing that water quality goals will not be met unless the carp are
 160 managed. He stated that they have organized some workshops that will be aimed at a few
 161 different types of audiences to cover topics such as working through funding issues, assembling long
 162 term carp management plans, as well as potential policy and legislative changes that would make
 163 carp management work better overall.
 164

165 **3. Memorandum of Agreement Public Drainage System Work-Roseville**

166 Public Drainage Inspector Ricci stated that this Memorandum of Agreement (MOA) has been updated from
 167 what the Board saw at the recent workshop, but had no substantive changes to what had been presented.
 168 She gave a general overview of what this MOA entailed and its purpose and noted that staff would continue
 169 to work with the City of Roseville staff regarding work plans which will continue through the execution of the
 170 MOA.
 171

172 ***Motion by Manager Weinandt, seconded by Manager Wagamon, to Approve the Memorandum***
 173 ***of Agreement for Public Drainage System Work between the Rice Creek Watershed District and***
 174 ***the City of Roseville and authorize the District Administrator and 1st Vice-President Bradley to sign***
 175 ***the document. Motion carried 4-0.***
 176

177 **4. Memorandum of Agreement Public Drainage System Work-Mounds View**

178 Public Drainage Inspector Ricci stated that this Memorandum of Agreement (MOA) is almost identical to
 179 what was just approved for the City of Roseville, but is for the City of Mounds View. She noted that she
 180 had made the updates that were requested at the recent workshop.
 181

182 ***Motion by Manager Weinandt, seconded by Manager Wagamon, to Approve the Memorandum***
 183 ***of Agreement for Public Drainage System Work between the Rice Creek Watershed District and***
 184 ***the City of Mounds View and to authorize the District Administrator and 1st Vice-President Bradley***
 185 ***to sign the agreement. Motion carried 4-0.***
 186

187 **5. District Financial Manual and Associated Bylaws Amendment**

188 District Administrator Tomczik stated this was discussed at the recent workshop and staff has
 189 revised the document based on the Board discussion. He gave a brief overview of the proposed
 190 edits that had been made and explained that these changes had been shared with Treasurer
 191 Wagamon as well as 1st Vice-President Bradley.
 192

193 ***Motion by Manager Wagamon, seconded by Manager Waller, to adopt the final version of***
 194 ***Resolution 2023-01 Revising Accounting, Funds Management and Investment Manual and***
 195 ***Amending Bylaws to Permit Checks to be Signed Before Board Approves Disbursement;***
 196

197 **THEREFORE BE IT RESOLVED** that the Board of Managers hereby adopts the revised Manual, renamed

198 the "Accounting, Funds Management and Investment Manual," as updated at the January 9, 2023 and
199 appended hereto;

200
201 **BE IT FURTHER RESOLVED** that the Board hereby amends the District Bylaws, Article V, Subsection 4(e),
202 to read as follows:

203
204 Treasurer: The Treasurer shall have the care and custody of the funds and securities and shall
205 disburse the funds of RCWD as may be ordered from time to time by the Board. The Treasurer shall
206 keep or cause to be kept full and accurate accounts of receipts and disbursements in books
207 belonging to RCWD, and shall deposit all monies, securities and other valuable effects of the RCWD
208 in the name and to the credit of the RCWD in such depositories as may be designated from time to
209 time by the Board. Except to the extent that some other person or persons may be specifically
210 authorized by the Board to do so, the Treasurer shall make, execute, and endorse all checks and
211 other commercial paper on behalf of RCWD when requested by the Board and shall perform such
212 other duties as may be prescribed by the Board. Checks may be executed before Board approval but
213 the Treasurer shall oversee procedures to prevent premature disbursement.

214
215 **ROLL CALL:**
216 ***Manager Waller – Aye***
217 ***Manager Weinandt – Aye***
218 ***Manager Bradley – Aye***
219 ***Manager Wagamon – Aye***
220 ***Motion carried 4-0.***

221
222 **6. RCWD – Career Enhancement Options, Inc. Agreement**
223 District Administrator Tomczik explained the request to amend the agreement, which requires
224 additional aggregate spending authority in an amount not to exceed \$70,000.

225
226 1st Vice-President Bradley asked if his understanding was correct that this amount brings in 2022
227 budgeted dollars in addition to 2023 budgeted dollars. He stated that he believes that this was not
228 a new \$70,000 amount and reflects just a new \$45,000.

229
230 District Administrator Tomczik stated that this was correct that the \$70,000 is an aggregate amount
231 for both years.

232
233 ***Motion by Manager Weinandt, seconded by Manager Wagamon, to authorize the District***
234 ***Administrator to amend the Career Enhancement Options, Inc. agreement for additional***
235 ***aggregate spending authority not to exceed \$70,000.***

236
237 1st Vice-President Bradley asked for an explanation for the viewing audience of what services Career
238 Enhancement Options is offering.

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District Administrator Tomczik explained that Career Enhancement Options is working with the District on Human Resource matters which includes staff retention, organizational development, salary administration, and the District’s Human Resource manual.

1st Vice-President Bradley noted that an organization the size of the District does not have the ability to hire someone with this skill set that can handle all the complex human resource functions so it was a necessity to hire consultants for that work.

Manager Waller explained that he will be voting against this motion and thinks that this has turned into a large mission creep. He stated that he felt what the District originally had in mind could have already been completed and he felt this is the organization moving in to help the District Administrator ‘manage the managers’. He stated that this request shows him that things have moved beyond the original idea and explained that he did not support continuing this service.

Manager Wagamon stated that he partially agreed with Manager Waller, but despite this being expensive, he felt the District needed to do it.

Motion carried 3-1 (Waller opposed).

- 7. US Sitework, Inc. Partial Pay Request #3 for Anoka County Ditch 53-62 Main Trunk Repair Project**
Public Drainage Inspector Ricci stated that this is the third partial payment to US Sitework for their work on ACD 53-62 in Circle Pines.

District Engineer Otterness stated that the contractor had intended to have more work done by this time according to the original schedule, however, the weather patterns and the amount of snow that has fallen has delayed their progress.

Motion by Manager Wagamon, seconded by Manager Waller, to Approve Park Pay Request #3 as submitted and certified by the District Engineer and directs staff to issue a payment in the amount of \$27,047.45 to US Sitework for Anoka County Ditch 53-62 Main Trunk Repair.

Manager Weinandt asked about the conversations with the landowners.

Public Drainage Inspector Ricci explained that they have gone very well despite it being strange timing to have trees lose all their foliage and tree cutting happening at the same time. She stated that for the most part, there have been very few concerns expressed and landowners have been very responsive. She noted that the District is sending out monthly updates in the Circle Pines City newsletter and giving landowners the option to subscribe to an e-mail list where they can also receive updates about the project.

280 **Motion carried 4-0.**

281

282 **8. City of Roseville – Ramsey County Ditch 4 (RCD 4) Basic Water Management Project**
283 **Reimbursement #5**

284 District Administrator Tomczik gave an overview of the RCD 4 project in the City of Roseville to
285 convert an open ditch to a storm sewer pipe. He stated that the project has been completed and
286 the District received the county disbursement of the Water Management District funds for the year
287 owed to the City of Roseville.

288

289 **Motion by Manager Weinandt, seconded by Manager Waller, to approve the RCD 4 WMD**
290 **reimbursement to the City of Roseville and direct staff to issue a payment in the amount of**
291 **\$48,645.77. Motion carried 4-0.**

292

293 **Motion by Manager Weinandt, seconded by Manager Wagamon, to authorize the District**
294 **Administrator to approve payment of Ramsey County’s final 2022 RCD4 WMD funds to the City of**
295 **Roseville pursuant to the project agreement between the City and RCWD upon receipt of**
296 **disbursement from Ramsey County. Motion carried 4-0.**

297

298 Manager Weinandt noted that this was a big project and is very pleased to see this completed and
299 noted that it is very easy to see from County Road C what the City of Roseville was able to accomplish
300 with housing because of this project.

301

302 **9. Ramsey County Letter of Support Request-State Bonding**

303 District Administrator Tomczik stated that this letter has been adjusted per the discussion from the
304 recent Board workshop.

305

306 1st Vice-President Bradley explained that this letter came about following separate meetings with
307 Ramsey County Commissioners who have the District within their service areas. He stated that
308 they had asked for additional funding from the legislature and whether Ramsey County would lend
309 their support to those efforts. He explained that they agreed and asked for a letter to be sent that
310 identifies the request so they can include it in their legislative goals and packages.

311

312 **Motion by Manager Weinandt, seconded by Manager Wagamon, to Approve the Ramsey County**
313 **Letter of Support for State Bonding and authorize staff to send it to the appropriate parties at**
314 **Ramsey County. Motion carried 4-0.**

315

316 **10. Educational Assistance - Kendra Sommerfeld**

317 District Administrator Tomczik stated that the District’s employee handbook includes the
318 opportunity for educational assistance and Outreach and Communications Coordinator Kendra
319 Sommerfeld has asked to utilize this assistance. He noted that he had reviewed the materials and

320 finds them consistent with the interests of the District and its needs. He stated that this is a
321 reimbursement program that requires a grade of "C" or better.

322
323 Outreach and Communications Coordinator Sommerfeld explained that she is currently enrolled as
324 a graduate student at Colorado State University and is pursuing a Master of Natural Resources
325 Stewardship that focuses on natural resources management and communication.

326
327 Manager Waller explained that he is a huge supporter of this program and would like to see more
328 of the staff utilize it to continue their education.

329
330 ***Motion by Manager Waller, seconded by Manager Weinandt, to approve reimbursement of***
331 ***Conservation Crisis Communications course at Colorado State University when Ms. Sommerfeld***
332 ***demonstrates successful completion of the course with a "C" or better. Motion carried 4-0.***
333

334 **11. Check Register Dated January 11, 2023, in the Amount of \$72,934.45 Prepared by Redpath and**
335 **Company**

336 ***Motion by Manager Wagamon, seconded by Manager Weinandt, to approve check register dated***
337 ***January 11, 2023, in the Amount of \$72,934.45 as prepared by Redpath and Company. Motion***
338 ***carried 4-0.***
339

340 **ITEMS FOR DISCUSSION AND INFORMATION**

341 **1. District Engineers Update and Timeline**

342
343 **2. Administrator Updates**

344
345 **3. Managers Update**

346 Manager Waller explained that Washington County did not hold a consortium meeting this month.

347
348 Manager Weinandt stated that the managers have been getting a lot of e-mails from MAWD about
349 upcoming activities and asked if these were things that the District was engaged in.

350
351 Manager Wagamon stated that he had signed up for some of the events and noted that anybody
352 can attend.

353
354 District Administrator Tomczik explained that Manager Weinandt was referring to the events being
355 put on by the Association of Minnesota Counties (AMC).

356
357 District Engineer Otterness added that these events will be hosted by AMC and sponsored by
358 H2Overviewers. He stated that those speaking will include: H2Overviewers; John Kolb from
359 Rinke Noonan; and himself. He stated that the event will be held in Alexandria, and invitations

360 have been sent throughout the State to County Commissioners and staff and Watershed District
361 managers and staff.

362
363 The Board discussed topics being discussed at this meeting as well as the Drainage Work Group
364 meetings.

365
366 Manager Weinandt requested that at a workshop, the Board have an overview of the Drainage Work
367 Group and how it may impact the District.

368
369 District Administrator Tomczik explained that it is a BWSR led group designed to address drainage
370 issues which can be very complex.

371
372 Manager Waller stated that he has attended these meetings in the past, on behalf of a different
373 organization. He noted that purpose of the Drainage Work Group was to be able to work through
374 some of the thorny issues that come up related to drainage.

375
376 1st Vice-President Bradley noted that at the next Board meeting they will have two new managers:
377 Jess Robertson from Anoka County and reappoint Manager Weinandt from Ramsey County. He
378 stated that following the Oath of Office, the Board will elect new officers.

379
380 **ADJOURNMENT**
381 ***Motion by Manager Wagamon, seconded by Manager Waller, to adjourn the meeting at 10:21 a.m.***
382 ***Motion carried 4-0.***
383

Draft

For Consideration of Approval at the February 8, 2023 Board Meeting.
Use these minutes only for reference until that time.

RCWD BOARD OF MANAGERS SPECIAL WORKSHOP

Tuesday, January 17, 2023

Rice Creek Watershed District Conference Room
4325 Pheasant Ridge Drive NE, Suite 611, Blaine, Minnesota
and

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

1 The Board convened the special workshop at 1:00 p.m.

2 Attendance: Board members Marcie Weinandt, John Waller, Mike Bradley, and Steve Wagamon

3 Absent:

4 Staff: Administrator Nick Tomczik, Public Drainage Inspector Tom Schmidt, Permit Coordinator and
5 Wetland Specialist Patrick Hughes, Lake and Stream Specialist Matt Kocian, Office Manager Theresa
6 Stasica (video-conference), and Permit Intake Technician Anna Grace

7 Consultant: District Attorney Louis Smith, Smith Partners

8 Visitors: Jess Robertson

9 The agenda includes onboarding information for the new manager appointment from Anoka County, Jess
10 Robertson.

11 Louis Smith, Smith Partners, Inc.

- 12 • Louis provided background into Watershed Districts and RCWD's roles. Discussion topics included:
- 13 ○ 1955 Watershed Act, legal authority (tax, issue debt, condemn land, imminent domain, etc.),
 - 14 overarching goal is to not push water issues downstream (flooding, water quality, drainage,
 - 15 erosion), hydrologic boundary vs. political boundary, City and Watershed partnerships, 1982
 - 16 Metropolitan Surface Water Management Planning Act, and the Watershed Management
 - 17 Plan.

18 RCWD Administrator, Nick Tomczik discussed the District's declaration for manager virtual participation in
19 Board meetings based on advice of health care professional (COVID exposure or infection).

20 Tom Schmidt, RCWD Public Drainage Inspector

- 21 • Tom provided an introduction on 103E and RCWD's role as Public Drainage authority. Discussion
22 topics included:
- 23 ○ RCWD custodians of operations of 22 PDS (Public Drainage Systems) encompassing 114.9
 - 24 miles of open ditch and tile, distinction between repair and maintenance projects, costs ad
 - 25 valorem vs. landowner, and PDS right-of-way.

26 Patrick Hughes, RCWD Permit Coordinator and Wetland Specialist

- 27 • Patrick provided introduction into the RCWD regulatory program. Discussion topics included:
- 28 ○ Regulatory rules, WCA LGU duties, permitting process (intake to close out), differences
 - 29 between Administrative and Board permit approval (Board notified via email), CAPROC

30 (Conditional Approval Pending Receipt of Changes, goals of Rule C – specific call out to Rule
31 C.7(c) Flood Management Zone, Level 2 Cities Mounds View, Hugo, Circles Pines adoption of
32 equivalent regulations to RCWD Rules C, D, E, and F (RCWD retains permitting authority for
33 Rules G and I).

34 Matt Kocian, RCWD Lake and Stream Specialist

- 35 • Matt provided introduction into water quality monitoring and improvement projects at the District.
36 Discussion topics included:
 - 37 ○ RCWD can play a supporting role for monitoring of PFAS, mercury etc., but RCWD’s main
38 focus is on nutrients and sediment, monitor many of the 55 lakes in the District (compare
39 against state standards or otherwise), projects have included Iron Enhanced Sand Filters
40 (IESF), stream restoration, alum treatment, carp management. Grant writing is collaborative,
41 in house and with HEI (Houston Engineering).

42
43 Other Meeting Notes

44 Manager Bradley discussed that each Manager represents based on County appointment, but the Board
45 represents the District as a whole – holistic view. Manager Bradley also noted RCWD does not work in a
46 vacuum and is subject to regulations (BWSR, DNR, Counties, Cities etc.)

47
48 Manager Weinandt discussed RCWD’s CAC (Citizen Advisory Committee).

49
50 New Board member Jess Robertson provided background into her current council member role at the City
51 of Blaine (permitting, wetland banking, etc.), familiarity with various RCWD permits/projects/PDS, interest
52 in natural resources, and readiness to begin her role as the new RCWD manager appointment for Anoka
53 County.

54
55 RCWD Board of Managers, Administrator Nick Tomczik, Louis Smith, and RCWD presenting staff noted
56 availability to Jess Robertson for questions.

57
58 The special workshop was adjourned at 2:03 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:

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
22-094	Brown Beagle, LLC	Columbus	Final Site Drainage Plan	CAPROC 11 items
22-111	SVAP III Silver Lake, Village LLC JPMorgan Chase Bank	St. Anthony	Final Site Drainage Plan	CAPROC 3 items
22-113	Ramsey County Public Works	Arden Hills	Street & Utility Plan Final Site Drainage Plan Wetland Alteration	CAPROC 4 items
22-117	Roseville Investment Partners, LLC	Roseville	Final Site Drainage Plan	CAPROC 3 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated January 18, 2023.

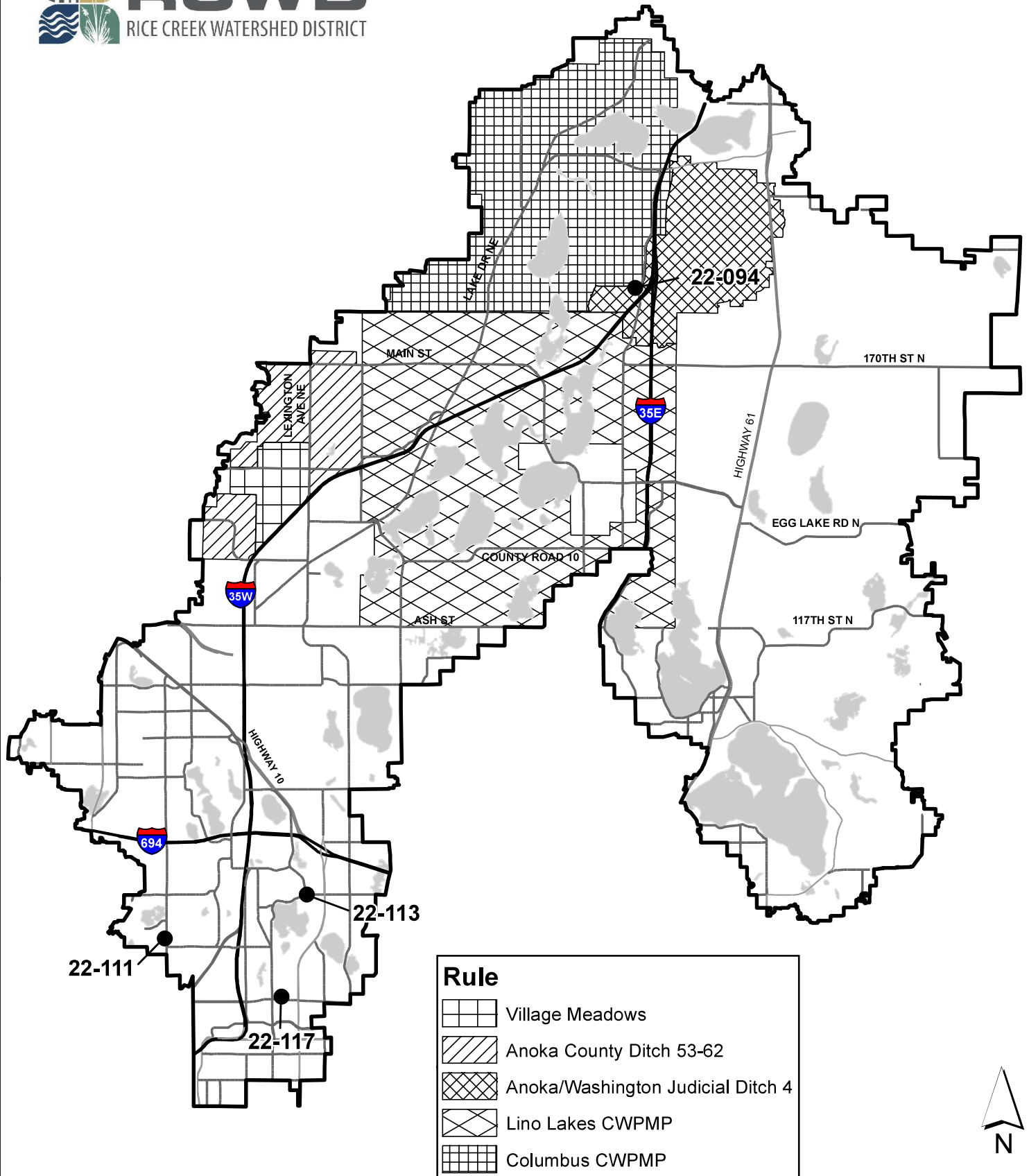
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**

January 25, 2023

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
dated January 18, 2023.

TABLE OF CONTENTS

Permit Application Number	Applicant	Page	Recommendation
	Permit Location Map	20	
22-094	Brown Beagle, LLC	21	CAPROC
22-111	SVAP III Silver Lake Village, LLC JPMorgan Chase Bank	28	CAPROC
22-113	Ramsey County Public Works	33	CAPROC
22-117	Roseville Investment Partners, LLC	39	CAPROC



Permit Reviews
1/18/2023 Agenda



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

Permit Application Number:

22-094

Permit Application Name:

Columbus Industrial

Applicant/Landowner:

Brown Beagle, LLC
Attn: Jon Sawyer
4 Hawk Lane
North Oaks, MN 55127
Ph: 612-743-3503
jon.sawyer@comcast.net

Permit Contact:

Windsor Engineers
Attn: Marcus Lee
500 North 3rd Street
Minneapolis, MN 55401
Ph: 612-428-3027
mlee@windsorengineers.com

Project Name: Columbus Industrial

Purpose: FSD – Final Site Drainage; Develop 10.44-acre site with a private drive to 7 light industrial buildings.

Site Size: 10.44± acre parcel and County ROW / 6.65 ± acres of disturbed area; existing and proposed impervious areas are 0.33 ± acres and 3.96 ± acres, respectively

Location: 13824 West Freeway Drive NE, Columbus

T-R-S: SW ¼, Section 36, T32N, R22W

District Rule: C, D, AWJD 4 CWPMP

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule C – Stormwater

1. Applicant must provide a 3-foot sump (per Minnesota Stormwater Manual) or else justify the proposed 2-foot sump depth.

Rule D – Erosion and Sediment Control

2. 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).
 - (i) A Storm Water Pollution Prevention Plan for projects that require an NPDES Permit.

Rule F – Wetland Alteration

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

4. As a condition of permit issuance under Rule F.6(e)(9), a property owner must file on the deed a declaration, in a form approved by the District, establishing a vegetated buffer area adjacent to the delineated wetland edge within the final WMC and other wetland buffers approved as part of a permit under this Rule. A draft must be submitted for review prior to recordation.
5. The property owner must convey to the District and record or register, in a form acceptable to the District, a perpetual, assignable easement over the WMC.
6. The applicant must provide a buffer signage plan including proposed signage and placement location for District consideration.

Administrative

7. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Additionally, ensure final plans show adequate stabilization at the Pond 3 outfall that is also complaint with WCA requirements. Specifically, either ensure grading all grading and stabilization is outside the wetland boundary or design the stabilization to be compliant with WCA requirements.
8. Submit a copy of the recorded plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City of Columbus).
9. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
10. The applicant must provide an attested copy of any and all signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
11. The applicant must submit a surety of \$18,500 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The applicant must provide the first \$5000 in the form of a check and has the option of providing the remainder of the surety amount in the form of a check or a Performance Bond or Letter of Credit. The surety is based on \$4,000 for 6.65 acres of disturbance and \$14,500 for 28,989 CF of storm water treatment.

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

1. Provide an as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) to the District for verification of compliance with the approved plans before return of the surety.
2. Installation of permanent, freestanding markers at development side edge of buffer, wetland or otherwise, with a design and text approved by District staff in writing and in compliance with the approved plans.

Exhibits:

1. Updated plan set containing 20 sheets dated 1-11-2023 and received 1-11-2023.
2. Permit application, dated 12-6-2022 and received 12-7-2022.
3. Updated Stormwater Calculations, dated 1-11-2023 and received 1-11-2023, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.

4. Updated Stormwater Calculations, dated 1-4-2023 and received 1-4-2023, containing narrative, storm sewer calculations, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
5. Stormwater Calculations, dated 12-1-2022 and received 12-1-2022, containing narrative, storm sewer calculations, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
6. Geotechnical Report, dated 11-28-2022 and received 12-1-2022.
7. Windsor comment response memo, dated 1-4-2023 and received 1-4-2023.
8. Windsor comment response memo, dated 1-11-2023 and received 1-11-2023.
9. Updated joint application form, signed 12-06-2022 and received 12-07-2022.
10. Joint application form, signed 11-29-2022 and received 12-01-2022.
11. Review files 20-076R, 21-294R and 22-090R.

Findings:

1. Description – The project proposes to construct an industrial park including 7 buildings and turn lane on a 10.44± acre parcel located in Columbus. The project will increase the impervious area from 0.33± acres to 3.96± acres and disturb 6.65± acres overall. The site currently drains west and south to existing wetlands, or east to the County ROW, then to the JD 4 Main Trunk which flows to Rice Creek and ultimately drains to Peltier Lake, the Resource of Concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.
2. Stormwater – The applicant is proposing the BMPs as described below for the project:

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Pond 1 (sand filtration basin)	Northeast corner of site	NA (Roof runoff only)	2,091± cubic feet below the outlet	899.5
Pond 2 (sand filtration basin)	Northwest corner of site	Sump in CBMH-308	3,376± cubic feet below the outlet	899.5
Pond 3 (wet pond with filtration bench)	Southeast corner of site	Wet pond	23,827± cubic feet between the outlet and the normal water level	897.0

Soils on site are a mixture of clay sand (HSG D) and silty sands (HSG B) soils. Infiltration is not considered feasible and filtration is acceptable to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 2.2-inches over the new/reconstructed area (3.63± acres) for a total requirement of 28,989± cubic feet. The applicant has provided a total of 29,294± cubic feet of filtration volume.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 1.6 inches per hour. 12-inches of sand has been provided above the drain tile. The seasonal high water table is estimated at elevation 898; however clay soils on site will provide adequate separation from the drain tile. Although Pond 3 is meeting the water quality requirements via the filtration bench, the pond sizing, and outlets and overflows are also consistent with the design criteria of Rule C.9(d). The applicant has treated 97% of the project area. Additional TSS removal is

not practicable. The applicant must address requirement 1. Otherwise the project has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(c).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Southeast to ROW	1.5	0.9	2.9	1.7	5.4*	5.7*
South to wetland	0.9	0.5	2.0	1.2	5.0	3.1
West to wetland	4.8	4.3	9.6	9.1	20.6	19.8
Totals	6.5	5.1	13.0	11.1	27.9	25.6

* Increase is within tolerance of the model.

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

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

3. Wetlands – Wetlands were delineated under review file #21-294R. A boundary decision was issued on 02-07-2022 and remains valid. The applicant provided a no-loss and exemption request on 12-07-2022 related to Ditch D1 and Ditch D2. The application included historic aerial photos to demonstrate that both of these wetlands were incidentally created. The photo set includes historic aerials prior to the construction/realignment of CSAH 54 to its current location. Although within hydric soil, the LGU has determined that these areas were likely created in conjunction with the CSAH 54 project for drainage purposes. The LGU does not find that the project qualifies for the requested drainage exemption, but this approval is unnecessary as the wetlands are incidental and not regulated by WCA. A notice of decision was issued on 01-18-2023.

The project is located within the Anoka/Washington JD 4 CWPMP boundary and is subject to Wetland Management Corridor (WMC) requirements per C.10(d). No wetland impacts are proposed and therefore the applicant may accept the preliminary WMC as made more precise by landscape-scale delineation methods and does not need to comply with Rule F.6(b)(3) and F.6(b)(4). The applicant has provided a wetland buffer with a width of 50-feet in all locations, which is compliant with F.6(e)(2).

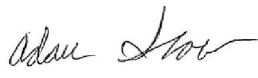
The property owner must file on the deed a declaration in a form approved by the District establishing a vegetated buffer area adjacent to the delineated wetland edge within the final WMC and other wetland buffers approved as part of a permit under this Rule. The declaration must state that on further subdivision of the property, each subdivided lot of record shall meet the monumentation requirement of Section 6(e)(8).

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

4. Floodplain – The west portion of the parcel is in a regulatory floodplain of 889.2 (NAVD 88). The applicant is not proposing any work in the floodplain.
5. Erosion Control – Proposed erosion control methods include rock construction entrances, bio roll, erosion control blanket, and inlet protection. The project disturbs more than 1 acre; an NPDES permit is required. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project does not flow to a nutrient impaired water (within 1 mile).

6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).
9. Previous Permit Information – Previous permit information for the site includes 20-037 for a development that was withdrawn and review files 21-294R for wetland delineation and 22-090R for pre-application coordination.

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

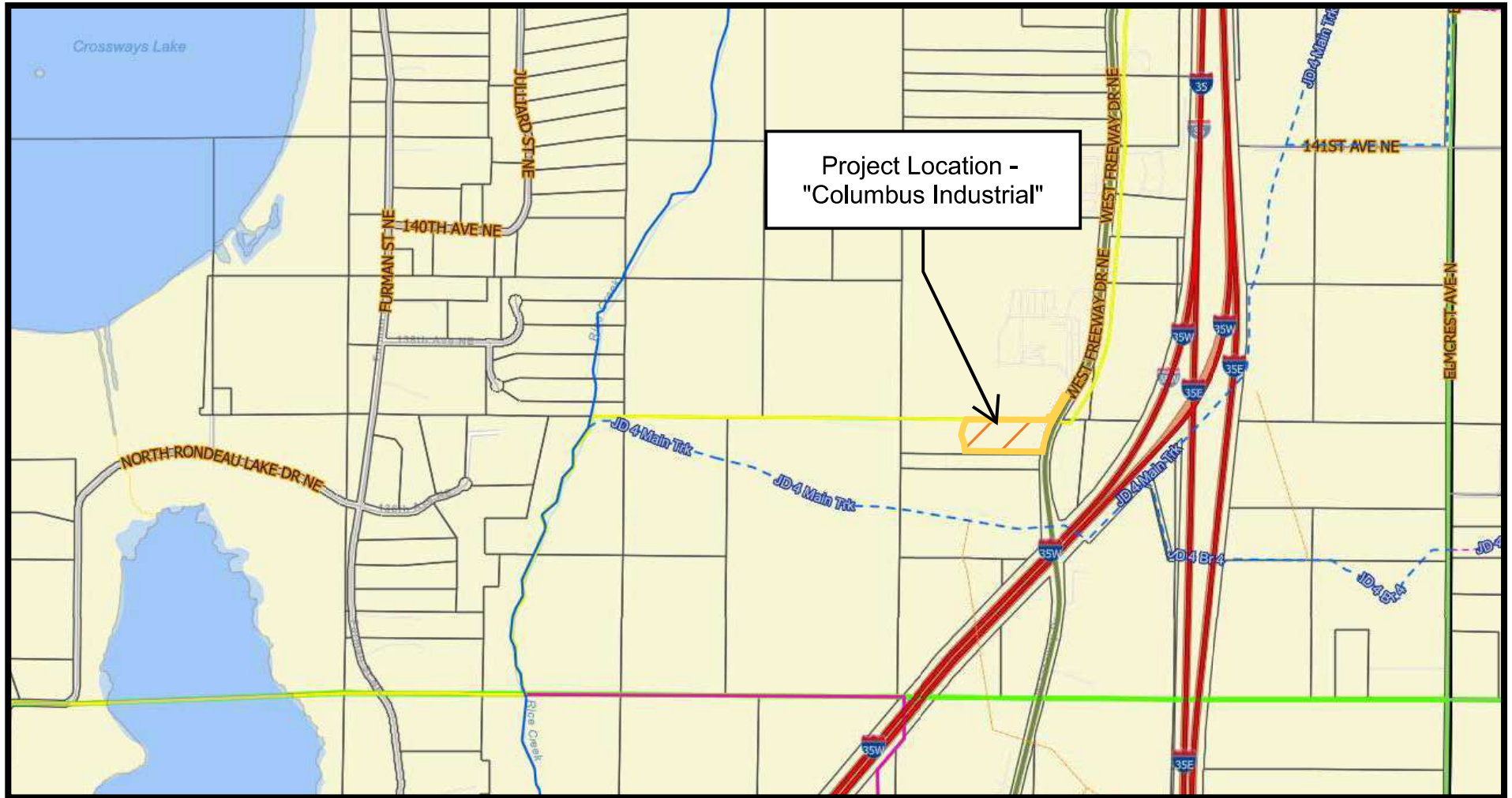
 01/18/2023

Adam Scow, EIT



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

 01/18/2023

Katherine MacDonald, MN Reg. No 44590

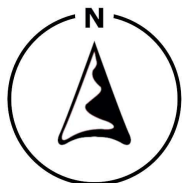


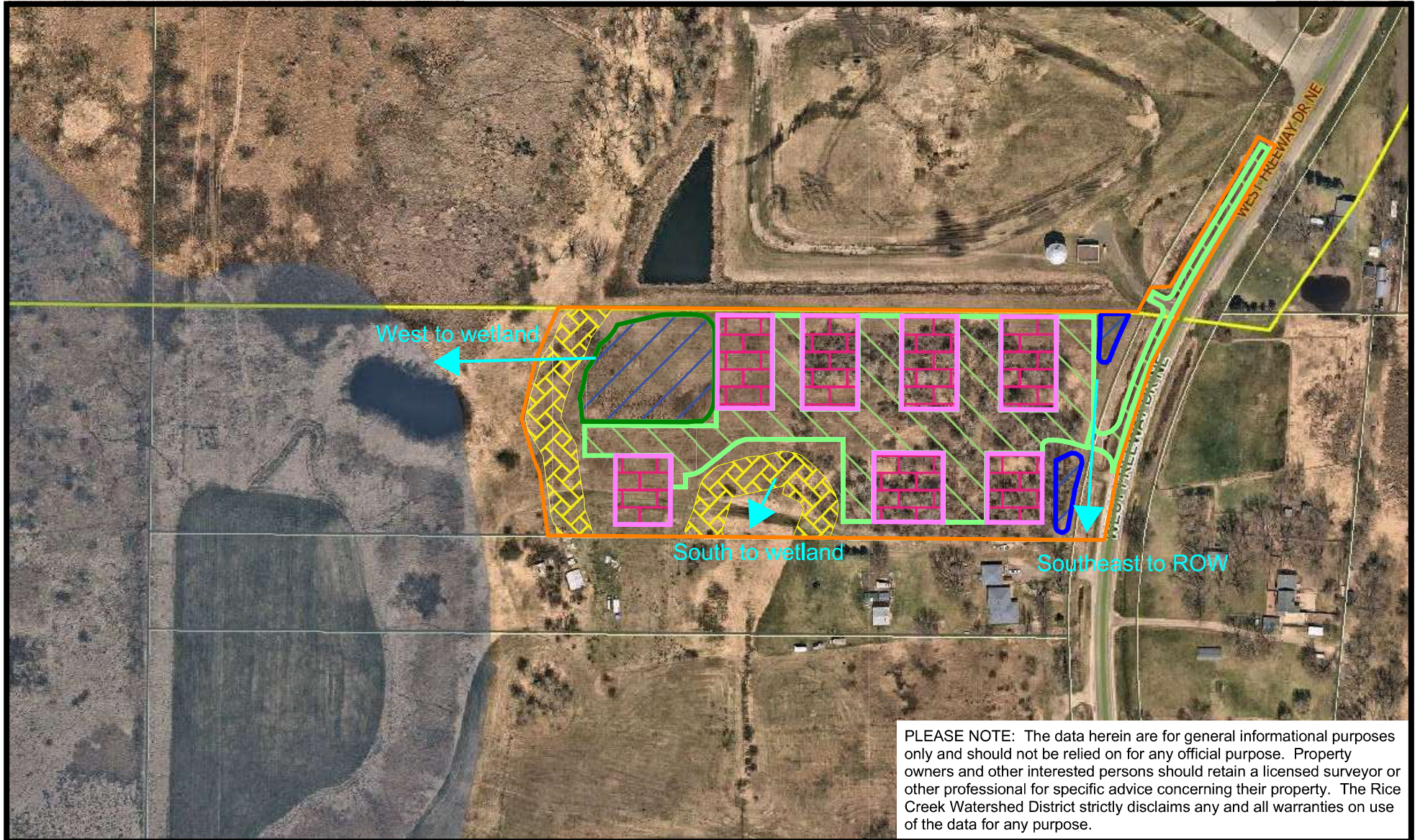
Legend

-  AWJD 4 CWPMP
-  Project Location

 Public Waterway









-  Public Ditch - Open Channel
-  Private Ditch





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

Legend

- | | | | |
|--|---|--|--|
|  Project Location |  Buildings |  Filtration Basin |  Wetland Buffer |
|  AWJD 4 CWPMP |  Pavement |  Wet Pond with Filtration Bench |  Drainage Arrow |





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

Permit Application Number:

22-111

Permit Application Name:

Chase Bank – St. Anthony

Applicant/Landowner:

SVAP 3 Silver Lake Village, LLC
Attn: Kevin Cleary
239 Golf Mill Center
Niles, IL 60714
Ph: 224-770-7788
kcleary@strerlingorganization.com

Permit Contact:

The Architects Partnership
Attn: Terron Wright
200 South Michigan Avenue
Chicago, IL 60604
Ph: 561-628-9845
wright@tapchicago.com

JPMorgan Chase Bank
Attn: Theodore Foggy
1111 Polaris Pkwy
Columbus, OH 43240
Ph: 872-400-0071
Theodore.foggy@Chase.com

Kimley-Horn
Attn: Matthew Lingam
767 Eustis Street Suite 100
St. Paul, MN 55114
Ph: 612-393-6154
Matt.lingam@kimley-horn.com

Project Name: Chase Bank – St. Anthony

Purpose: FSD – Final Site Drainage; Redevelopment of an existing parking lot to construct a Chase Bank with associated off-street parking, landscaping, and utilities.

Site Size: 1.2 ± acre parcel / 0.72 ± acres of disturbed area; existing and proposed impervious areas are 0.65 ± acres and 0.61 ± acres, respectively

Location: 3800 Silver Lake RD NE St. Anthony, MN

T-R-S: SW ¼, Section 31, T30N, R23W

District Rule: Rule C, D

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

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

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

Administrative

2. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Either remove reference to future demolition of northern portion of parking lot or clearly state that it is not covered under the RCWD permit.
3. The applicant must submit a cash surety of \$1,000 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The surety is based on \$1,000 for 0.72 acres of disturbance.

Exhibits:

1. Plan set containing 11 sheets dated 05-02-2022 and received 1-04-2023.
2. Permit application, dated 12-06-2022 and received 12-14-2022.
3. Stormwater Calculations, dated 12-13-2022 and received 12-16-2022, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
4. Limited Warranty Deed dated 3-09-2020 and received 12-19-2022.
5. Permit file 21-012, 19-115, 13-004 and 04-019.

Findings:

1. Description – The project proposes to redevelop the south portion of an existing parking lot to construct a Chase Bank with associated off-street parking, landscaping, and utilities on a 1.2± acre parcel located in St. Anthony, MN. The project will decrease the impervious area from 0.65± acres to 0.61± acres and disturb 0.72± acres overall. The permit does not include the northern portion of the site. Drainage patterns from the site will be maintained to an existing pond (Salo Pond) which then flows to another pond north of 39th Ave NE and then through storm sewer to Silver Lake, the resource of concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.
2. Stormwater – The applicant is proposing the BMP as described below for the project:

BMP Description	Location	NURP requirement	Volume provided	EOF
Existing NURP Pond (Salo Pond)	West Adjacent to Site	3.56 AF*	6.0 AF	959.0±

*Covers the 2.5-inch runoff from the full contributing are to the pond

Soils on site are primarily clay sands (HSG D) soils. Thus, infiltration is not considered feasible and the NURP pond is acceptable to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 2.2-inches over the new/reconstructed area, however NURP sizing criteria governs. The proposed project is entirely within the tributary area of an existing regional pond (referred to as Salo Pond), which was designed and approved to NURP design criteria of Rule C.9(d) under permit 04-019. The applicant is decreasing the impervious area from existing conditions, and thus is remaining within the parameters of the original approval in compliance with C.5(a).

The applicant has treated 100% of the project area. Additional TSS removal is not required. Otherwise, the applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(c).

The project is located within the Flood Management Zone. The hydrologic calculations submitted under permit 04-019 demonstrate that the Salo Pond reduced peak rates from 95 to 18 cfs (81%) for the 1-year storm and 238 to 79 (67%) for the 100-year TP-40 storm. The site and pond meet the criteria set forth in the Administration of District Rules with Atlas 14 Memo dated 8-27-2015. The District Engineer finds that given the amount of reduction shown, the pond is acceptable to meet the flood management zone requirements for the 2-year and the 10-year events, and the project is considered compliant with District Rule C.7.

The applicant has complied with 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, rock construction entrances, inlet protection and rip rap. The project disturbs less than 1 acre; an NPDES permit nor a SWPPP is required. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project is within 1 mile of Silver Lake, which is impaired for nutrients.
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – The pond is under a drainage and utility easement. An acceptable maintenance agreement was received for the pond.
9. Previous Permit Information – Salo Pond and the existing site were developed under permit 04-019. Other permits contributing to Salo Pond are permit files 13-004, 19-115 & 21-012.

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



01/18/2023

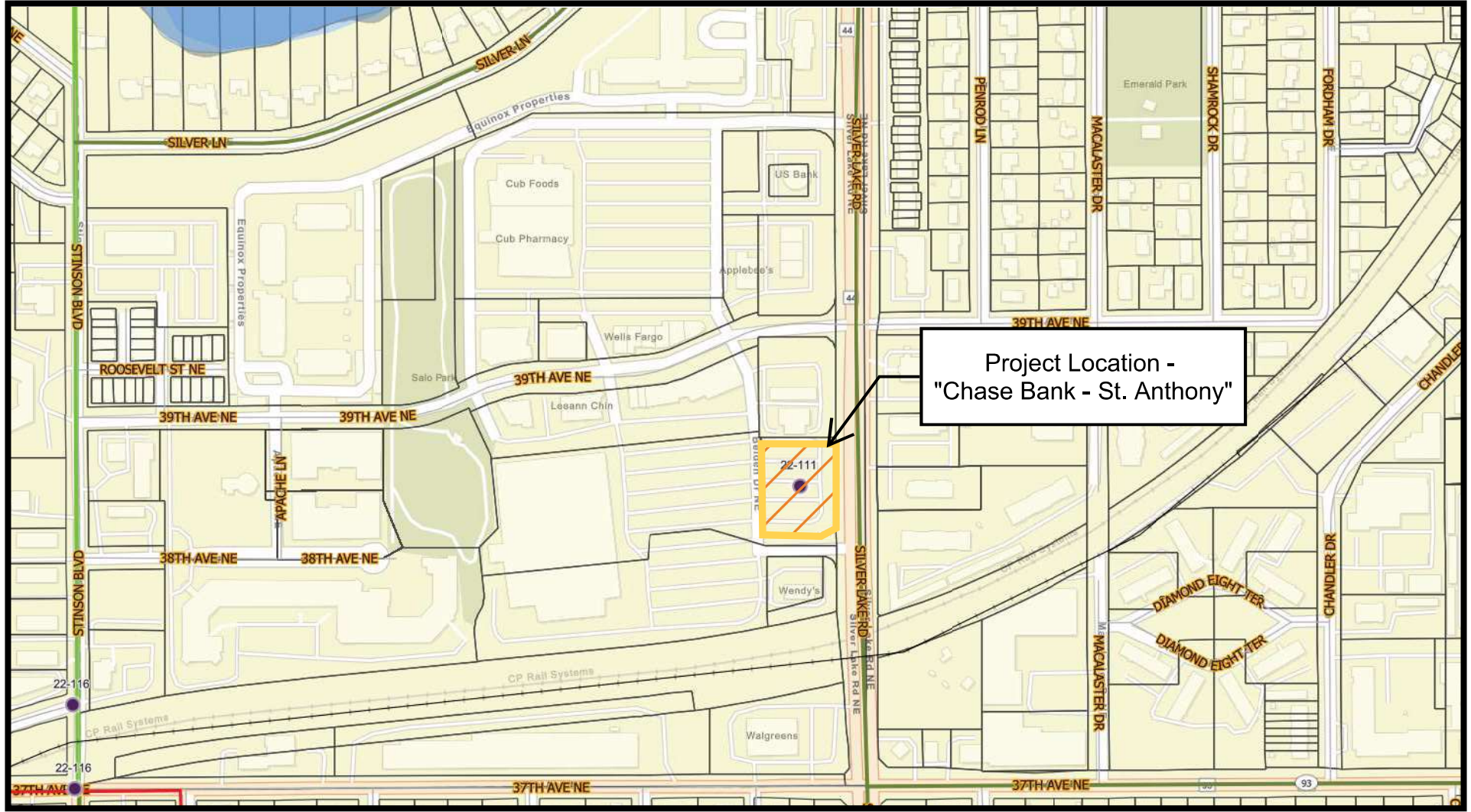
Belle Reeve, EIT

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



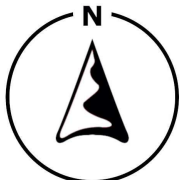
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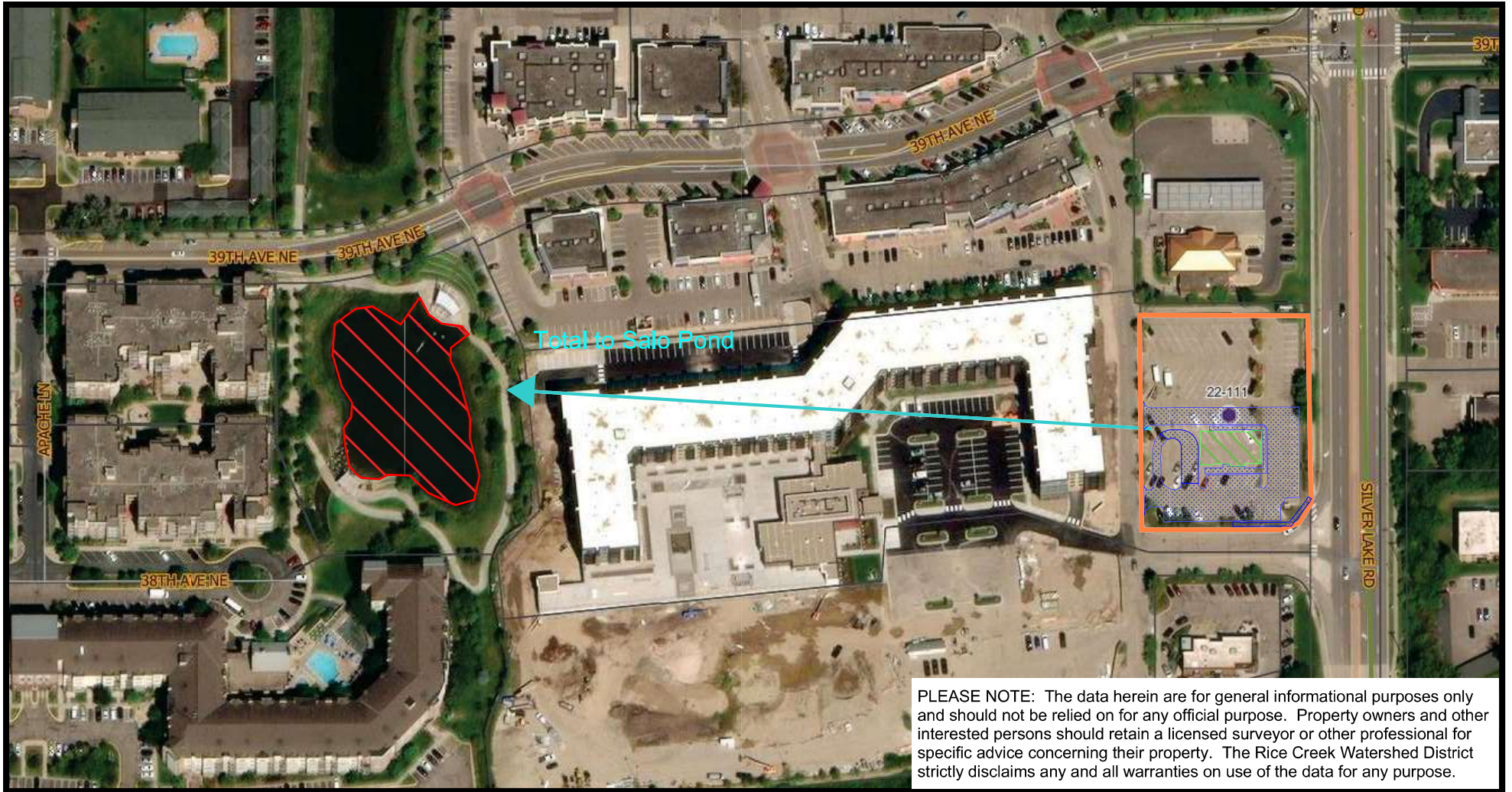
Katherine MacDonald, MN Reg. No 44590



Legend






- District Boundary
- Project Location
- City Boundary

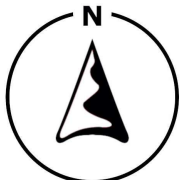




PLEASE NOTE: The data herein are for general informational purposes only and should not be relied on for any official purpose. Property owners and other interested persons should retain a licensed surveyor or other professional for specific advice concerning their property. The Rice Creek Watershed District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

Legend

-  NURP Pond
-  Proposed Building
-  Project Location
-  Proposed Pavement
-  Drainage Arrow





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

Permit Application Number:

22-113

Permit Application Name:

Cty Rd E and Old Snelling Ave Intersection Reconstruction

Applicant/Landowner:

Ramsey County Public Works
Attn: Josephine Lundquist
1425 Paul Kirkwold Drive
Arden Hills MN 55112
Ph: 651-266-7114
josephine.lundquist@co.ramsey.mn.us

Permit Contact:

SRF Consulting Group, Inc.
Attn: Jeremy Nielsen
3701 S Wayzata Blvd STE 100
Minneapolis MN 55416
Ph: 763-267-6611
jnielsen@srfconsulting.com

SRF Consulting Group, Inc.
Attn: Zachary Thelen
Ph: 763-251-4012
zthelen@srfconsulting.com

SRF Consulting Group, Inc.
Attn: Nicole Zappetillo
Ph: 763-452-4824
nzappetillo@srfconsulting.com

Project Name: Cty Rd E and Old Snelling Ave Intersection Reconstruction

Purpose: S&UC – Street & Utility Plan, FSD – Final Site Drainage, WA – Wetland Alteration;
Reconstruct the intersection of County Road E and Old Snelling Ave with proposed roundabout which includes grading, paving, and drainage improvements.

Site Size: 2,000 L.F. / 3.93 ± acres of disturbed area; existing and proposed impervious areas are 2.17 ± acres and 2.30 ± acres, respectively

Location: CR E (approx. 350' west & 485' east of intersection) and Old Snelling Ave (approx. 400' south & 620' north of intersection, Arden Hills)

T-R-S: SW ¼ Section 27, NW ¼ Section 34; T30N, R23W

District Rule: C, D, F

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

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

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

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

Administrative

2. Submit the permit application with the signature of the successful bidder to the District.
3. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Ensure the datum and emergency overflow for the bio-filtration basin is labeled.
4. 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.)

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

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

Exhibits:

1. Plan set containing 165 sheets dated 12-16-2022 and received 12-16-2022.
2. Permit application, dated 12-15-2022 and received 12-16-2022.
3. Revised HydroCAD report dated 1-11-2023 and received 1-11-2023.
4. Revised Stormwater Calculations, dated 1-5-2023 and received 1-6-2023, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
5. Stormwater Calculations, dated 12-15-2022 and received 12-16-2022, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
6. Geotechnical evaluation report dated 12-2-2022 and received 12-16-2022.
7. Joint Application form dated 12-5-2022 and received 12-6-2022.
8. MN WCA Notice of Application dated 12-19-2022 and received 12-19-2022.
9. Review files 16-150R, 18-163R, 22-032R and 22-163R.

Findings:

1. Description – The public linear project proposes to construct a new roundabout at the intersection of Cty Rd E and Old Snelling Avenue located in Arden Hills. The project will increase the impervious area from 2.17± acres to 2.30± acres and disturb 3.93± acres overall. Under existing conditions, approximately 70% of the project drainage area flows north to a wetland and then continues to Lake Valentine, one Resource of Concern. The rest of the area drains via culverts and overland flow to Lake Johanna the other Resource of Concern. Under proposed conditions approximately 85% of the

project drainage area goes to Lake Valentine, and the rest goes to Lake Johanna. The applicant is a public entity and therefore is not charged an application fee.

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

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Biofiltration basin	Northwest of roundabout	Catch Basin Sump	7405± cubic feet below the outlet	NA

Soils on site are primarily clay sands (HSG D) soils. Thus, infiltration is not considered feasible and bio-filtration is acceptable to meet the water quality requirement. Per Rule C.6(c)(2), the Water Quality requirement is 0.5-inches over the new/reconstructed area (2.30± acres) for a total requirement of 4,182± cubic feet.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 1 inch per hour. 12-inches of sand has been provided above the drain tile. The seasonal high water table is estimated at elevation 903.9, which provides adequate separation. The biofiltration basin is located within the Lake Valentine Resource of Concern and additional treatment within the Lake Valentine Resource of Concern is not feasible. The project will decrease the amount of untreated impervious surface areas to both Lake Valentine and Johanna ROCs. Additional TSS removal is not practicable. Otherwise, the applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(c).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Northwest offsite	3.4	2.5	5.9	4.3	11.8	8.6
Southwest offsite	4.2	3.5	7.5	6.3	15.3	13.2
North to wetland	53.0	50.4	95.4	91.2	198.2	190.4
Totals	60.6	56.4	108.8	101.8	225.3	212.2

The project is located within the Flood Management Zone, however the additional reduction requirements do not apply to public linear projects. The applicant has complied with the rate control requirements of Rule C.7.

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

3. **Wetlands** – Wetlands were previously delineated under review files #16-150R and #18-163R. For this project, the applicant completed a level one delineation specifically for the large public water basin west of the Snelling Ave N and Arden Oaks Drive intersection. This area was delineated under the 16-150R review file, and the notice of decision has expired.

The WCA application also included a no-loss request. The area surrounding the basin has experienced a significant amount of erosion which has resulted in sedimentation of the basin. The applicant proposes to remove sediment deposits, restore the eroded slope, and stabilize the area to prevent future erosion issues. The DNR has confirmed that there is not a formal OHW elevation of the basin, but it is estimated at 896.0 (NAVD 88). Majority, if not all the wetland disturbance is below the OHW and is therefore DNR jurisdiction. Nonetheless, excavation of deposited sediment in wetlands presently utilized as stormwater management basins qualifies as WCA no-loss.

A notice of application was provided on 12-19-2022 and the comment period closed on 01-11-2023. No comments were received on the application. The LGU finds that the proposed project qualifies for

no-loss criteria 8420.0415 Subpart E. The disturbed areas will be seeded with seed mix 33-261 in the wetter areas and seed mix 35-241 higher up the slope. A notice of decision was issued on 01-18-2023.

4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include turf reinforcement mat and rip rap. The project disturbs more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheets 117-119. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project is within 1 mile of Lake Valentine which is impaired for nutrients.
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must execute an agreement with the RCWD for the maintenance of the stormwater facilities.
9. Previous Permit Information – 17-099.


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



01/18/2023

Griffin McComas, EIT

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



01/18/2023

Katherine MacDonal, MN Reg. No 44590

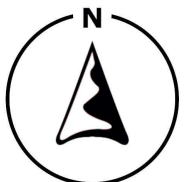


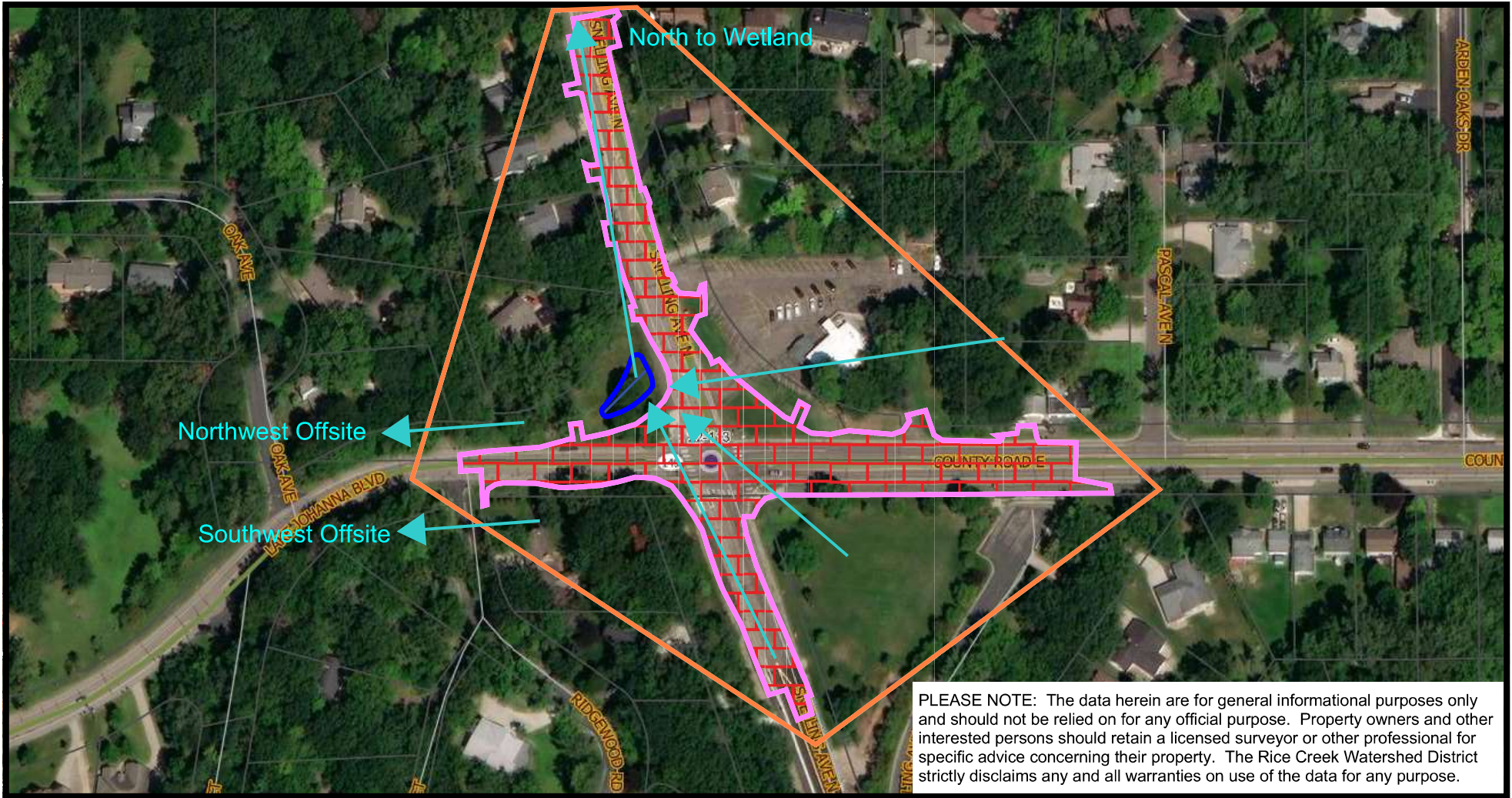
Legend

 District Boundary

 Project Location





 Public Waterway

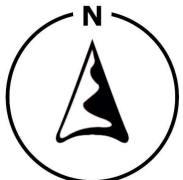




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Legend

-  Roundabout and Sidewalk Area
-  Drainage Arrow
-  Project Location
-  Biofiltration Basin





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

Permit Application Number:

22-117

Permit Application Name:

Taco Bell – Twin Lakes Station

Applicant/Landowner:

Roseville Investment Partners LLC
Attn: Dan Regan
800 Lasalle Ave Ste 1610
Minneapolis, MN 55402
Ph: 612-987-9966
dregan@launchproperties.com

Permit Contact:

Kimley-Horn
Attn: Brian Wurdeman
12995 Singletree Lane Suite 225
Eden Prairie, MN 55344
Ph: 651-643-0444
brian.wurdeman@kimley-horn.com

City of Roseville
Attn: Ryan Johnson
ryan.johnson@cityofroseville.com

Project Name: Taco Bell – Twin Lakes Station

Purpose: FSD – Final Site Drainage; The proposed project consists of construction of a fast food restaurant and drive-thru with parking, utilities, and landscaping

Site Size: 7.99± acre parcel / 0.43 ± acres of disturbed area; existing and proposed impervious areas are 5.22 ± acres and 5.53 ± acres, respectively

Location: 2725 Herschel Street North, Roseville

T-R-S: SE ¼, Section 4, T29N, R23W

District Rule: C, D

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:
 - (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
 - (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA), as required as part of a larger common development.
 - (i) A Storm Water Pollution Prevention Plan for projects that require an NPDES Permit.

Administrative

2. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board.

- The applicant must submit a cash surety of \$1,000 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The surety is based on \$1,000 for 0.43 acres of disturbance

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

- Permittee is obligated to construct the Stormwater BMP per 20-033 (as amended) approved plans and submit acceptable as-builts.

Exhibits:

- Plan set containing 12 sheets dated 12-15-2022 and received 12-22-2022.
- Permit application, dated 12-22-2022 and received 12-28-2022.
- Drainage memorandum, dated 12-22-2022 and received 12-22-2022
- Permit Files 20-033

Findings:

- Description** – The project proposes to construct a Taco Bell within the Twin Lakes development in Roseville. The 1.18-acre site is part of a larger 7.99± acre parcel. The project will increase the impervious area from 0.0± acres to 0.31± acres and disturb 0.43± acres overall. Drainage from the site will flow to the regional underground filtration system currently under construction under permit 20-033 (as administratively amended on 11-8-2022), then to storm sewer which flows into RCD 4 Main Trunk which ultimately drains to Little Johanna, the Resource of Concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.
- Stormwater** – The applicant is proposing to use an existing off-site underground filtration basin to meet the District water quality and rate control requirements below for the project. Soils information, sequencing, water quality and rate control assumptions were established under permit 20-033.

Off-site Regional BMP Description	Location	Permitted impervious area*	Approved impervious area	EOF
Underground filtration basin	West of Taco Bell	5.53 acres	6.52 acres	N/A

*Includes permits 20-033, 22-046 and 22-048

The applicant identified the presence of soil contamination within the project site, thus infiltration is not considered feasible. The applicant contacted the MPCA prior to issuance of permit 20-033 and met RCWD permit requirements. The project is located within the Flood Management Zone. The required water quality and rate control compliance was calculated assuming a full buildout impervious area of 6.52 acres.

The proposed impervious area which includes issued Permit 20-033, 22-046, and 22-048 application (being permitted concurrently) is 5.53 acres, which is less than the amount allocated in the original approved stormwater plan per C.5(a). The applicant has treated 100% of the project area. Additional TSS removal is not required. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(d) and rate control requirements of Rule C.7. The project complies with 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, rock construction entrances and inlet protection. The applicant must submit the NPDES permit and SWPPP as required under the common development requirements of the NPDES permit. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project is within 1 mile of Little Johanna Lake which is impaired for nutrients.
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – An acceptable maintenance obligation was received under permit 20-033.
9. Previous Permit Information – The underground filtration system BMP and access road are under construction under permit 20-033. As-builts for the underground filtration system have been submitted and are currently under review. Permit application 22-046 is undergoing review concurrently and will use capacity of the BMP..

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

 01/18/2023

Griffin McComas, EIT

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

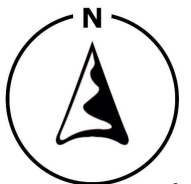
 01/18/2023

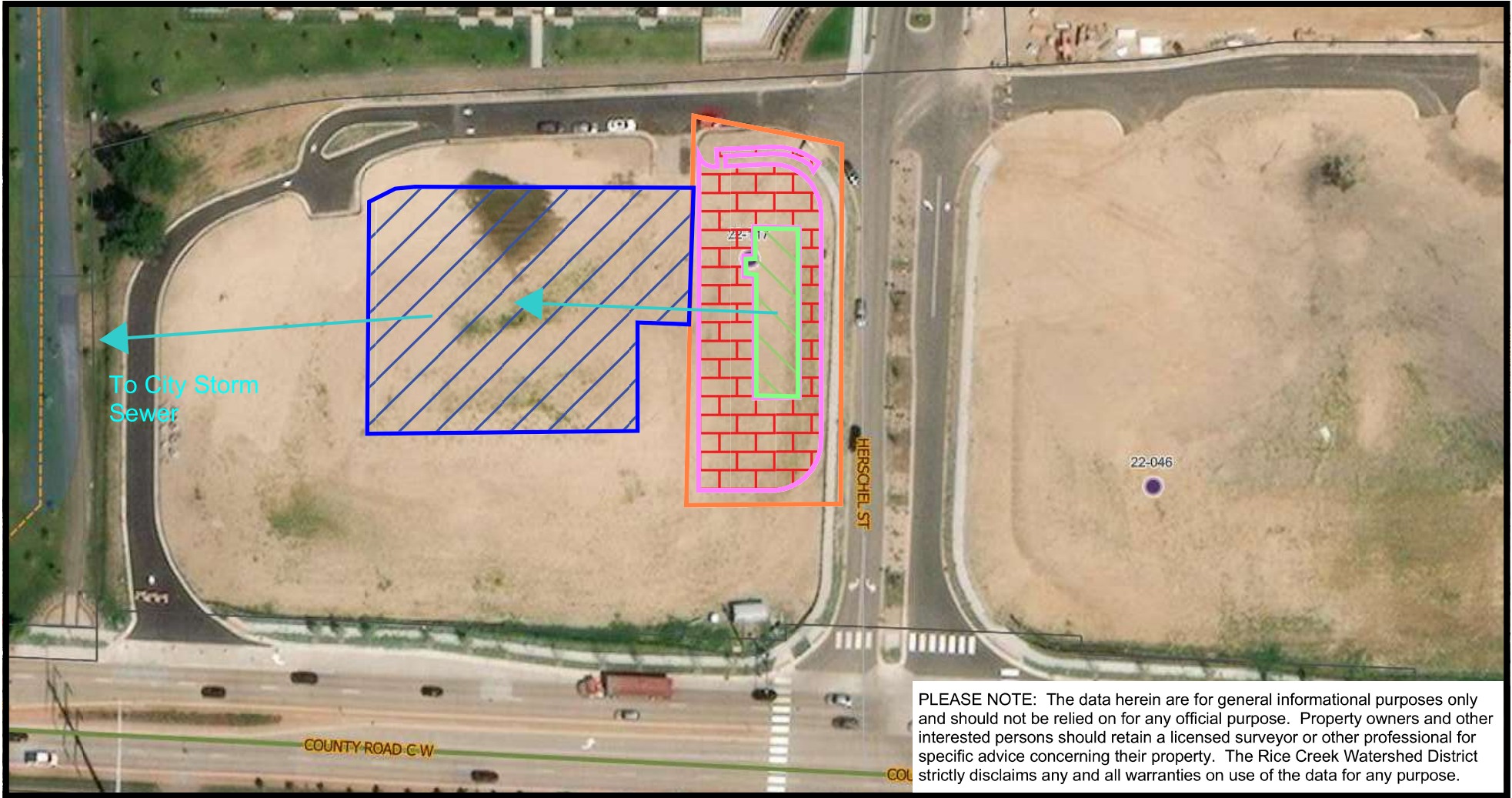
Katherine MacDonald, MN Reg. No 44590



Legend

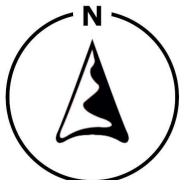
- District Boundary
- Project Location
- Private Ditch
- Public Ditch - Open Channel
- Public Ditch - Stormsewer





Legend

-  Taco Bell
-  Drive Thru, Parking and Walking Space
-  Project Location
-  Drainage Arrow
-  Underground Filtration Basin



ITEMS REQUIRING BOARD ACTION

1. RCWD Board Election of Officers (Nick Tomczik)



MEMORANDUM
Rice Creek Watershed District

Date: January 17, 2023
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: RCWD Board Election of Officers

Introduction

Annually the RCWD Board must elect its officers.

Background

The District Board By-Laws, Article V, direct the election of officers each calendar year "...on or before the first regularly scheduled meeting in February...". The officer term is one-year unless re-elected. The officers are President, First Vice-President, Second Vice-President, Secretary and Treasurer. The duties of each officer position are captured in the Bylaw Article V attachment.

The following is a parliamentary refresher:

- A manager, with a second, may move a slate of officers. If no manager objects, the slate may be voted on. However, any manager may request that each office be voted on individually, no second or vote is required.
- If election does not proceed by slate, the order of elections should be president, treasurer, secretary, vice president.
- A nomination may be made by any manager. There is not the need for a motion, second, or vote. The nominated manager may refuse the nomination or accept it. Once nominations cease, the chair should confirm that there are no more nominations and close the nominations. Again, there is no vote on closing nominations.
- Votes are to be public, voice.

Staff Recommendation

Staff recommend managers consider officer positions and the Board deliberate.

Attachment

RCWD Board Bylaw Article V Sections 1-4

ARTICLE V. - OFFICERS AND BOARD

Section 1. ELECTION of OFFICERS: The following officers shall be elected each calendar year on or before the first regularly scheduled meeting in February: President, First Vice-President, Second Vice-President, Secretary and Treasurer. Terms are for one-year unless re-elected.

Section 2. OFFICER VACANCIES: MS 103D.315 Subd. 3: *“The managers must fill vacancies occurring in the officers’ positions.”*

Section 3. TEMPORARY APPOINTMENTS OF OFFICERS: The Board may appoint a Board member as officer pro tem if an officer is absent or disabled and action by that officer is required.

Section 4. DUTIES OF OFFICERS:

- (a) **President:** The President shall preside at all meetings of the Board of Managers. The President shall serve under the supervision and direction of the Board and shall see that all orders and resolutions of the Board are carried into effect. The President shall execute all contracts or instruments requiring an officer’s signature, unless otherwise directed by the Board, and shall have the general powers and duties usually vested in the office of President of the Board and shall have such other powers and perform such other duties as the Board may from time to time prescribe.
- (b) **First Vice-President:** In the absence of the President at a regularly held RCWD meeting, the First Vice-President shall preside at the meeting. The First Vice-President shall exercise and perform the authorities and duties of the President in the event of the latter’s absence, death, disqualification, or incapacity until the RCWD Board of Managers elect a new President. The First Vice-President shall exercise and perform such other authorities and duties as may be prescribed or limited from time to time by the Board of Managers.
- (c) **Second Vice-President:** In the absence of the President and the First Vice-President, the Second Vice-President shall preside at any regularly held RCWD meeting. The Second Vice-President shall exercise and perform such other authorities and duties as may be prescribed or limited from time to time by the Board of Managers.
- (d) **Secretary:** The Secretary shall cause to be recorded all votes and the minutes of all proceedings of the Board of Managers and of the members in a book to be kept for that purpose. The Secretary shall give, or cause to be given, notice of all meetings of the Board, and shall perform such other duties as may from time to time be prescribed by the Board or by the President.
- (e) **Treasurer:** The Treasurer shall have the care and custody of the funds and securities and shall disburse the funds of RCWD as may be ordered from time to time by the Board. The Treasurer shall keep or cause to be kept full and accurate accounts of receipts and disbursements in books belonging to RCWD, and shall deposit all monies, securities and other valuable effects of the RCWD in the name and to the credit of the RCWD in such depositories as may be designated from time to time by the Board. Except to the extent that some other person or persons may be specifically authorized by the Board to do so, the Treasurer shall make, execute, and endorse all checks and other commercial paper on behalf of RCWD when requested by the Board and shall perform such other duties as may be prescribed by the Board. Checks may be executed before Board approval but the Treasurer shall oversee procedures to prevent premature disbursement.

ITEMS REQUIRING BOARD ACTION

2. RCWD 2023 Board of Managers Calendar Update (Nick Tomczik)



MEMORANDUM
Rice Creek Watershed District

Date: January 17, 2023
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: RCWD 2023 Board of Managers Calendar

Introduction

A scheduling conflict for the City of Shoreview chambers use requires consideration of adjustment to the District 2023 Board of Manager Calendar.

Background

The District adopted its 2023 Board of Managers Calendar at its December 14, 2022 meeting. The City of Shoreview recently identified a scheduling conflict for use of the city chambers; an overlap in times for facility use. The District adopted calendar identifies its December 13, 2023 meeting convening at 6:00 p.m. However, the City of Shoreview informed the District that the council chambers will not be available until 6:30 p.m. on that day.

Staff Recommendation

District staff recommend that the Board of Managers amend the Board calendar to identify an adjusted December 13, 2023 meeting start time of 6:30 p.m.

Proposed Motion

Manager _____ moves to adopt revised 2023 Board of Managers Calendar, seconded by Manager _____.

Attachment

Adjusted 2023 Board of Managers Calendar

RICE CREEK WATERSHED DISTRICT – 2023 BOARD OF MANAGERS CALENDAR approved 12/14/2022

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
<p>1/2: New Year's Holiday- Office Closed</p> <p>1/4 NO CAC Mtg</p> <p>9: Board Workshop (1 pm-3 pm RCWD office)</p> <p>11: Regular Bd. Mtg. (9:00 am Shoreview CC)</p> <p>13:Per Diem & Mileage Claim Forms Due</p> <p>16: MLK Day-Office Closed</p> <p>25: Regular Bd. Mtg. (9:00 am Shoreview CC)</p>	<p>1: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Waller</p> <p>6: Board Workshop (1 pm-3 pm RCWD office)</p> <p>8: Regular Bd.Mtg. (9:00 am Shoreview CC)</p> <p>13:Per Diem & Mileage Claim Forms Due</p> <p>20: President's Day- Office Closed</p> <p>22: Regular Bd.Mtg. (9:00 am Shoreview CC)</p>	<p>1: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Robertson</p> <p>6: Board Workshop (1 pm-3 pm RCWD office)</p> <p>8: Regular Bd.Mtg. (9:00 am Shoreview CC)</p> <p>13:Per Diem & Mileage Claim Forms Due</p> <p>TBD:MAWD Legislative Event & Day at the Capitol, Capitol Ridge Hotel/Capitol</p> <p>22: Regular Bd. Mtg. (9:00 am Shoreview CC)</p>	<p>5: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Wagamon</p> <p>10: Board Workshop (1 pm-3 pm RCWD office)</p> <p>12: Regular Bd.Mtg. (9:00 am Shoreview CC)</p> <p>17:Per Diem & Mileage Claim Forms Due</p> <p>26: Regular Bd.Mtg. (9:00 am Shoreview CC)</p>	<p>3: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Bradley</p> <p>8: Board Workshop (1 pm-3 pm RCWD office)</p> <p>10: Regular Bd.Mtg. (9:00 am Shoreview CC)</p> <p>15:Per Diem & Mileage Claim Forms Due</p> <p>24: Regular Bd. Mtg. (9:00 am Shoreview CC)</p> <p>29: Mem'l Day Holiday- Office Closed</p>	<p>7: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Weinandt</p> <p>12: Board Workshop (1 pm-3 pm RCWD office)</p> <p>14: Regular Bd.Mtg. (9:00 am Shoreview CC)</p> <p>19:Per Diem & Mileage Claim Forms Due</p> <p>28: Regular Bd.Mtg. (9:00 am Shoreview CC)</p>
JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<p>4 Independence Day- Office Closed</p> <p>5: NO CAC Mtg</p> <p>10: Board Workshop (1 pm-3 pm RCWD office)</p> <p>12: Regular Bd.Mtg. (9:00 am Shoreview CC)</p> <p>17:Per Diem & Mileage Claim Forms Due</p> <p>26:Regular Bd.Mtg. (9:00 am Shoreview CC)</p>	<p>2: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Waller</p> <p>7: Board Workshop (1 pm-3 pm RCWD office)</p> <p>9: Regular Bd.Mtg.(9:00 am Shoreview CC)</p> <p>14:Per Diem & Mileage Claim Forms Due</p> <p>23: Regular Bd.Mtg. & Proposed Budget Hrg & announce Dec. Truth & Taxation public meeting (9:00 am Shoreview CC)</p> <p>TBD: MAWD Summer Tour:</p>	<p>4: Labor Day Holiday- Office Closed</p> <p>6: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Robertson</p> <p>11: Board Workshop (1 pm-3 pm RCWD office)</p> <p>13: Regular Bd.Mtg (9:00 am Shoreview CC)</p> <p>18:Per Diem & Mileage Claim Forms Due</p> <p>27: Regular Bd.Mtg. (9:00 am Shoreview CC)</p>	<p>4: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Wagamon</p> <p>9: Board Workshop (1 pm-3 pm RCWD office)</p> <p>11: Regular Bd.Mtg. (9:00 am Shoreview CC)</p> <p>16:Per Diem & Mileage Claim Forms Due</p> <p>25: Regular Bd.Mtg. (9:00 am Shoreview CC)</p>	<p>1: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Bradley</p> <p>6: Board Workshop (1 pm-3 pm RCWD office)</p> <p>8: Regular Bd.Mtg. (9:00 am Shoreview CC*)</p> <p>10: Veteran's Day-Office closed</p> <p>13:Per Diem & Mileage Claim Forms Due</p> <p>22: NO Regular Bd.Mtg</p> <p>23 & 24 Thanksgiving Holiday- Office Closed</p>	<p>11/29-12/1 MAWD Annual Mtg</p> <p>6: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Weinandt</p> <p>11: Board Workshop (1 pm-3 RCWD office)</p> <p>13:Regular Brd.Mtg.&Truth & Taxation public mtg (6:30 pm Shoreview CC)</p> <p>18:Per Diem & Mileage Claim Forms Due</p> <p>22 & 25: Christmas Holiday- Office Closed</p> <p>27: NO Regular Bd.Mtg.</p> <p>1/1: New Year's Holiday- Office Closed</p>

The RCWD established the option for the public to participate in its meetings either in person or virtually using interactive technology. In-person Board Workshops will be conducted at the RCWD conference room 4325 Pheasant Ridge Drive NE, Blaine, MN. In-person Board Meetings will be conducted at the Shoreview City Council Chambers, 4600 North Victoria Street, Shoreview, MN, unless otherwise noted. CAC=Citizen Advisory Committee meetings held at RCWD offices and virtually.

ITEMS REQUIRING BOARD ACTION

3. Climate Resiliency Grant Project - Additional Services Request (Nick Tomczik)



MEMORANDUM
Rice Creek Watershed District

Date: January 17, 2023
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: Climate Resiliency Grant Project – HEI Additional Services Request

Introduction

The District entered HEI task order 2022-005 for the Climate Change and Floodplain Resiliency project. The Board of Managers is asked to consider and act on the request for additional services.

Background

The District Climate Change & Floodplain Resiliency is facilitated through a MPCA Climate Resiliency Grant. The purpose of the project is to utilize the existing RCWD District-Wide hydrologic and hydraulic model to assess the vulnerability of communities within the Watershed District related to increasing higher rainfall totals and intensities. The project will identify vulnerable locations and, from a desktop review, identify capital improvement projects in an effort to reduce the risk to increasingly vulnerable areas. In partnership with Freshwater, RCWD will facilitate a planning process that engages communities in climate adaption and resilience planning. The Freshwater lead community engagement necessitates the presentation of data in maps, displaying various base data sets for discussion and the exploration of community options. The HEI additional services request is to address the mapping for community meetings.

Staff Recommendation

Staff supports the additional services task order.

Proposed Motion

Manager ____ moves to approve HEI Task Order 2022-005 Additional Services Request seconded by Manager _____.

Attachments

HEI Additional Services Request

MEMO



ADDITIONAL SERVICE REQUEST

From: Bret Zimmerman, PE
To: Nick Tomczik, RCWD
Through: Chris Otterness, PE
Date: January 5, 2023
Subject: Climate Change and Floodplain Resiliency
Cc: File 5555-0325
Project No.: R005555-0325

Houston Engineering, Inc. (HEI) entered into a contractual agreement, Task Order 2022-005, (i.e., AGREEMENT) to provide professional consulting services with the Rice Creek Watershed District. The AGREEMENT identifies various services to be performed in partial fulfillment of the contract and an agreed upon estimated compensation amount. The AGREEMENT identifies the services to be performed in return for estimated compensation in the amount of **\$79,482**.

The purpose of this memorandum is for Additional Services to the original Scope of Services rendered by Houston Engineering under our AGREEMENT. The initial Task Order identified the Assumption "HEI will not participate in the Climate Resilience Planning Process facilitated by Freshwater and RCWD Staff". However, Freshwater has requested that HEI create a large scale map book for use in the Core Team Meetings. Currently, the number of pages in the map book has not been determined. This ASR is based on an assumption that the map book will be between 30 and 50 pages.

The following items are interpreted by Houston Engineering as Additional Services:

Item No.	Description	Task Already Completed?	Additional Fee
1	Review list mapping layers Freshwater provided and determine if layers are readily available.	On-Going	\$1,100
2	First map book draft to set content, page size, figure extents. Freshwater will review draft map book.	No	\$1,000
3	Create map book for first Core Team Meeting	No	\$2,600
Total			\$4,700

The additional effort and coordination is considered to be out of the original scope. The cost of completing these additional services to date totals **\$4,700**. Therefore, HEI requests a change in project budget due to additional services to be provided.

The original estimate of compensations was **\$79,482**. As detailed above, the additional services results in **\$4,700** of additional services, for a total estimated fee of **\$84,182**, which HEI is requesting for the completion of this work.

SIGNATURES:

The professional services described by this Additional Services Request are being provided in accordance with the Professional Services Agreement between the Rice Creek Watershed District and Houston Engineering dated May 14, 2008, and as amended and extended. This **Additional Services**

MEMO



Request shall be effective **immediately** as authorized by the signatures of representatives of the Rice Creek Watershed District and Houston Engineering, Inc.

Rice Creek Watershed District

By: _____
Name: _____
Title: _____
Date: _____

Houston Engineering, Inc.

By: Chris Otterness
Name: Christopher C. Otterness, P.E.
Title: District Engineer
Date: January 5, 2023

ITEMS REQUIRING BOARD ACTION

4. Website Project Proposal Selection (Kendra Sommerfeld)



MEMORANDUM
Rice Creek Watershed District

Date: January 5, 2022
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communication and Outreach Coordinator
Subject: Proposal/Consultant Selection for Website Project

Introduction

The District intends to update its website; the next step is hiring the consultant.

Background

The District released a RCWD Website Design/Development Request for Proposals (RFP) which closed on December 27, 2022. The Board reviewed all the submitted proposals to the RFP at their January 9, 2023, workshop, and reached a consensus on which consultant the Board would like to hire to complete the website project.

The Board consensus at the workshop was to select the proposal from Plaudit Design. The Board directed staff to bring the selected proposal to the January 25th, 2023, meeting for Board action.

Staff Recommendations

Staff supports selection and contract with Plaudit Design for website project. Staff is requesting that the Board authorize a \$5000 contingency, to be exercised at the discretion of the District Administrator if staff identifies a need for additional website services that exceed what is included in the contract.

Proposed Motions

Manager _____ moves to authorize the Administrator, on advice of counsel, to enter into an agreement with Plaudit Design for the creation (development, design, hosting) of the district website, for an amount not-to-exceed \$50,000 and further authorize the Administrator to approve contract amendments not-to-exceed 10% of the contract price (\$5,000), seconded by Manager _____.

ITEMS REQUIRING BOARD ACTION

5. Citizen Advisory Committee (CAC) Membership Mileage Reimbursement Policy Adoption (Kendra Sommerfeld)



MEMORANDUM

Rice Creek Watershed District

Date: January 9, 2023
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Coordinator
Subject: CAC Travel Expense Reimbursement Policy

Introduction

The RCWD Board of Managers directed development of policy for Citizen Advisory Committee (CAC) for actual travel expenses. A CAC travel reimbursement policy has been drafted for Board consideration.

Background

The RCWD Board of Managers may reimburse members of the Citizen Advisory Committee (CAC) for actual traveling and other necessary expenses incurred in the performance of duties in the amount as provided for state employees (MS 103D.331, Subd. 3).

The Board discussed and reviewed a proposed travel reimbursement draft policy for CAC members to attend meetings and CAC events at the January 9th, 2023, Board workshop. The policy will be an amendment to and placed within the CAC operating procedures document. The Board reached a consensus to consider the CAC travel reimbursement draft policy at the January 25th, 2023, Board meeting.

Staff Recommendation

Staff recommend approving the CAC travel reimbursement policy for CAC members to attend CAC meetings and events.

Proposed Motion

It was moved by Manager _____ and seconded by Manager _____, to approve the CAC travel reimbursement policy amending the CAC operating procedures.

Attachment

Policy for Citizen Advisory Committee Travel Reimbursement



Rice Creek Watershed District: Policy for Citizen Advisory Committee Travel Reimbursement

Purpose:

To provide travel reimbursement to Citizen Advisory Committee members to attend Citizen Advisory Committee meetings.

Background:

The Citizen Advisory Committee Operating Procedures states that the Board of Managers may reimburse members of the Citizen Advisory Committee for actual traveling and other necessary expenses incurred in the performance of duties in the amount as provided for state employees (MS 103D.331, Subd. 3).

Policy:

The Board may reimburse Member for mileage from Member's home or workplace address to the Rice Creek Watershed District office or specified meeting location at the current rate specified by the Internal Revenue Service for mileage allowance at the time the expense occurs.

Member must timely fill out and submit travel expense sheets to RCWD staff recording each meeting eligible for reimbursement. Members must submit travel expense sheets at least quarterly for reimbursement.

Mileage expenses need not be approved in advance, but mileage expenses will be reimbursed only when accompanied by documentation of the date, number of miles traveled, purpose and destination(s).

Members must fill out the RCWD W-9 form if requesting travel expense reimbursement.

ITEMS REQUIRING BOARD ACTION

6. Appointment of CAC Members (Kendra Sommerfeld)

MEMORANDUM
Rice Creek Watershed District



Date: January 5, 2023
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Coordinator
Subject: CAC Member Appointments for 2023

Introduction

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 proposed RCWD projects and improvements. The Board appoints or re-appoints members annually or as vacancies occur.

Background

The “Advisory Committee Operating Procedures” (adopted in 2020) includes provisions for:

- A maximum of 12 members
- Up to 4 members from each of the counties of Anoka, Ramsey, and Washington (ideally) with one of those being a representative of the conservation district/department

The Board discussed 2 new CAC applications from Anoka County, current members, and recruitment efforts for 2023 at the December 7, 2022, workshop. Staff were directed to continue recruitment efforts. No new applications have been received since the December 7, 2022, workshop. Heidi Schleicher was going to step down from serving on the CAC in 2023 but decided to continue serving after attending the CAC meeting on December 7, 2022. There is 1 member position open for Anoka County.

Staff has prepared a slate of 10 individuals (see table) who have indicated their willingness to serve on the RCWD CAC in 2023.

Staff Recommendation

Staff recommends Teresa O’Connell for the open Anoka County CAC member position.

Applicant Anoka County: Teresa O’Connell Profile

- Served on the Lino Lakes Environmental Board
- Monitors and plants trees at Peltier Lake for herons with Lino Lakes
- Volunteers with SHEP since 2006
- Volunteers to monitor invertebrates from Clearwater creek and Hardwood creek for water quality purposes
- Passionate about water quality and protecting natural resources for future generations
- Kayaks and enjoys other water-related activities in the Chain of Lakes and RCWD

MEMORANDUM
Rice Creek Watershed District



Staff recommends the presented slate for the 2023 CAC.

Name	Affiliation or Organization	County
Anderson, David	Blaine	Anoka
Schleicher, Heidi	Blaine	Anoka
Truchon, Mary Jo*	Anoka Conservation District	Anoka
**O’Connell, Teresa	Lino Lakes	Anoka
Forbes, Megan	New Brighton	Ramsey
Lazarus, William	Shoreview	Ramsey
<i>Vacant – recruitment ongoing</i>		Ramsey
Schroeder, Michael*	Ramsey Conservation Department	Ramsey
<i>Vacant – recruitment ongoing</i>		Washington
Larsen, Peter	Hugo, Agriculture Interest	Washington
Ramseth, Douglas	Forest Lake, Clear Lake	Washington
Rosenquist, Bob*	Washington Conservation District	Washington

*Representatives of the county conservation districts/departments appointed by the conservation district/department

**New appointment

Proposed Motion

It was moved by Manager _____ and seconded by Manager _____, to appoint the 10 individuals proposed on the slate for membership on the Citizen Advisory Committee for 2023.

ITEMS REQUIRING BOARD ACTION

7. Minnesota Association of Watershed Districts (MAWD)
Special Meeting (Nick Tomczik)



MEMORANDUM
Rice Creek Watershed District

Date: January 17, 2023
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: MAWD Special Meeting of the Membership

Introduction

Minnesota Association of Watershed Districts (MAWD) is calling a special meeting of membership.

Background

MAWD pursuant to its Bylaws is calling a special meeting of the membership to consider and act upon a proposed resolution for Minnesota Association of Watershed Districts, Inc. to adopt the assumed name of Minnesota Watersheds and to consider and act upon proposed amendments to its Bylaws.

The MAWD Bylaws-Manual of Policy and Procedures Committee (MOPP) met on January 4, 2023, to review proposed changes to the Bylaws. The MOPP committee unanimously recommended the Board of Directors moving the proposed changes to the membership. At the MAWD January 13, 2023, meeting, the Board of Directors approved the special meeting notice and moved the proposed Bylaws changes to the membership to be held on February 15, 2023.

Staff Recommendation

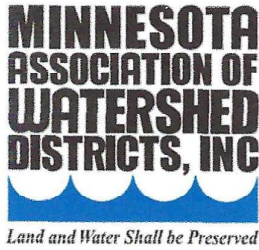
Staff recommend the Board consider the materials, develop, and move its position on the current matters and designate its voting delegates and alternative for the special meeting.

Proposed Motion

Manager _____ moves to appoint managers _____ and _____ as delegates and manager _____ as alternate for the MAWD February 15, 2023 Special Meeting, seconded by Manager _____.

Attachment

MAWD February 15, 2023, Special Meeting Member Meeting Materials



Minnesota Association of Watershed Districts, Inc.
www.mnwatershed.org

**Minnesota Association of Watershed Districts, Inc.
Special Meeting
February 15, 2023
3:30 p.m.
Radisson Hotel - Capitol Ridge**

Member Meeting Materials

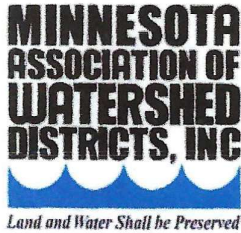
Enclosed are the following items:

1. Resolution for Minnesota Association of Watershed Districts, Inc. to adopt assumed name of Minnesota Watersheds
2. Proposed Bylaws Changes
3. Delegate Form

This packet has been distributed to administrators and managers via email. Please print copies for your organization. No paper copies of this packet will be sent via the U.S. Postal Service.

We are looking forward to seeing you at this year's Legislative Briefing and Day at the Capitol!

PLEASE BRING THE SPECIAL MEETING PACKET WITH YOU. EXTRA COPIES WILL NOT BE AVAILABLE ON SITE. THANK YOU!!



Minnesota Association of Watershed Districts, Inc.
www.mnwatershed.org

MN Association of Watershed Districts, Inc. Special Meeting Notice

NOTICE IS HEREBY GIVEN that the Minnesota Association of Watershed Districts, Inc. will hold a special meeting at the Radisson Hotel - Capitol Ridge, St. Paul, MN, beginning at 3:30 p.m. on Wednesday, February 15 for the following purposes:

1. To consider and act upon the proposed resolution for Minnesota Association of Watershed Districts, Inc. to adopt assumed name of Minnesota Watersheds, and
2. To consider and act upon the proposed Bylaws changes.

Sincerely,

A handwritten signature in cursive script that reads "Wanda Holker".

Wanda Holker
Secretary

MINNESOTA ASSOCIATION OF WATERSHED DISTRICTS

MAWD Resolution 2023-01

Resolution to Adopt Assumed Name of Minnesota Watersheds

WHEREAS, at its annual meeting on December 2, 2022, the membership of the Minnesota Association of Watershed Districts (MAWD) voted to approve the 10-Year Strategic Plan, which included changing the name of the organization to “Minnesota Watersheds” in order to accurately represent its membership;

WHEREAS, Minnesota law provides for nonprofit corporations and other entities to file a certificate of assumed name, whereby the organization would continue to operate under its Articles of Incorporation, Internal Revenue Service filings and for related purposes as Minnesota Association of Watershed Districts, Inc., and otherwise conduct its business under the assumed name of Minnesota Watersheds;

WHEREAS, pursuant to the Bylaws, the Secretary provided notice of a special meeting of the membership to consider and act upon a proposed resolution for Minnesota Association of Watershed Districts, Inc. to adopt the assumed name of Minnesota Watersheds, and to consider and act upon proposed amendments to the Bylaws;

WHEREAS, a majority of the members of the organization have determined that it is in the best interests of the organization and in furtherance of the 10-year Strategic Plan to conduct the business of the organization under the assumed name of Minnesota Watersheds to accurately represent the membership;

NOW, THEREFORE, BE IT RESOLVED that the Minnesota Association of Watershed Districts directs its executive director on advice of legal counsel to file a certificate of assumed name to conduct business under the name Minnesota Watersheds, and authorizes the executive director to undertake any other necessary actions to implement this direction and conduct business under the name Minnesota Watersheds, while maintaining the legal name of Minnesota Association of Watershed Districts under the Articles of Incorporation, Internal Revenue Service filings, and related purposes.

Wanda Holker, Secretary

February 15, 2023

BYLAWS

MINNESOTA ASSOCIATION OF WATERSHED DISTRICTS, INC.

Doing business as Minnesota Watersheds

St. Paul, Minnesota

ARTICLE I.

Offices and Corporate Seal

- 1.1 Official Name. The official name of the corporation is the Minnesota Association of Watershed Districts, Inc., which conducts business under the registered assumed name of, and is hereinafter referred to as, MAWD Minnesota Watersheds.
- 1.2 Purpose. The purpose of Minnesota WatershedsMAWD is to provide educational opportunities, access to information resources, interface with other agencies, facilitate tours, meetings, and lobby on behalf of members. Additionally, Minnesota WatershedsMAWD will facilitate the exchange of information to help members better comply with governmental regulations and laws while offering an informed interface with the community or communities being served. Minnesota WatershedsMAWD will work to secure the capacity of its members to implement their statutory powers and purposes.
- 1.3 Organized. The corporation is organized as a 501(c)(4) organization. Notwithstanding any provision of the Articles of Incorporation or Bylaws which may be interpreted to the contrary, Minnesota WatershedsMAWD shall not authorize or undertake any actions which jeopardize its status as a 501(c)(4) organization.
- 1.4 Office. The registered office of the corporation shall be designated by the Board of Directors.
- 1.5 Corporate Seal. The corporation shall have no corporate seal.
- 1.6 Manual of Policy and Procedures. The Board of Directors has established a management document identified as Manual of Policy and Procedures to support the orderly and timely details of regular operation. It may be revised at any time by a majority vote of the Board of Directors.

ARTICLE II.

Membership

- 2.1 Membership. Each dues-paying watershed district or water management organization duly established and in good standing pursuant to Minnesota Statutes, Chapter 103B or 103D, shall be entitled to membership in this corporation.
- 2.2 Delegates. Alternates. When a watershed district or watershed management organization becomes a member of this corporation, it shall designate from among its board members two delegates to represent it in this corporation. In addition, each member may designate alternate delegates to represent such member in the absence of any originally designated delegate. Thereafter, each member shall annually designate its delegates and alternate delegates so long as it remains a member in good standing of this corporation.

- 2.3 Termination of Membership. Any member that has failed to pay its dues is not in good standing and shall be stricken from the membership roll.
- 2.4 Resignation of Member. Any member may withdraw from this corporation effective immediately by notifying the secretary in writing. Regardless of the date of termination, there shall be no refund of the annual dues paid by the member.
- 2.5 Associate Membership. The Board of Directors may from time to time extend associate membership to this corporation upon payment of dues as determined by the Board of Directors. An associate member shall not be entitled to submit resolutions, vote, or serve on the Board of Directors, but shall otherwise be afforded all the rights and privileges granted to members, their delegates and alternate delegates by law and by the Articles of Incorporation and Bylaws of this corporation.

ARTICLE III.
Meetings of Membership

- 3.1 Annual Meeting. An annual meeting of this corporation shall be held to vote for the election of the Board of Directors and to transact such other business as shall properly come before them. Notice of the time and place of such annual meeting shall be mailed, either physically or electronically, by the secretary to all members at least thirty (30) days in advance thereof.
- 3.2 Special Meeting. Special meetings of the members of the corporation shall be called by the president upon request of a majority of directors of the Board of Directors or upon the written request of one-third of the members of the corporation in good standing. This request shall be in writing addressed to the president or the secretary of the corporation. Within thirty days of receipt of said request, the Board of Directors shall, mail (either physically or electronically) notice of said special meeting to all members. This notice shall state the objective of the meeting and the subjects to be considered.
- 3.3 Quorum. A majority of the delegates (two per member) shall constitute a quorum for the transaction of business.
- 3.4 Voting. Any action taken by the members shall be by majority vote of the delegates present unless otherwise specifically provided by these Bylaws. Each member shall be entitled to one (1) vote for each delegate present.

ARTICLE IV.
Board of Directors

- 4.1 General Powers. The business activities of the corporation shall be directed and managed by the Board of Directors. The Board of Directors shall be authorized to pay officers and directors of the corporation per diem allowances and expenses as may from time to time be submitted to the Board of Directors, and such other expenses as may from time to time be necessary for the furtherance of the corporation's business, consistent with the rate and provisions of watershed board member per diem allowances and expense reimbursement provided in state law. The Board of Directors is authorized to hire and/or contract for services needed.
- 4.2 Directors to be Elected by Regions. For the purpose of election of the Board of Directors, members are grouped into three regions; three Directors shall be elected from each region, with staggered three-year terms. Members from each region shall elect one director for a three-year term at the annual meeting of the Association. No watershed district or watershed management organization

shall have more than one board member elected to be a Director on the Board of Directors of the Corporation. In the event of a vacancy on the Board of Directors, the Board of Directors may appoint a member for the remaining term from a watershed district or watershed management organization with an existing representative on the Board of Directors if there are no other candidates from the region requesting appointment to the position. In the event a vacancy is filled by the Board of Directors, such appointment shall be submitted to the regional caucus for approval at the next regional caucus meeting. Regional caucuses shall elect a Chairman and Recording Secretary from its delegates for the purpose of its election procedure and report the election results to the Convention at a designated time. The member watershed districts and watershed management organizations present at the Regional Caucus meeting shall have full authority to elect a Chairman, Recording Secretary, and representatives to the Board of Directors.

- 4.3 Regions. The Board of Directors may re-align the regions or the members contained therein, it being the intent and purpose that each region contain the approximate same number of members. Any watershed district or watershed management organization in Minnesota not presently a member of this corporation, upon admission to membership, will be assigned to a region by the Board of Directors. Regional membership shall be listed in the ~~Policy and Procedure~~ Manual of Policy and Procedures.
- 4.4 Number, Qualification, and Term of Office. The number of directors constituting the board shall be nine. Each director elected at the annual meeting shall be elected for a three-year term. Directors shall be on the board of a watershed member in good standing of this corporation.
- 4.5 Vacancies. If there be a vacancy among the officers of the corporation or among the directors by reason of death, resignation, termination of membership, or removal as provided by law, the Articles of Incorporation, or these Bylaws, or otherwise or for non-excused absences for three consecutive meetings, such vacancy shall be filled by the Board of Directors until the next Annual Meeting of the Association.
- 4.6 Removal of Directors by Members. At a special meeting of the Board of Directors called solely for that reason, the notice of which meeting shall have been given in writing to members of this board at least thirty days prior thereto and not more than fifty days prior thereto, a super majority of 7 members of this board may remove one or more directors from their term of office without cause.
- 4.7 Meetings, Actions. The Board of Directors shall hold the annual meeting of the Board of Directors immediately after the annual meeting of the members of this corporation, and at such annual meeting shall elect the officers as above provided for. Regular meetings of the Board of Directors shall be held at a time and place to be fixed by resolution or adopted by the majority of the Board of Directors.

The majority of the Board of Directors shall constitute a quorum. Directors may participate and vote in Board of Directors meetings by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures.

Actions may be taken by a majority vote of those Directors present or participating by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures. The secretary of the board shall give written or electronic notice to each director at least ten (10) days in advance of any regular or special directors' meeting. Special meetings may be called at the discretion of the President of the board or upon demand in writing to the secretary by three (3) directors of the Board of Directors.

- 4.8 Conflicts of Interest. Members of the Board of Directors shall act at all times in the best interests of the corporation. This means setting aside personal self-interest and performing their duties in transacting the affairs of the corporation in such a manner that promotes public confidence and trust in the integrity, objectivity, and impartiality of the Board. No Director shall directly or indirectly receive any profit from his/her position as such, and Directors shall serve without remuneration other than as provided in Section 4.1 of these Bylaws for the payment for reasonable expenses incurred by them in the performance of their duties. The pecuniary interests of immediate family members or close personal or business associates of a Director are considered to also be the pecuniary interest of the Director.
- 4.9 Indemnification. All directors and officers of the corporation shall be indemnified against any and all claims that may be brought against them as a result of action taken by them on behalf of the corporation as provided for and subject to the requirements of Chapter 317A of Minnesota Statutes as amended.

ARTICLE V. Board Officers

- 5.1 Officers and Duties. There shall be four officers of the board, consisting of a president, vice-president, secretary and treasurer. All officers shall be directors of the corporation. Their terms and duties are as follows:
- 5.2 President. The president shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms. The president shall have the following duties:
- Convene and preside over regularly scheduled board meetings.
 - Have general powers and duties of supervision and management as directed by the Manual of Policy and Procedures.
 - Appoint such committees as he/she shall deem necessary with the advice and consent of the Board of Directors.
- 5.3 Vice-President. The Vice-President shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms. The Vice-President shall have the following duties:
- Assume and perform the duties of the president in case of his/her absence or incapacity; and shall chair committees on special subjects as designated by the President.
 - Have general powers and duties of supervision and management as directed by the Manual of Policy and Procedures.
- 5.4 Secretary. The Secretary shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms.
- The Secretary shall be responsible for preparing and keeping all records of board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each board member, and assuring that corporate records are maintained.
- 5.5 Treasurer. The Treasurer shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms.

The treasurer shall chair the finance committee, maintain account of all funds deposited and disbursed, disburse corporate funds as designated by the Board of Directors, assist in the preparation of the budget, collect membership dues, and make financial information available to board members and the public.

ARTICLE VI.

Fiscal Year, Dues and Annual Review of Financial Procedures

- 6.1 Fiscal Year. The fiscal year of the corporation shall end on September 30 each year.
- 6.2 Membership Dues. Dues will be determined annually by the Board of Directors as specified in the ~~Policies and Procedures~~ Manual of Policy and Procedures.
- 6.3 Annual Dues. Annual dues shall be payable in January of each year. If a member's dues are not paid on or before April 30 of each year, such member's name shall be stricken from the membership roll. Reinstatement shall be upon such terms and conditions as prescribed by the Board of Directors.

The Board of Directors shall have the authority to suspend or defer dues of any newly organized watershed district or watershed management organization that joins this association until such member watershed district or watershed management organization is in actual receipt of its first authorized fund. The Board shall send out the annual dues statement with payment directed to Minnesota WatershedsMAWD's accounting firm. The Board of Directors may consider deferring, suspending, or reducing dues to new members or on an individual case basis when an appeal is made by a member because of hardship or funding problems.

- 6.4 Annual Review of Financial Procedures. The Board of Directors of this corporation shall provide for an annual review of financial procedures of all its resources and expenditures. A full report of such review and financial status shall be furnished at each annual meeting of the members. This review will be conducted by an auditing firm selected by the Board of Directors with experience in the field of government and water management. The review results shall be furnished to all members within forty-five days after receipt thereof by the Treasurer.

ARTICLE VII.

Employees

- 7.1 Employees. At the discretion of and under the direction of the Board of Directors, Minnesota WatershedsMAWD may choose to hire and administer various employees. Their positions and job expectations shall be individually developed and included in the ~~Policies and Procedures~~ Manual of Policy and Procedures.

ARTICLE VIII.

Resolutions and Petitions

- 8.1 Resolutions: The Chair of the Minnesota WatershedsMAWD Resolutions/~~Policy~~ Committee will send a request for resolutions, along with a form for submission, to the membership at least ~~3~~ three months prior to the annual Minnesota WatershedsMAWD membership meeting. Resolutions and their justification must be submitted to the Minnesota WatershedsMAWD Resolutions/~~Policy~~ Committee in the required format at least ~~2~~ two months prior to the annual Minnesota WatershedsMAWD membership meeting for committee review and recommendation. The committee will present these resolutions and their recommendations to the Board of Directors and the Minnesota WatershedsMAWD membership at least ~~1~~ one month prior to the start of the annual

[Minnesota WatershedsMAWD](#) membership meeting. The Board of Directors may make additional recommendations on each proposed resolution through its board meeting process. This same procedure will be used when policy issues are to be considered at any special [Minnesota WatershedsMAWD](#) membership meeting.

- 8.2 **Petitions:** Any member or group of members may submit to the Board of Directors at any time a petition requesting action, support for, rejection of, or additional information on any issue of potential importance to the members. Such petitions require signed resolutions from at least 15 members before a Special meeting of the membership will be convened.

ARTICLE IX.

Chapters

- 9.1 **Chapters.** Members may form chapters to further the purposes stated in Article II of the Articles of Incorporation, to carry out policies of the Board of Directors, and to suggest policies for consideration by the [Board of Directors](#).

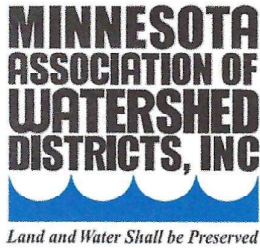
ARTICLE X.

Rules of Order

- 10.1 **Rules.** When consistent with its Articles of Incorporation and these Bylaws, the 12th edition of Robert's Rules of Order Newly Revised shall govern the proceedings of this corporation. For consistency in operation, a copy shall be available for consultation if requested at every scheduled meeting of the and Membership meetings.

ARTICLE XI. Amendments

- 11.1 **Amendments.** These Bylaws may be amended by a majority vote of the members of this corporation only as provided below.
- 11.2 **Annual Meeting.** At the annual meeting of the members of this corporation, the Bylaws may be amended by the majority of the members present if there is a quorum at said annual meeting and due notice has been given to the membership of the changes 30 days in advance of the meeting.
- 11.3 **Special Meeting.** These Bylaws may be amended by the members at a special meeting called for that reason but only by a majority vote of the entire membership of the corporation, and only if there has been thirty days' written notice to all members of such special meeting. Such special meeting may be called upon the request of one-third of the members of this corporation by notice in writing to the secretary or president, which notice shall ask for said special meeting and shall state the proposed Bylaws changes, and upon receipt of such request, the secretary or president must send written, either by mail or electronically, notice of the meeting to the members of this corporation within thirty days of receipt of such request, which shall be not less than thirty days nor more than fifty days of the date of the written notice.



MN Association of Watershed Districts, Inc. 2023 Delegate Appointment Form

The _____ hereby certifies that it is
name of watershed organization
a watershed district or watershed management organization duly established and in good standing pursuant to Minnesota Statutes 103B or 103D and is a member of the MN Association of Watershed Districts, Inc. (MAWD) for the year 2023.

The _____ hereby further certifies
name of watershed organization
the following individuals have been appointed as delegates, or as an alternate delegate, all of whom are managers in good standing with their respective watershed district or watershed management organization.

Delegate #1: _____

Delegate #2: _____

Alternate: _____

Authorized by: _____
Signature Date

Title

** Please return this form to mnwatershed@gmail.com at your earliest convenience. **

ITEMS REQUIRING BOARD ACTION

8. Check Register Dated January 25, 2023, in the Amount of \$307,614.70 Prepared by Redpath and Company

Rice Creek Watershed District
Check Register
January 12, 2023 - January 25, 2023
To Be Approved at the January 25, 2023 Board Meeting

Check #	Date	Payee	Description		
24941	01/11/23	Us SiteWork, Inc.	Consturction	\$27,047.45	Paid 1/11/23
24942	01/11/23	City of Roseville	Consturction	48,645.77	Paid 1/11/23
24943	01/25/23	Anoka Conservation District	Contracted Services	9,367.25	
24944	01/25/23	Apitz Garage, Inc.	Vehicle	587.00	
24945	01/25/23	Awards by Hammond, Inc.	Manager Expense	38.50	
24946	01/25/23	Blaine Shopping Center, LLC	Rent	8,405.95	
24947	01/25/23	Career Enhancement Options, Inc.	Professional Services	5,474.25	
24948	01/25/23	City of Shoreview	Professional Services	200.00	
24949	01/25/23	City of White Bear Lake	Computer Software+D17	712.54	
24950	01/25/23	Delta Dental	Employee Benefits	675.00	
24951	01/25/23	Environmental Systems Research Inst.	Professional Services	3,257.00	
24952	01/25/23	EPG Companies, Inc.	Equipment	835.00	
24953	01/25/23	First Unum Life Insurance Company	Employee Benefits	649.98	
24954	01/25/23	Forest Lake Times	Publications	61.15	
24955	01/25/23	HealthPartners	Employee Benefits	8,751.44	
24956	01/25/23	Carrie Herkal	Consturction	500.00	
24957	01/25/23	Houston Engineering, Inc.	December Engineering Expense	76,515.39	
24958	01/25/23	Lake Area Memory Care, LLC	SA Refund	137.62	
24959	01/25/23	NineNorth	Professional Services	189.15	
24960	01/25/23	ODP Business Solutions, LLC	Office Supplies	150.46	
24961	01/25/23	Joe Palmquist	Consturction	500.00	
24962	01/25/23	Premium Waters, Inc.	Meeting Supplies	88.48	
24963	01/25/23	Premier Title Insurance Agency, Inc.	SA Refund	372.14	
24964	01/25/23	Ramsey County	Professional Services	9,087.50	
24965	01/25/23	Redpath & Company, LLC	December Accounting Services	2,982.91	
24966	01/25/23	Rinke Noonan	December Legal Expense	1,151.50	
24967	01/25/23	RMB Environmental Laboratories, Inc.	Lab Expense	2,566.00	
24968	01/25/23	Rymark	Professional Services	2,323.10	
24969	01/25/23	Shoreview Community Center	Training and Education	1,280.00	
24970	01/25/23	Smith Partners	Legal Expenses	11,449.07	
24971	01/25/23	St. Paul Pioneer Press	Publications	286.70	
24972	01/25/23	Clare Tallon Ruen	Consturction	376.60	
24973	01/25/23	Timesaver Off Site Secretarial, Inc.	Professional Services	204.38	
24974	01/25/23	Verizon Wireless	Cell Phone Expense	645.96	
24975	01/25/23	Washington Conservation Dist.	Contracted Services	795.90	
24976	01/25/23	Washington County Taxation Div.	Audit and Accounting	50.00	
11306	01/25/23	Centerpoint Energy	Surety Release - #21-062	1,000.00	
11307	01/25/23	Lennar Family of Builders	Surety Release - #19-004	22,350.00	
11308	01/25/23	McGough Construction Co., Inc.	Surety Release - #21-033	6,900.00	
Payroll	01/31/23	January 31st Payroll (estimate)	January 31st Payroll (estimate)	26,195.11	
Payroll	01/31/23	Manager Per Diem/Expenses (estimate)	Manager Per Diem/Expenses (estimate)	1,031.02	
EFT	01/20/23	Further	Employee Benefits	40.50	
EFT	01/25/23	Card Services-Elan	December/January Credit Card	5,101.55	
EFT	01/25/23	Xcel Energy	Telecommunications	14.51	
EFT	01/31/23	Internal Revenue Service (estimate)	01/31 Federal Withholding (estimate)	9,524.25	
EFT	01/31/23	Minnesota Revenue (estimate)	01/31 State Withholding (estimate)	1,708.00	
EFT	01/31/23	Empower Retirement	01/31 Deferred Compensation	825.00	
EFT	01/31/23	Empower Retirement	01/31 Roth IRA	185.00	
EFT	01/31/23	Empower Retirement	January Health Care Savings (estimate)	908.29	
EFT	01/31/23	PERA (estimate)	01/31 PERA (estimate)	5,470.33	
Total				\$307,614.70	

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2023
1/31/2023

Combined General & Administrative	Budget Item	Account Number	Original Budget	Budget Adjustment	Current Month Expenses	Year-to-Date Expenses	Current Budget Balance	Percent of Budget
Manager	Per diems	4000	\$32,500.00	-	\$875.00	\$875.00	\$31,625.00	2.69%
	Manager expenses	4010	6,000.00	-	89.08	89.08	5,910.92	1.48%
Committees	Committee/Bd Mtg. Exp.	4800	-	-	-	-	-	-
Employees	Staff salary/taxes/benefits	4100-4140	246,310.00	-	21,115.48	21,115.48	225,194.52	8.57%
	District training & education	4265	7,200.00	-	-	-	7,200.00	0.00%
	Employee expenses	4320-4321	1,100.00	-	10.48	10.48	1,089.52	0.95%
Administration/ Office	Office/Meeting/Software	4200-4205	4,950.00	-	38.50	38.50	4,911.50	0.78%
	Printing	4208	500.00	-	-	-	500.00	0.00%
	Rent/Office	4210	22,200.00	-	3,362.38	3,362.38	18,837.62	15.15%
	Telecommunications	4240	7,500.00	-	415.16	415.16	7,084.84	5.54%
	Dues	4245	15,500.00	-	12,500.00	12,500.00	3,000.00	80.65%
	Publications	4250	200.00	-	-	-	200.00	0.00%
	Insurance	4270	7,000.00	-	5,526.80	5,526.80	1,473.20	78.95%
	Postage	4280	1,100.00	-	-	-	1,100.00	0.00%
	Legal Notices	4290	1,500.00	-	-	-	1,500.00	0.00%
	Office Equipment/Lease	4635	4,120.00	-	89.91	89.91	4,030.09	2.18%
Sub-Total-Administration:			357,680.00	-	44,022.79	44,022.79	313,657.21	12.31%
Consultants	Auditor/Accounting	4330	18,000.00	-	50.00	50.00	17,950.00	0.28%
	Legal	4410	50,000.00	-	-	-	50,000.00	0.00%
	Consultants/Professional Serv.	4420	24,000.00	-	-	-	24,000.00	0.00%
	Engineering-General	4500	56,000.00	-	-	-	56,000.00	0.00%
Sub-Total-Consultants:			148,000.00	-	50.00	50.00	147,950.00	0.03%
TOTAL			\$505,680.00	-	\$44,072.79	\$44,072.79	\$461,607.21	8.72%

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2023
1/31/2023

Revenue/Expenditures By Project	2023 Budget	2023 Year to date Revenue	2023 Current Month Expense	2023 Year to date Expense	Current Budget Balance	Percent of Budget
10 - General and Administrative	\$505,680.00	-	\$44,072.79	\$44,072.79	\$461,607.21	8.72%
30 - Environmental Education	231,081.00	-	20,106.96	20,106.96	210,974.04	8.70%
35 - Information Management	317,679.00	-	11,020.36	11,020.36	306,658.64	3.47%
60 - Restoration Projects	2,037,423.00	-	14,167.64	14,167.64	2,023,255.36	0.70%
70 - Regulatory	1,422,713.00	78.00	43,930.72	43,930.72	1,378,782.28	3.09%
80 - Ditch & Creek Maintenance	2,036,181.00	15.00	27,026.81	27,026.81	2,009,154.19	1.33%
90 - Lake & Stream Management	1,084,135.00	-	20,835.87	20,835.87	1,063,299.13	1.92%
95 - District Facilities	709,196.00	-	7,716.80	7,716.80	701,479.20	1.09%
Total District Revenue/Expenditures	\$8,344,088.00	\$93.00	\$188,877.95	\$188,877.95	\$8,155,210.05	2.26%

Current Fund Balances:

Fund:	Unaudited Fund Balance @ 12/31/2022	2023 Fund Balance Transfers	2023 Year to date Revenue	2023 Current Month Expense	2023 Year to date Expense	Unaudited Fund Balance @ 1/31/2023
10 - General Fund	\$288,926.90	-	-	\$44,072.79	\$44,072.79	\$244,854.11
30 - Environmental Education	208,089.46	-	-	20,106.96	20,106.96	187,982.50
35 - Information Management	448,519.27	(200,000.00)	-	11,020.36	11,020.36	237,498.91
60 - Restoration Projects	4,167,506.51	(2,200,000.00)	-	14,167.64	14,167.64	1,953,338.87
70 - Regulatory	1,143,197.29	(500,000.00)	78.00	43,930.72	43,930.72	599,344.57
80 - Ditch & Creek Maintenance	1,604,497.08	-	15.00	27,026.81	27,026.81	1,577,485.27
90 - Lake & Stream Management	2,233,584.62	(1,600,000.00)	-	20,835.87	20,835.87	612,748.75
95 - District Facilities	379,240.30	-	-	7,716.80	7,716.80	371,523.50
99 - Project Anticipation	0.00	4,500,000.00	-	-	-	4,500,000.00
Total District Fund Balance:	\$10,473,561.43	-	\$93.00	\$188,877.95	\$188,877.95	\$10,284,776.48

Rice Creek Watershed District

Interim Financial Statements

January 31, 2023



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

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

Rice Creek Watershed District
Statement of Revenue and Expenditures - General Fund - 10
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>GENERAL FUND - 10-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 0.00	504,664.00	(504,664.00)
Interest Revenue	0.00	0.00	1,016.00	(1,016.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	505,680.00	(505,680.00)
Expenses				
Manager Per Diem	875.00	875.00	32,500.00	(31,625.00)
Manager Expense	0.00	0.00	2,000.00	(2,000.00)
Manager Travel	89.08	89.08	4,000.00	(3,910.92)
Wages	14,158.04	14,158.04	170,888.00	(156,729.96)
Benefits	3,905.11	3,905.11	28,900.00	(24,994.89)
PERA Expense	1,061.86	1,061.86	12,817.00	(11,755.14)
HCSA Contributions	908.29	908.29	15,132.00	(14,223.71)
Payroll Taxes	1,082.18	1,082.18	13,073.00	(11,990.82)
Payroll Taxes-Unemployment	0.00	0.00	5,500.00	(5,500.00)
Office Supplies	38.50	38.50	1,800.00	(1,761.50)
Field Supplies	0.00	0.00	200.00	(200.00)
Computer Software	0.00	0.00	250.00	(250.00)
Meeting Supplies	0.00	0.00	2,700.00	(2,700.00)
Printing	0.00	0.00	500.00	(500.00)
Rent	3,362.38	3,362.38	22,200.00	(18,837.62)
Telecommunications	415.16	415.16	7,500.00	(7,084.84)
Dues	12,500.00	12,500.00	15,500.00	(3,000.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	0.00	0.00	7,200.00	(7,200.00)
Insurance & Bonds	5,526.80	5,526.80	7,000.00	(1,473.20)
Postage	0.00	0.00	1,100.00	(1,100.00)
Legal Notices	0.00	0.00	1,500.00	(1,500.00)
Staff Travel	10.48	10.48	1,100.00	(1,089.52)
Audit & Accounting	50.00	50.00	18,000.00	(17,950.00)
Professional Services	0.00	0.00	24,000.00	(24,000.00)
Legal	0.00	0.00	50,000.00	(50,000.00)
Engineering	0.00	0.00	56,000.00	(56,000.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Equipment Lease	89.91	89.91	2,120.00	(2,030.09)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	44,072.79	44,072.79	505,680.00	(461,607.21)
Total Revenues Over/(Under)				
Expenditures - General Fund	(44,072.79)	(44,072.79)	0.00	(44,072.79)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenue Over/(Under) Expenditur	\$ (44,072.79)	(44,072.79)	0.00	(44,072.79)
	<hr/>	<hr/>	<hr/>	<hr/>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Environmental Education - 30
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>COMMUNICATION & OUTREACH - 30-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 0.00	150,258.00	(150,258.00)
Interest Income	0.00	0.00	464.00	(464.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	150,722.00	(150,722.00)
Expenses				
Wages	6,116.68	6,116.68	78,538.00	(72,421.32)
Interns	60.00	60.00	5,000.00	(4,940.00)
Benefits	2,256.05	2,256.05	11,166.00	(8,909.95)
PERA Expense	458.76	458.76	5,626.00	(5,167.24)
Payroll Taxes	465.28	465.28	6,391.00	(5,925.72)
Office Supplies	0.00	0.00	900.00	(900.00)
Computer Software	0.00	0.00	1,000.00	(1,000.00)
Meeting Supplies	0.00	0.00	500.00	(500.00)
Printing	0.00	0.00	250.00	(250.00)
Rent	1,681.20	1,681.20	11,100.00	(9,418.80)
Telecommunications	171.74	171.74	3,750.00	(3,578.26)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	88.90	88.90	3,600.00	(3,511.10)
Insurance and Bonds	2,763.40	2,763.40	3,500.00	(736.60)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	0.00	0.00	550.00	(550.00)
Audit & Accounting	0.00	0.00	9,000.00	(9,000.00)
Professional Services	0.00	0.00	6,500.00	(6,500.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	500.00	(500.00)
Equipment	0.00	0.00	1,250.00	(1,250.00)
Equipment-Lease	44.95	44.95	1,060.00	(1,015.05)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	14,106.96	14,106.96	152,081.00	(137,974.04)
Total Revenues Over/(Under)				
Expenditures - Communication:	(14,106.96)	(14,106.96)	(1,359.00)	(12,747.96)

WATERSHED COMMUNICATION & OUTREACH - 30-02

Revenues				
General Property Tax	0.00	0.00	11,000.00	(11,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	11,000.00	(11,000.00)
Expenses				
Computer Software	0.00	0.00	1,000.00	(1,000.00)
Printing	0.00	0.00	1,500.00	(1,500.00)
Training & Education	0.00	0.00	8,500.00	(8,500.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenses	0.00	0.00	11,000.00	(11,000.00)
Total Revenues Over/(Under)				
Expenditures - Watershed Communicati	0.00	0.00	0.00	0.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Environmental Education - 30
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>MASTER WATER STEWARD PROGRAM - 30-03</u>				
Revenues				
General Property Tax	0.00	0.00	19,000.00	(19,000.00)
Total Revenues	0.00	0.00	19,000.00	(19,000.00)
Expenses				
Training & Education	0.00	0.00	9,000.00	(9,000.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Total expenses	0.00	0.00	19,000.00	(19,000.00)
Total Revenues Over/(Under)				
Expenditures - Master Water:	0.00	0.00	0.00	0.00
<u>OUTREACH PARTNERSHIPS - 30-04</u>				
Revenues				
General Property Tax	0.00	0.00	28,000.00	(28,000.00)
Total Revenues	0.00	0.00	28,000.00	(28,000.00)
Expenses				
Training & Education	0.00	0.00	8,500.00	(8,500.00)
Contracted Services	6,000.00	6,000.00	19,500.00	(13,500.00)
Total expenses	6,000.00	6,000.00	28,000.00	(22,000.00)
Total Revenues Over/(Under)				
Expenditures - Outreach:	(6,000.00)	(6,000.00)	0.00	(6,000.00)
<u>MINI-GRANTS PROGRAM - 30-05</u>				
Revenues				
General Property Tax	0.00	0.00	10,000.00	(10,000.00)
Total Revenues	0.00	0.00	10,000.00	(10,000.00)
Expenses				
Construction	0.00	0.00	10,000.00	(10,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Mini-Grants:	0.00	0.00	0.00	0.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Environmental Education - 30
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ENGINEERING & TECHNICAL SUPPORT - 30-06</u>				
Revenues				
General Property Tax	0.00	0.00	6,000.00	(6,000.00)
Total Revenues	0.00	0.00	6,000.00	(6,000.00)
Expenses				
Training & Education	0.00	0.00	6,000.00	(6,000.00)
Total expenses	0.00	0.00	6,000.00	(6,000.00)
Total Revenues Over/(Under)				
Expenditures - Eng. & Technical:	0.00	0.00	0.00	0.00
 <u>WATERSHED PLAN MAINTENANCE - 30-08</u>				
Revenues				
General Property Tax	0.00	0.00	5,000.00	(5,000.00)
Total Revenues	0.00	0.00	5,000.00	(5,000.00)
Expenses				
Engineering	0.00	0.00	5,000.00	(5,000.00)
Total expenses	0.00	0.00	5,000.00	(5,000.00)
Total Revenues Over/(Under)				
Expenditures - Watershed Plan:	0.00	0.00	0.00	0.00
 Total Revenue Over/(Under) Expenditur	\$ (20,106.96)	\$ (20,106.96)	(1,359.00)	(18,747.96)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information & Technology Management - 35
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>INFORMATION MANAGEMENT - 35-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 0.00	137,040.00	(137,040.00)
Interest Revenue	0.00	0.00	638.00	(638.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	137,678.00	(137,678.00)
Expenses				
Wages	1,103.86	1,103.86	16,250.00	(15,146.14)
Benefits	1,128.03	1,128.03	2,787.00	(1,658.97)
PERA Expense	82.78	82.78	1,219.00	(1,136.22)
Payroll Taxes	82.40	82.40	1,242.00	(1,159.60)
Office Supplies	0.00	0.00	450.00	(450.00)
Computer Software	712.54	712.54	11,000.00	(10,287.46)
Printing	0.00	0.00	125.00	(125.00)
Rent	840.60	840.60	5,550.00	(4,709.40)
Telecommunications	85.87	85.87	1,875.00	(1,789.13)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	0.00	0.00	1,800.00	(1,800.00)
Insurance and Bonds	1,381.70	1,381.70	1,750.00	(368.30)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Audit & Accounting	0.00	0.00	4,500.00	(4,500.00)
Professional Services	5,580.10	5,580.10	47,500.00	(41,919.90)
Contracted Services	0.00	0.00	1,500.00	(1,500.00)
Computer Equipment	0.00	0.00	37,500.00	(37,500.00)
Equipment	0.00	0.00	1,500.00	(1,500.00)
Equipment Lease	22.48	22.48	530.00	(507.52)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	11,020.36	11,020.36	137,678.00	(126,657.64)
Total Revenues Over/(Under)				
Expenditures - Information Management	(11,020.36)	(11,020.36)	0.00	(11,020.36)
	<hr/>	<hr/>	<hr/>	<hr/>
<u>BOUNDARY MANAGEMENT PROGRAM - 35-03</u>				
Revenues				
General Property Tax	0.00	0.00	15,000.00	(15,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	15,000.00	(15,000.00)
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	13,000.00	(13,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	0.00	0.00	15,000.00	(15,000.00)
Total Revenues Over/(Under)				
Expenditures - Boundary Mgmt:	0.00	0.00	0.00	0.00
	<hr/>	<hr/>	<hr/>	<hr/>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information & Technology Management - 35
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT-WIDE MODEL - 35-04</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	38,000.00	(38,000.00)
Total Expenses	0.00	0.00	40,000.00	(40,000.00)
Total Revenues Over/(Under)				
Expenditures - District-Wide Model:	0.00	0.00	(40,000.00)	40,000.00
<u>DATABASE & VIEWER MAINTENANCE - 35-05</u>				
Revenues				
General Property Tax	0.00	0.00	55,000.00	(55,000.00)
Total Revenues	0.00	0.00	55,000.00	(55,000.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	70,000.00	(70,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Database & Viewer:	0.00	0.00	(20,000.00)	20,000.00
<u>DISTRICT WEBSITE - 35-15</u>				
Revenues				
General Property Tax	0.00	0.00	50,000.00	(50,000.00)
Total Revenues	0.00	0.00	50,000.00	(50,000.00)
Expenses				
Professional Services	0.00	0.00	45,000.00	(45,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	0.00	2,000.00	(2,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - District Website:	0.00	0.00	0.00	0.00
Total Revenue Over/(Under) Expenditur	\$ (11,020.36)	\$ (11,020.36)	(60,000.00)	48,979.64

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>RESTORATION PROJECTS - 60-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 0.00	291,539.00	(291,539.00)
Interest Revenue	0.00	0.00	4,095.00	(4,095.00)
Total Revenues	0.00	0.00	295,634.00	(295,634.00)
Expenses				
Wages	5,067.43	5,067.43	178,830.00	(173,762.57)
Interns	60.00	60.00	5,000.00	(4,940.00)
Benefits	2,253.79	2,253.79	21,119.00	(18,865.21)
PERA Expense	380.06	380.06	13,262.00	(12,881.94)
Payroll Taxes	383.44	383.44	14,063.00	(13,679.56)
Office Supplies	0.00	0.00	900.00	(900.00)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	250.00	(250.00)
Rent	1,681.20	1,681.20	11,100.00	(9,418.80)
Telecommunications	192.22	192.22	3,750.00	(3,557.78)
Publications	61.15	61.15	100.00	(38.85)
Training & Education	0.00	0.00	3,600.00	(3,600.00)
Insurance and Bonds	2,763.40	2,763.40	3,500.00	(736.60)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	1,000.00	(1,000.00)
Staff Travel	0.00	0.00	550.00	(550.00)
Vehicle	0.00	0.00	13,000.00	(13,000.00)
Audit & Accounting	0.00	0.00	9,000.00	(9,000.00)
Professional Services	0.00	0.00	6,500.00	(6,500.00)
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	5,000.00	(5,000.00)
Equipment	0.00	0.00	1,250.00	(1,250.00)
Equipment Lease	44.95	44.95	1,060.00	(1,015.05)
Total Expenses	12,887.64	12,887.64	295,634.00	(282,746.36)
Total Revenues Over/(Under)				
Expenditures - Restoration Projects:	(12,887.64)	(12,887.64)	0.00	(12,887.64)
<u>ANOKA CHAIN OF LAKES WATER MGMT. PROJECT - 60-01</u>				
Revenues				
General Property Tax	0.00	0.00	83,479.00	(83,479.00)
Grant Income	0.00	0.00	46,521.00	(46,521.00)
Total Revenues	0.00	0.00	130,000.00	(130,000.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	45,000.00	(45,000.00)
Construction	0.00	0.00	100,000.00	(100,000.00)
Total expenses	0.00	0.00	150,000.00	(150,000.00)
Total Revenues Over/(Under)				
Expenditures - Anoka Chain:	0.00	0.00	(20,000.00)	20,000.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LOWER RC WATER MGMT. PROJECT - 60-03</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Engineering	0.00	0.00	100,000.00	(100,000.00)
Construction	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	150,000.00	(150,000.00)
Total Revenues Over/(Under)				
Expenditures - Lower RC:	0.00	0.00	(150,000.00)	150,000.00
<u>MIDDLE RC WATER MGMT. PROJECT - 60-04</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	0.00	0.00	30,000.00	(30,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Middle RC Water Mgmt.	0.00	0.00	(50,000.00)	50,000.00
<u>BALD EAGLE LAKE (BEL) WMD - 60-05</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Professional Services	0.00	0.00	6,789.00	(6,789.00)
Contracted Services	0.00	0.00	25,000.00	(25,000.00)
Total expenses	0.00	0.00	31,789.00	(31,789.00)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake WMD:	0.00	0.00	(31,789.00)	31,789.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>BALD EAGLE LAKE WATER MGMT. PROJECT - 60-06</u>				
Revenues				
General Property Tax	0.00	0.00	25,000.00	(25,000.00)
Total Revenues	0.00	0.00	25,000.00	(25,000.00)
Expenses				
Engineering	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake:	0.00	0.00	(25,000.00)	25,000.00
<u>RCD 2, 3 & 5 BASIC WATER MGMT. PROJECT - 60-08</u>				
Revenues				
General Property Tax	0.00	0.00	250,000.00	(250,000.00)
Total Revenues	0.00	0.00	250,000.00	(250,000.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	145,000.00	(145,000.00)
Construction Services	0.00	0.00	100,000.00	(100,000.00)
Total expenses	0.00	0.00	250,000.00	(250,000.00)
Total Revenues Over/(Under)				
Expenditures - Basic Water Mgmt. Proje	0.00	0.00	0.00	0.00
<u>REGIONAL WATER MGMT.PARTNERSHIP PROJECTS - 60-11</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Training & Education	1,280.00	1,280.00	0.00	1,280.00
Legal Notices	0.00	0.00	500.00	(500.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	9,000.00	(9,000.00)
Construction	0.00	0.00	30,000.00	(30,000.00)
Total expenses	1,280.00	1,280.00	50,000.00	(48,720.00)
Total Revenues Over/(Under)				
Expenditures - Regional Water Mgmt.	(1,280.00)	(1,280.00)	(50,000.00)	48,720.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>STORMWATER MGMT. COST SHARE - 60-15</u>				
Revenues				
General Property Tax	0.00	0.00	310,000.00	(310,000.00)
Total Revenues	0.00	0.00	310,000.00	(310,000.00)
Expenses				
Legal Notices	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	0.00	12,000.00	(12,000.00)
Construction	0.00	0.00	770,000.00	(770,000.00)
Total expenses	0.00	0.00	785,000.00	(785,000.00)
Total Revenues Over/(Under)				
Expenditures - Stormwater Mgmt.:	0.00	0.00	(475,000.00)	475,000.00
<u>SW URBAN LAKES IMPLEMENTATION - 60-24</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal Notices	0.00	0.00	500.00	(500.00)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	19,000.00	(19,000.00)
Construction	0.00	0.00	55,000.00	(55,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Southwest Urban Lake	0.00	0.00	(75,000.00)	75,000.00
<u>CLEAR LAKE WATER MGMT.PROJECT - 60-29</u>				
Revenues				
General Property Tax	0.00	0.00	75,000.00	(75,000.00)
Total Revenues	0.00	0.00	75,000.00	(75,000.00)
Expenses				
Contracted Services	0.00	0.00	15,000.00	(15,000.00)
Construction	0.00	0.00	60,000.00	(60,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Clear Lake Water Mgmt.	0.00	0.00	0.00	0.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>STORMWATER MASTER PLANNING - 60-35</u>				
Revenues				
General Property Tax	0.00	0.00	10,000.00	(10,000.00)
Total Revenues	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Contracted Services	0.00	0.00	7,000.00	(7,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	0.00	40,000.00	(40,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Stormwater Master:	0.00	0.00	(40,000.00)	40,000.00
<u>MUNICIPAL CIP EARLY COORDINATION - 60-36</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	8,000.00	(8,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Municipal CIP:	0.00	0.00	(10,000.00)	10,000.00
<u>GROUNDWATER MGMT. & STORMWATER REUSE - 60-37</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	0.00	12,000.00	(12,000.00)
Total expenses	0.00	0.00	15,000.00	(15,000.00)
Total Revenues Over/(Under)				
Expenditures - Groundwater Mgmt.:	0.00	0.00	(15,000.00)	15,000.00
Total Revenue Over/(Under) Expenditur	\$ (14,167.64)	\$ (14,167.64)	(941,789.00)	927,621.36

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory Projects - 70
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>REGULATORY PROJECT MANAGEMENT - 70-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 0.00	494,854.00	(494,854.00)
Interest Revenue	0.00	0.00	2,859.00	(2,859.00)
Miscellaneous	78.00	78.00	0.00	78.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	78.00	78.00	497,713.00	(497,635.00)
Expenses				
Wages	23,092.80	23,092.80	311,533.00	(288,440.20)
Interns	60.00	60.00	5,000.00	(4,940.00)
Benefits	5,406.37	5,406.37	37,319.00	(31,912.63)
PERA Expense	1,731.96	1,731.96	23,247.00	(21,515.04)
Payroll Taxes	1,731.33	1,731.33	24,214.00	(22,482.67)
Office Supplies	0.00	0.00	2,250.00	(2,250.00)
Field Supplies	0.00	0.00	500.00	(500.00)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	625.00	(625.00)
Rent	4,202.98	4,202.98	27,750.00	(23,547.02)
Telecommunications	684.40	684.40	9,375.00	(8,690.60)
Publications	0.00	0.00	250.00	(250.00)
Training & Education	0.00	0.00	9,000.00	(9,000.00)
Insurance and Bonds	6,908.50	6,908.50	8,750.00	(1,841.50)
Postage	0.00	0.00	1,375.00	(1,375.00)
Legal Notices	0.00	0.00	500.00	(500.00)
Staff Travel	0.00	0.00	1,375.00	(1,375.00)
Vehicle	0.00	0.00	13,000.00	(13,000.00)
Audit & Accounting	0.00	0.00	22,500.00	(22,500.00)
Professional Services	0.00	0.00	14,250.00	(14,250.00)
Legal	0.00	0.00	2,500.00	(2,500.00)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Equipment Lease	112.38	112.38	2,650.00	(2,537.62)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	43,930.72	43,930.72	522,713.00	(478,782.28)
Total Revenues Over/(Under)				
Expenditures - Regulatory Management	(43,852.72)	(43,852.72)	(25,000.00)	(18,852.72)
	<hr/>	<hr/>	<hr/>	<hr/>
<u>RULE REVISION & PERMIT GUIDANCE - 70-01</u>				
Revenues				
General Property Tax	0.00	0.00	10,000.00	(10,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	10,000.00	(10,000.00)
Expenses				
Legal	0.00	0.00	4,000.00	(4,000.00)
Engineering	0.00	0.00	16,000.00	(16,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	0.00	0.00	20,000.00	(20,000.00)
Total Revenues Over/(Under)				
Expenditures - Rule/Permit:	0.00	0.00	(10,000.00)	10,000.00
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Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory Projects - 70
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>PERMIT REVIEW, INSPECT & COOR. - 70-03</u>				
Revenues				
General Property Tax	0.00	0.00	558,864.00	(558,864.00)
Permit Fees	0.00	0.00	221,136.00	(221,136.00)
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Total Revenues	0.00	0.00	780,000.00	(780,000.00)
Expenses				
Legal	0.00	0.00	40,000.00	(40,000.00)
Legal-Audit	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	0.00	800,000.00	(800,000.00)
Engineering-Reporting	0.00	0.00	17,000.00	(17,000.00)
Engineering-Audit	0.00	0.00	20,000.00	(20,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenses	0.00	0.00	880,000.00	(880,000.00)
Total Revenues Over/(Under)				
Expenditures - Permit Review	0.00	0.00	(100,000.00)	100,000.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenue Over/(Under) Expenditur	\$ (43,852.72)	\$ (43,852.72)	(135,000.00)	91,147.28
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Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DITCH & CREEK MAINTENANCE - 80-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 0.00	187,121.00	(187,121.00)
Interest Revenue	0.00	0.00	4,092.00	(4,092.00)
Miscellaneous Income	15.00	15.00	0.00	15.00
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Total Revenues	15.00	15.00	191,213.00	(191,198.00)
Expenses				
Wages	13,701.50	13,701.50	188,700.00	(174,998.50)
Benefits	3,379.61	3,379.61	25,418.00	(22,038.39)
PERA Expense	1,027.62	1,027.62	14,010.00	(12,982.38)
Payroll Taxes	1,037.82	1,037.82	14,436.00	(13,398.18)
Office Supplies	0.00	0.00	1,350.00	(1,350.00)
Field Supplies	0.00	0.00	250.00	(250.00)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	375.00	(375.00)
Rent	2,521.78	2,521.78	16,650.00	(14,128.22)
Telecommunications	418.95	418.95	5,625.00	(5,206.05)
Publications	0.00	0.00	150.00	(150.00)
Training & Education	0.00	0.00	5,400.00	(5,400.00)
Insurance and Bonds	4,145.10	4,145.10	5,250.00	(1,104.90)
Postage	0.00	0.00	825.00	(825.00)
Legal Notices	0.00	0.00	750.00	(750.00)
Staff Travel	0.00	0.00	825.00	(825.00)
Vehicle	587.00	587.00	13,000.00	(12,413.00)
Audit & Accounting	0.00	0.00	13,500.00	(13,500.00)
Professional Services	140.00	140.00	10,550.00	(10,410.00)
Contracted Services	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	7,500.00	(7,500.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	67.43	67.43	1,590.00	(1,522.57)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	27,026.81	27,026.81	334,904.00	(307,877.19)
Total Revenues Over/(Under)				
Expenditures - Ditch & Creek:	(27,011.81)	(27,011.81)	(143,691.00)	116,679.19

NATURAL WATERWAY MGMT. - 80-01

Revenues				
General Property Taxes	0.00	0.00	5,656.00	(5,656.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	5,656.00	(5,656.00)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	0.00	9,000.00	(9,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Natural Waterway:	0.00	0.00	(4,344.00)	4,344.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DITCHES - MAINTENANCE - 80-02</u>				
Revenues				
General Property Tax	0.00	0.00	189,490.00	(189,490.00)
Total Revenues	0.00	0.00	189,490.00	(189,490.00)
Expenses				
Field Supplies	0.00	0.00	7,000.00	(7,000.00)
Vehicle	0.00	0.00	7,000.00	(7,000.00)
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Contracted Services	0.00	0.00	240,000.00	(240,000.00)
Legal	0.00	0.00	10,000.00	(10,000.00)
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	0.00	0.00	40,000.00	(40,000.00)
Equipment	0.00	0.00	10,000.00	(10,000.00)
Total expenses	0.00	0.00	335,000.00	(335,000.00)
Total Revenues Over/(Under)				
Expenditures - Ditches - Maintenance:	0.00	0.00	(145,510.00)	145,510.00
<u>REPAIR REPORTS & STUDIES - 80-03</u>				
Revenues				
General Propety Tax	0.00	0.00	93,896.00	(93,896.00)
Grants	0.00	0.00	30,000.00	(30,000.00)
Total Revenues	0.00	0.00	123,896.00	(123,896.00)
Expenses				
Legal Notices	0.00	0.00	10,000.00	(10,000.00)
Legal	0.00	0.00	40,000.00	(40,000.00)
Engineering	0.00	0.00	141,000.00	(141,000.00)
Wetland Credits	0.00	0.00	5,000.00	(5,000.00)
Total expenses	0.00	0.00	196,000.00	(196,000.00)
Total Revenues Over/(Under)				
Expenditures - Repair Reports	0.00	0.00	(72,104.00)	72,104.00
<u>ACD 10-22-32 WMD - 80-04</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	0.00	0.00	28,339.00	(28,339.00)
Total expenses	0.00	0.00	28,339.00	(28,339.00)
Total Revenues Over/(Under)				
Expenditures - ACD 10-22-32	0.00	0.00	(28,339.00)	28,339.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 31 WMD - 80-05</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	0.00	0.00	8,456.00	(8,456.00)
Total expenses	0.00	0.00	8,456.00	(8,456.00)
Total Revenues Over/(Under) Expenditures - ACD 31:WMD:	0.00	0.00	(8,456.00)	8,456.00
<u>ACD 46 WMD - 80-06</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	0.00	0.00	45,971.00	(45,971.00)
Total expenses	0.00	0.00	45,971.00	(45,971.00)
Total Revenues Over/(Under) Expenditures - ACD 46 WMD:	0.00	0.00	(45,971.00)	45,971.00
<u>RCD 4 WMD - 80-07</u>				
Revenues				
Special Assessments	0.00	0.00	74,647.00	(74,647.00)
ROW Charges	0.00	0.00	23,944.00	(23,944.00)
Total Revenues	0.00	0.00	98,591.00	(98,591.00)
Expenses				
Construction	0.00	0.00	97,138.00	(97,138.00)
Total expenses	0.00	0.00	97,138.00	(97,138.00)
Total Revenues Over/(Under) Expenditures - RCD 4 WMD:	0.00	0.00	1,453.00	(1,453.00)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>RCD 4 REPAIR - 80-08</u>				
Revenues				
General Property Tax	0.00	0.00	19,797.00	(19,797.00)
Total Revenues	0.00	0.00	19,797.00	(19,797.00)
Expenses				
Legal	0.00	0.00	2,500.00	(2,500.00)
Engineering	0.00	0.00	32,500.00	(32,500.00)
Total expenses	0.00	0.00	35,000.00	(35,000.00)
Total Revenues Over/(Under)				
Expenditures - RCD 4 Repair:	0.00	0.00	(15,203.00)	15,203.00
<u>MUNICIPAL PDS MAINTENANCE - 80-15</u>				
Revenues				
General Property Tax	0.00	0.00	28,282.00	(28,282.00)
Total Revenues	0.00	0.00	28,282.00	(28,282.00)
Expenses				
Contracted Services	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Municipal PDS	0.00	0.00	(21,718.00)	21,718.00
<u>WJD BRANCH 1/2 REPAIR - 80-20</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under)				
Expenditures - WJD Branch 1/2:	0.00	0.00	0.00	0.00
<u>AWJD 3 REPAIR - 80-21</u>				
Revenues				
General Property Tax	0.00	0.00	311,103.00	(311,103.00)
Total Revenues	0.00	0.00	311,103.00	(311,103.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	125,000.00	(125,000.00)
Construction	0.00	0.00	420,000.00	(420,000.00)
Total expenses	0.00	0.00	550,000.00	(550,000.00)
Total Revenues Over/(Under)				
Expenditures - AWJD 3	0.00	0.00	(238,897.00)	238,897.00

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

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 15 & AWJD 4 WMD - 80-22</u>				
Revenues				
General Property Tax	0.00	0.00	11,524.00	(11,524.00)
Total Revenues	0.00	0.00	11,524.00	(11,524.00)
Expenses				
Contracted Services	0.00	0.00	20,373.00	(20,373.00)
Total expenses	0.00	0.00	20,373.00	(20,373.00)
Total Revenues Over/(Under)				
Expenditures - AWCD 15	0.00	0.00	(8,849.00)	8,849.00
<u>ACD 15 & AWJD 4 - 80-23</u>				
Revenues				
General Property Taxes	0.00	0.00	16,969.00	(16,969.00)
Total Revenues	0.00	0.00	16,969.00	(16,969.00)
Expenses				
Contracted Services	0.00	0.00	30,000.00	(30,000.00)
Total expenses	0.00	0.00	30,000.00	(30,000.00)
Total Revenues Over/(Under)				
Expenditures - ACD 15 & AWJD 4:	0.00	0.00	(13,031.00)	13,031.00
<u>ACD 53-62 WMD - 80-24</u>				
Revenues				
Special Assessments	0.00	0.00	26,782.00	(26,782.00)
ROW Charges	0.00	0.00	5,624.00	(5,624.00)
Total Revenues	0.00	0.00	32,406.00	(32,406.00)
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	32,000.00	(32,000.00)
Construction	0.00	0.00	143,000.00	(143,000.00)
Total expenses	0.00	0.00	177,000.00	(177,000.00)
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 WMD:	0.00	0.00	(144,594.00)	144,594.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 53-62 REPAIR - 80-25</u>				
Revenues				
General Property Taxes	0.00	0.00	66,746.00	(66,746.00)
Total Revenues	0.00	0.00	66,746.00	(66,746.00)
Expenses				
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	0.00	0.00	95,000.00	(95,000.00)
Total expenses	0.00	0.00	118,000.00	(118,000.00)
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 Repair:	0.00	0.00	(51,254.00)	51,254.00
 Total Revenue Over/(Under) Expenditur	 \$ (27,011.81)	 \$ (27,011.81)	 (940,508.00)	 913,496.19

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream - 90
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LAKE & STREAM MANAGEMENT - 90-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 0.00	316,956.00	(316,956.00)
Interest Income	0.00	0.00	2,179.00	(2,179.00)
Total Revenues	0.00	0.00	319,135.00	(319,135.00)
Expenses				
Wages	12,053.96	12,053.96	198,525.00	(186,471.04)
Interns	60.00	60.00	5,000.00	(4,940.00)
Benefits	2,024.51	2,024.51	25,291.00	(23,266.49)
PERA Expense	904.04	904.04	14,889.00	(13,984.96)
Payroll Taxes	891.25	891.25	15,570.00	(14,678.75)
Office Supplies	0.00	0.00	900.00	(900.00)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	250.00	(250.00)
Rent	1,681.20	1,681.20	11,100.00	(9,418.80)
Telecommunications	222.94	222.94	3,750.00	(3,527.06)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	0.00	0.00	3,600.00	(3,600.00)
Insurance and Bonds	2,763.40	2,763.40	3,500.00	(736.60)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	0.00	0.00	550.00	(550.00)
Vehicle	0.00	0.00	13,000.00	(13,000.00)
Audit & Accounting	0.00	0.00	9,000.00	(9,000.00)
Professional Services	0.00	0.00	6,500.00	(6,500.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Equipment Lease	44.95	44.95	1,060.00	(1,015.05)
Total Expenses	20,646.25	20,646.25	319,135.00	(298,488.75)
Total Revenues Over/(Under)				
Expenditures - Lake & Stream Mgmt.	(20,646.25)	(20,646.25)	0.00	(20,646.25)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream - 90
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>WATER QUALITY GRANT PROGRAM - 90-01</u>				
Revenues				
General Property Tax	0.00	0.00	250,000.00	(250,000.00)
Total Revenues	0.00	0.00	250,000.00	(250,000.00)
Expenses				
Professional Services	0.00	0.00	3,000.00	(3,000.00)
Contracted Services	0.00	0.00	15,000.00	(15,000.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	0.00	260,000.00	(260,000.00)
Total expenses	0.00	0.00	280,000.00	(280,000.00)
Total Revenues Over/(Under)				
Expenditures - Water Quality:	0.00	0.00	(30,000.00)	30,000.00

SURFACE WATER MONITORING & MGMT. PROGRAM - 90-04

Revenues				
General Property Tax	0.00	0.00	210,000.00	(210,000.00)
Total Revenues	0.00	0.00	210,000.00	(210,000.00)
Expenses				
Office Supplies	0.00	0.00	100.00	(100.00)
Field Supplies	0.00	0.00	2,000.00	(2,000.00)
Computer Software	0.00	0.00	500.00	(500.00)
Telecommunications	35.01	35.01	500.00	(464.99)
Publications	140.00	140.00	200.00	(60.00)
Training & Education	0.00	0.00	1,000.00	(1,000.00)
Staff Travel	0.00	0.00	600.00	(600.00)
Vehicle	0.00	0.00	1,500.00	(1,500.00)
Contracted Services	0.00	0.00	115,000.00	(115,000.00)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	30,000.00	(30,000.00)
Equipment	0.00	0.00	15,000.00	(15,000.00)
Repairs & Maintenance	0.00	0.00	500.00	(500.00)
Lab Expense	0.00	0.00	42,600.00	(42,600.00)
Total expenses	175.01	175.01	210,000.00	(209,824.99)
Total Revenues Over/(Under)				
Expenditures - Surface Water:	(175.01)	(175.01)	0.00	(175.01)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream - 90
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>COMMON CARP MANAGEMENT - 90-26</u>				
Revenues				
General Property Tax	0.00	0.00	180,000.00	(180,000.00)
Grants	0.00	0.00	25,000.00	(25,000.00)
Total Revenues	0.00	0.00	205,000.00	(205,000.00)
Expenses				
Telecommunications	14.61	14.61	200.00	(185.39)
Staff Travel	0.00	0.00	100.00	(100.00)
Professional Services	0.00	0.00	150,000.00	(150,000.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Legal	0.00	0.00	1,500.00	(1,500.00)
Engineering	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	0.00	51,200.00	(51,200.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Total expenses	14.61	14.61	225,000.00	(224,985.39)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	(14.61)	(14.61)	(20,000.00)	19,985.39
 <u>CURLY LEAF PONDWEED MGMT. - 90-27</u>				
Revenues				
General Property Tax	0.00	0.00	50,000.00	(50,000.00)
Total Revenues	0.00	0.00	50,000.00	(50,000.00)
Expenses				
Contracted Services	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	0.00	0.00	0.00	0.00
 Total Revenue Over/(Under) Expenditur	\$ (20,835.87)	\$ (20,835.87)	(50,000.00)	29,164.13

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT FACILITIES - 95-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 0.00	266,297.00	(266,297.00)
Interest Revenue	0.00	0.00	1,426.00	(1,426.00)
Total Revenues	0.00	0.00	267,723.00	(267,723.00)
Expenses				
Wages	2,852.69	2,852.69	168,178.00	(165,325.31)
Interns	60.00	60.00	5,000.00	(4,940.00)
Benefits	1,128.02	1,128.02	23,836.00	(22,707.98)
PERA Expense	213.96	213.96	12,504.00	(12,290.04)
Payroll Taxes	217.21	217.21	13,248.00	(13,030.79)
Office Supplies	0.00	0.00	450.00	(450.00)
Field Supplies	0.00	0.00	250.00	(250.00)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	125.00	(125.00)
Rent	840.56	840.56	5,550.00	(4,709.44)
Telecommunications	137.09	137.09	1,875.00	(1,737.91)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	0.00	0.00	1,800.00	(1,800.00)
Insurance & Bonds	1,381.70	1,381.70	1,750.00	(368.30)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Vehicle Expense	0.00	0.00	13,000.00	(13,000.00)
Audit & Accounting	0.00	0.00	4,500.00	(4,500.00)
Professional Services	0.00	0.00	4,250.00	(4,250.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Equipment	0.00	0.00	500.00	(500.00)
Equipment Lease	22.46	22.46	530.00	(507.54)
Total Expenses	6,853.69	6,853.69	260,196.00	(253,342.31)
Total Revenues Over/(Under)				
Expenditures - District Facilities:	(6,853.69)	(6,853.69)	7,527.00	(14,380.69)

LONG LAKE SEDIMENT BASIN MAINT. - 95-01

Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under)				
Expenditures - Long Lake:	0.00	0.00	0.00	0.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and One Month Ending January 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LOCK LAKE SEDIMENT BASIN MAINT. - 95-02</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under)				
Expenditures - Long Lake:	0.00	0.00	0.00	0.00
<u>DISTRICT FACILITIES REPAIR - 95-03</u>				
Revenues				
General Propety Tax	0.00	0.00	159,507.00	(159,507.00)
Total Revenues	0.00	0.00	159,507.00	(159,507.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	35,000.00	(35,000.00)
Construction	0.00	0.00	115,000.00	(115,000.00)
Total expenses	0.00	0.00	155,000.00	(155,000.00)
Total Revenues Over/(Under)				
Expenditures - District Facilities Repair	0.00	0.00	4,507.00	(4,507.00)
<u>INSPECTION OPERATION & MAINTENANCE - 95-04</u>				
Revenues				
General Propety Tax	0.00	0.00	281,966.00	(281,966.00)
Grans-Income	0.00	0.00	20,000.00	(20,000.00)
Total Revenues	0.00	0.00	301,966.00	(301,966.00)
Expenses				
Field Supplies	0.00	0.00	5,000.00	(5,000.00)
Telecommunications	28.11	28.11	0.00	28.11
Contracted Services	0.00	0.00	75,000.00	(75,000.00)
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	45,000.00	(45,000.00)
Construction	0.00	0.00	164,000.00	(164,000.00)
Equipment	835.00	835.00	3,000.00	(2,165.00)
Total expenses	863.11	863.11	294,000.00	(293,136.89)
Total Revenues Over/(Under)				
Expenditures - Wall Wetland Restoration	(863.11)	(863.11)	7,966.00	(8,829.11)
Total Revenue Over/(Under) Expenditur	\$ (7,716.80)	\$ (7,716.80)	20,000.00	(27,716.80)

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports

MEMORANDUM
Rice Creek Watershed District

Date: January 18, 2023
To: RCWD Board of Managers
From: Ali Chalberg, Water Resources Specialist and Inspector
Subject: Staff Report 12/07/2022 – 1/18/2023

Highlights from Preceding Month

Overview: In the last month I have closed a few permits that have been just waiting on as-built/stipulation approval. I have turned my free time to working on historic and forgotten permits. I chatted with the City of St. Anthony and was able to get one permit closed from 2015 and he's looking into as-built information for another historic permit. In addition to inspections, I worked on getting Birchwood Village's LWMP approval (approved Dec. 14). I also answered a few questions the City of Fridley had about FEMA/Floodplain elevation for a home. Finally, I am working with Catherine on the Stormwater Management Grants which we will be presenting to the CAC on the 1st.

Regulatory

- ❖ Recommended 4 permit closures
 - 2 Public Project
 - \$7900 Surety Returned
- ❖ Performed 11 inspections
 - 9 Active sites
 - 2 Closeout
- ❖ Coordinated review of 7 as-builts for compliance with approved plans

MS4

- ❖ Attended monthly MS4 webinar with MPCA
 - MS4 permit will not be due this year
- ❖ Birchwood Village LWMP
 - Presented to the board and got approval
- ❖ Answered FEMA/Floodplain property question with the city of Fridley

Meetings

- ❖ Stormwater Grant Meetings
 - Met with Catherine and Kyle to prepare materials
 - Preparing for CAC/Board meeting regarding the stormwater grant
- ❖ Inspection team meetings
 - Participated in inspection team meetings to discuss projects and concerns
 - Met with Washington and Ramsey inspectors to discuss permits and MS4 front
- ❖ Staff meeting
 - Participated in all staff meetings to catch up and communicate with ongoing work at RCWD



MEMORANDUM
Rice Creek Watershed District

Date: January 18, 2023, 2022
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Program Manager
Subject: Staff Report 12/7/2022 – 1/18/2023

Highlights for Preceding Month

Bold items required significant time & attention

- Monitoring
 - **Data entry, analysis, and reporting**
 - Monitoring Program Plan update (w/HEI)
 - Monitoring program realignment with new staff structure – finalize new positions

- Long Lake Carp Management
 - New physical barrier on Johanna Creek –
 - **Solicit and receive construction quotes**
 - **Develop construction agreement**
 - **BWSR grant reporting**

- Centerville / Peltier Backflow Study
 - Discussions with HEI on backflow prevention retrofit projects

- **Potential Centerville Lake Alum project**
 - pre-project development and investigation
 - Technical assessment and justification, working with Barr Engineering
 - Review TO with HEI on potential WMD

- Statewide carp workshop development with MN Aquatic Invasive Species Research Center; goal: improve funding and regulatory processes to benefit carp managers

- Stormwater Management Grant application review and meeting

- Kyle transitional items
 - Clear Lake / WCD retrofit project
 - Centerville SWA with ACD
 - BWSR grant reporting: 2021 and 2022 WBIF grants



MEMORANDUM
Rice Creek Watershed District

Date: January 18, 2023
To: RCWD Board of Managers
From: Molly Nelson, Water Resources Specialist/ Watershed
Subject: Technician Staff Report 12/07/22 – 1/18/23

Introduction

The highlights of my work from December 7th to January 18th are as follows:
(Note that these are highlights and not the full extent of all work that I have done)

RCWD Cost-Share & Citizen Advisory Committee

CAC

I worked with a few members to answer questions and discuss what is to come for the 2023 year with the District and my specific programs. I met with a member to consider a cost-benefit analysis spreadsheet for all past, current, and potential Water Quality Grant projects. This will pave the way for better decision making when considering potential applications.

Additionally, I aided Terrence Chastan-Davis with apparel orders for all District Staff, Board Members, and CAC members

Water Quality Grant Program & Mini Grant Program

During the month of December I worked to close all outstanding Mini grant projects and other Water Quality projects before the deadline for all 2022 expenses. I met with and scheduled site visits for new applicants for the 2023 year.

The Mini Grant Program has already seen multiple applications and I have reviewed and approved 6 applications (2 per each county). Each week I have seen more applications and work to review and discuss with the applicants about their projects.

I have been continuously working to enter data into the MS4front database from past WQ grant projects, as well as transfer all files from the G drive to Laserfiche to free up space.

Communications and Outreach

For this last month, I have continued work with Kendra Sommerfeld on Outreach Programs and communications with the Public. I am currently working on organizing the database for all materials and historical work. Additionally, I am compiling all information needed for Kendra to use in the Annual Report for the Communications and Outreach Program.

MEMORANDUM
Rice Creek Watershed District

Date: January 17, 2023
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: Staff Report – January 2023

Highlights for Preceding Month

- ✓ Administrative
 - Staff Meeting
 - Accounts Payable Review
 - Investment Policy and Bylaw Development
 - MAWD Resolutions
 - Personnel Leave Requests
 - HR Consultant (human resource manual, retention, compensation, org development)
 - New Manager Onboarding
- ✓ Communication & Outreach
 - Website RFP
 - Elected Officials engagement Discussions, MAWD Legislative Event
 - City/Cty Manager Appointments
 - MPCA Resiliency Grant
- ✓ Information Management
 - MS4 Front Training Updates
 - District Boundary
 - District Model
- ✓ Restoration Projects
 - Stormwater Management Grant Engagement, Application Review
 - Restoration Approaches, Opportunities Discussion
 - City of Fridley Communications 73rd Ave, Locke Lake
 - Centerville Lake Discussions
- Alum Treatment Discussions
- ✓ Regulatory
 - Historic Permit Approach
 - Regulatory / PDS Coordination
 - RCWD - HEI Staff Convene Workshop
- ✓ Ditch & Creek Maintenance
 - RCWD PDS and District Facilities Meeting
 - Utility Conflict Discussions
 - ACD 10-22-32 Options Discussion
 - Maintenance Discussions
 - AWJD 3 Repair Discussion
 - ACD 53-62 Implementation Discussions
- ✓ Lake & Stream Management
 - District Approach to Resource Goals, Program Discussions
 - New Monitoring Position Discussions
- ✓ District Facilities
 - Facility Review Discussions
 - Priebe Lake Outlet Project MOA Next Steps

MEMORANDUM
Rice Creek Watershed District

Date: January 18th, 2023
To: RCWD Board of Managers
From: Patrick Hughes, Permit Coordinator/Wetland Specialist
Subject: Staff Report for 12/07/22 to 01/18/23

Summary

- Created new permit and review files for the online database
- Sent notice of wetland boundary application – 22-113
- Sent notice of no-loss application – 22-113
- Sent notices of replacement plan applications –22-109, 22-115
- Sent notices of replacement plan decisions –22-051, 22-096
- Sent notices of monitoring reports – 18-112, 19-114
- Assisted in the drafting of engineer’s reports – 22-094, 22-104, 22-113
- Attended the 12/14/2022 and 01/11/2023 Board Meetings
- Met with City of Lino Lakes regarding 426 Pine Street violation
- Attended the 12/12/2022 Board Workshop for an update on the permit fee schedule
- Attended and presented at Metro Regulators December meeting
- Discussed non-compliant site inspections and potential use of permit surety
- Attended pre-application meeting for Jehovah’s Witness Church
- Submitted 2022 WCA expense report for Anoka County
- Met with City of Fridley regarding Moore Lake Improvement project
- Met with City of New Brighton regarding Hansen Park insufficient items
- Met with Anoka TEP regarding 426 Pine Street violation
- Hosted pre-application meeting for Shadow Creek development project
- Met with SRF to discuss CSAH 32 stormwater questions
- Hosted Anoka TEP meeting to discuss Carlson LLC Property replacement plan
- Attended January WPA Forum – BWSR updates on rulemaking
- Hosted pre-application meeting for MnDOT’s TH 97 project in Forest Lake
- Submitted 2022 WCA Report for Anoka County
- Met with potential buyer and City of Mahtomedi regarding 91xx Ideal Ave
- Met with NorthStar Media Partners regarding Naples Street site
- Attended CSAH 14/CR 53 PMT meeting
- Attended 2775 101st Ave pre-application meeting
- Discussed upcoming HEI-RCWD regulatory meeting
- Represented regulatory department to new Manager Robertson at special workshop



MEMORANDUM
Rice Creek Watershed District

Date: January 13, 2023
To: RCWD Board of Managers
From: Ashlee Ricci, Public Drainage Inspector
Subject: Staff Report (12/06/2022 – 01/13/2023)

Highlights from Preceding Month

- Attended regular staff meetings, Board workshop meeting
- Responded to citizen inquiries regarding drainage concerns
- Coordinated drainage maintenance projects with contractors and landowners
- Coordinated IT correspondence, device maintenance, device procurement
- Assist staff in resolving remote working technology problems
- Continued to ensure staff have remote access capabilities
- Attended drainage Team biweekly meetings
- Managed contracted services agreement workplans
- Reviewed Firewall details and upgrades with IT consultant
- Continued work plan development for District Facilities and Public Drainage Systems
- Reviewed invoices for approval and coordinated payments with Office Manager
- Met with drainage staff and Administrator to review and direct work tasks
- Continued development of materials for onboarding staff into the public drainage and district facilities programs
- Directed work tasks for Field Technical Assistant
- Sent project updates for ACD 53-62 Main Trunk repair to City staff landowners who signed-up for updates
- Began additional job duties to cover Project Manager's position
- Managed and reviewed budgets for IT and public drainage and facilities
- Attended the January DWG meeting
- Attended planning committee meeting for MADI
- Participated in the all staff training day
- Coordinated and led the effort on the District Facilities prioritization memo
- Began closeout of database entries for drainage maintenance
- Continue fine tuning work plan for 2023
- Begin preparation for annual reporting requirements

MEMORANDUM
Rice Creek Watershed District



Date: January 18, 2023
To: RCWD Board of Managers
From: Tom Schmidt, Public Drainage Inspector
Subject: Staff Report January 2023/December 2022

Highlights for this month

Attended the ACD#25 records correction and re-establishment public hearing.
Met with landowners about the ACD#25 records correction and re-establishment process. Explaining the outcome of the hearing and subsequent board order.
Completed the purchase and outfitting of a new district vehicle.
Responded to landowner and constituent phone calls related to the public drainage system.
Continued working on Public Drainage and District Facility program planning.
Worked with regulatory staff and consultants on the ongoing public drainage/pipeline conflict issues.
Continued working toward abandoning/unused district-installed monitoring wells along and adjacent to WJD #2.
Set the agenda for and led the public drainage system and project coordination biweekly meetings.

MEMORANDUM
Rice Creek Watershed District



Date: November 20th, 2022
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications/Outreach Coordinator
Subject: Staff Report 12/7/2022- 1/15/2022

Water Stewards

- Started 2023 program on January 10th, attended program kick-off and orientation January 10th
- 2 artists stewards with partnership with North Suburban Center for the Arts
- 2 regular water stewards

Annual Report

- Started working with staff on the 2022 annual report

Partnerships/Collaborations

- RCWD Climate Change Resiliency Core Team meetings and workshops scheduled for Feb/March
- Metro Watershed Partnership planning and steering team meetings
- EMWREP planning and meetings for next year
- Submitted various newsletter articles for Lino Lakes, Fridley, Circle Pines, and Spring Lake Park
- Attended Watershed Partners January meeting

Citizen Advisory Committee

- Had planning meeting in Dec. and developed calendar for 2023
- Created CAC member guidance sheet and other helpful documents for meetings, etc.
- Received two applications from Anoka county, one open Anoka county slot for 2023
- Appointments in January/February Board meetings
- Drafted a travel reimbursement policy for CAC members for Board consideration

RCWD Website

- Numerous meetings with consultants about submitting proposals
- Received 10 proposals, reviewed proposals, and provided recommendation to Board

Legislative Items

- Updated contact lists and maps for RCWD's senators and representatives
- Drafted a letter to Ramsey County Commissioners to support flood bonding and projects
- Drafting introduction packets to state senators and state representatives
- Drafting support/"ask" letters for top District issues to senators and reps

Other

- Purchased and coordinator Patricia Preiner's Board service recognition plaque and gifts
- Updated various outdated RCWD "About" flyers and District informational sheets



MEMORANDUM
Rice Creek Watershed District

Date: January 17, 2023
To: RCWD Board of Managers
From: Mitchell Sommers, Field Technical Assistant
Subject: Staff Report 12/06/22 – 01/17/23

- Performed inspections on the ACD 53-62 repair as well as fielding questions from landowners
- Created a spreadsheet detailing the current status of district facilities and consideration for removal
- Aided in the evaluation of removing facilities from the district's list with Ashlee, Tom, and Houston Engineering
- Brought the blue truck into Waldoch's for the installation of running boards
- Downloaded software for the monitoring of iron enhanced sand filters with Kyle
- Reinstalled the repaired valve actuators into Oasis IESF with Kyle
- Brought the district's fire extinguishers into Nardini's for routine inspection
- Started coordination with Kendra on new signage for the iron enhanced sand filters



MEMORANDUM
Rice Creek Watershed District

Date: 1/18/23
To: RCWD Board of Managers
From: Catherine Nester, District Technician/Inspector
Subject: Staff Report 12/7/22 – 1/17/23

Highlights from Preceding Month

- Attended the Washington County Water Consortium virtual meeting on December 7 on water quality monitoring and AIS initiatives/programming.
- Attended a BWSR webinar on Basic Hydrology on January 10 & 12.
- Maintained lake & stream monitoring equipment and discussed/scheduled product vendor meetings.
- Discussed new Water Monitoring Technician position and prepared for transition (new position start date was January 1).
- Assisted with workload coverage following Kyle's departure (processed applications received for the Stormwater Management Grant Program and coordinated required noticing and HEI/CAC/staff application review).
- Coordination with affected cities/watersheds/HEI/staff for the proposed hydrologic boundary update in the southwest portion of District (between RCWD and MWMO, CRWD, RWMWD, & VLAWMO) in Ramsey, Anoka & Hennepin counties.
- Attended internal regulatory meetings, including inspection team meetings on December 8 and January 12 and a meeting on December 13 to discuss non-compliant inspection charges.
- Coordinated with WCD staff on inspection area coverage and related procedural items.
- Ongoing coordination for optimizing the MS4Front database and identifying necessary modifications.
- Prepared for and attended the all-staff training/team building day on December 16.
- Meet & greet meetings with new staff members Mitch and Kendra.
- Installed new engine air filter on white truck and prepared it for sale.
- Completed 2022 performance appraisal and 2023 training/career development plan.



MEMORANDUM
Rice Creek Watershed District

Date: January 18th, 2023
To: RCWD Board of Managers
From: Anna Grace, Regulatory Technician
Subject: Staff Report 12/07/22 – 1/17/22

- Created new permit files for online database and Laserfiche.
- Created new review files for online database and Laserfiche.
- Reviewed new permit applications and Initial Completeness Review Checklists were completed.
- Sent incomplete notice emails and continued working with applicants in tandem with staff to receive all the required application materials.
- Continued coordinating with RCWD staff and inspectors with violations.
- Sent nine permit applications to HEI for review.
- Sent two permit applications to RCWD for review.
- Received 11 new review file inquiries for permit/past file/landowner/consultant/violation/City.
- Phone and email correspondence.
- Attended 14 scheduled meetings.
 - Attended and completed meeting minutes for the 1/17/23 Board Special Workshop.
 - Attended the all-staff DiSC Workplace Profile Training with Ellen Hinrichs from Career Enhancement Options, Inc.
 - Scheduled and attended a pre-application meeting with HEI, RCWD, and project's consultants.
 - Attended BWSR's virtual Basic Hydrology Training.
 - Terrence and I completed measurements of the current office layout for future cube additions.

MEMORANDUM
Rice Creek Watershed District

Date: January 18, 2023
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: Staff Report

- Coded invoices for payment this month which were reviewed by Administrator Nick Tomczik and Treasurer Steve Wagamon and sent to our accountant Nancy Martinson via an excel spreadsheet
- Provide bi-monthly payroll template to Redpath, updated information as needed
- Gathered and reviewed employee timesheets for administrator's final review
- Track accounts receivable and deposit checks as needed
- Review and track monthly financial reports
- Tracking expenses for Rule C permits that exceed \$9,000
- Tracking grant expenses for Peltier/Centerville Lakes Feasibility Study, MPCA Planning Grants for SWC Resilience, and FY2023 WBIF Grant
- Handled HR/Benefit issues
- Provide minute templates to TimeSavers for meetings. Reviewed and edited regular Board minutes. Provided workshop minutes
- Monitor District financial accounts, US Bank and 4M
- Provide requested information to Board members and Administrator as needed
- Assisted Board and Staff as needed
- Provide information, assembled and distributed board packets for regular meetings and workshops, post regular meeting agenda packet on website, provided notice to web server
- Attended board meetings, board workshops and staff meetings
- Placed orders for supplies as needed
- Maintain Laserfiche filing system and scanned documents District receives into Laserfiche
- Provide 2023 fund allocations to accountant
- Participate in review of new financial manual
- Begin to provide documents to auditor via Suralink
- Assemble and provide on-boarding documents to new Board member
- Update PPM as needed



MEMORANDUM
Rice Creek Watershed District

Date: January 18, 2023
To: RCWD Board of Managers
From: Terrence Chastan-Davis, District Inspector/Technician
Subject: Staff Report (December 8, 2022-January 18, 2023)

Highlights from Preceding Month

- ✓ Organized and participated in the inspector team meetings to discuss program efficiencies and projects with inspection and review staff.
- ✓ Reviewed and coordinated the review of 4 as-built surveys for compliance with the approved plans.
- ✓ Attended a pre-construction meeting to review project schedules and discuss RCWD permit requirements.
- ✓ Recommended permit closure and/or surety returns/partial returns for 5 permits.
- ✓ Assisted Ramsey County SWCD inspectors with specific permit inquiries.
- ✓ Reviewed the Ramsey County SWCD Q4 invoice for inspection services.
- ✓ Reviewed the Washington Conservation District invoice for inspection services.
- ✓ Updated the RCWD inspector map for changes in inspector coverage.
- ✓ Finalized the apparel order for the RCWD Board of Managers, CAC, and staff.
- ✓ Work with legal to draft an amendment to the inspection service agreement between RCWD and Washington Conservation District.
- ✓ Compiled inspection hours/records for Centerville Inspections and drafted the Q4 summaries.
- ✓ Attended and participated in the RCWD staff workshop with Ellen Henrichs to review individual DISC assessments.
- ✓ Recommended permit extensions for 5 sites that have remaining work/compliance items.
- ✓ Assisted with Board packet distribution.
- ✓ Worked with Anna Grace to measure the RCWD office space.
- ✓ Assisted in responding to questions and concerns from the public, applicants, contractors, and contracted inspectors.



MEMORANDUM
Rice Creek Watershed District

Date: January 18th, 2023
To: RCWD Board of Managers
From: Kelsey White, Permit Review Technician
Subject: Staff Report 12/07/2022 – 1/17/2023

- Conducted completeness reviews for 3 wetland boundary/type applications.
- Drafted and sent 2 WCA Wetland Boundary/Type NOAs.
- Drafted and sent 5 WCA Wetland Boundary/Type NODs.
- Created 4 new review files in the database.
- Completed staff review for 2 permit applications.
- Drafted amendments to one permit approval and one CAPROC.
- Provided comments on one engineer's report for Board approval.
- Sent 6 administrative action notices to the Board.
- Sent notice of permit issuance for 7 permit applications.
- Sent 12 CAPROC notices and 2 Amended CAPROC notices.
- Coordinated with applicants on submittal and review of CAPROC items for 11 permit applications.
- Attended 5 pre-application meetings.
- Attended one all-staff training event.
- Participated in weekly permit coordination meetings and monthly permit triage.
- Responded to email and telephone inquiries about RCWD permitting requirements.
- Responded to landowners about general WCA questions and questions regarding wetlands on or near their properties.

ITEMS FOR DISCUSSION AND INFORMATION

2. February Calendar



JANUARY						
S	M	T	W	T	F	S
1	2	3	4	5	6	7
8	9	10	11	12	13	14
15	16	17	18	19	20	21
22	23	24	25	26	27	28
29	30	31				

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

MEMORANDUM
Rice Creek Watershed District

Date: January 12, 2023
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: February Calendar

- Wednesday, February 1, 5:30 p.m.** Citizen Advisory Committee Meeting, Board Liaison Manager Waller
 RCWD District Conference Room and remotely*
- Monday, February 6, 1 p.m.** Board Workshop
 RCWD District Conference Room and remotely*
- Wednesday, February 8, 9 a.m.** Regular Board of Managers Meeting
 at **Shoreview City Hall Council Chambers** and remotely*
- Wednesday, February 15, 1 p.m.-8 p.m.** MAWD Board Meeting, Legislative Briefing, Member Networking
 with Legislators, Radisson Hotel - Capitol Ridge, St. Paul - 161 St Anthony
 Ave, St Paul, MN 55103
- Thursday, February 16, 7 a.m.-4 p.m.** 7:00 A.M. – 8:30 A.M. - Breakfast at the Radisson Hotel- Capitol
 Ridge with Members and Legislators,
 8:30 A.M. – 4:00 P.M. - Meet with Legislators (*Please schedule your own
 meetings.)
- Monday, February 20** President’s Day-Office Closed
- Wednesday, February 22, 9 a.m.** Regular Board of Managers Meeting
 at **Shoreview City Hall Council Chambers** and remotely*

Deadline for submission of per diem claims is February 13, 2023

* remotely=by alternative means (teleconference or video-teleconference) from remote locations