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RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, April 24, 2024, 9:00 a.m.

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

or via Zoom Meeting:

<https://us06web.zoom.us/j/88691120148?pwd=Qh7cPqaWFSSPbsQOub3iUbqioGCDDk.1>

Meeting ID: 886 9112 0148

Passcode: 923446

+1 312 626 6799 US (Chicago)

Meeting ID: 886 9112 0148

Passcode: 923446

Agenda

CALL TO ORDER

ROLL CALL

SETTING OF THE AGENDA

**APPROVAL OF MINUTES: APRIL 8, 2024, WORKSHOP AND APRIL 10, 2024,
REGULAR MEETING**

CONSENT AGENDA

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

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
24-015	Fiji Cube, LLC	Lino Lakes	Final Site Drainage Plan	CAPROC 7 items
24-017	City of Forest Lake	Forest Lake	Final Site Drainage	CAPROC 4 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 April 16, 2024.

PERMIT APPLICATION REQUIRING BOARD ACTION

No.	Applicant	Location	Plan Type	Recommendation
24-009	City of Lino Lakes	Lino Lakes	Final Site Drainage Plan Floodplain Alteration	VARIANCE REQUEST CAPROC 10 items

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 Annual Report Approval – Kendra Sommerfeld
2. Curlyleaf Pondweed Management Agreements – Matt Kocian
3. Centerville Lake Alum Project Contractor Selection – Matt Kocian
4. Check Register Dated April 24, 2024, in the Amount of \$309,611.20 and April Interim Financial Statements Prepared by Redpath and Company

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports
2. May Calendar
3. Administrator Updates
4. Manager’s Update

**APPROVAL OF MINUTES: APRIL 8, 2024, WORKSHOP
MEETING AND APRIL 10, 2024, REGULAR MEETING**

Draft

RCWD BOARD OF MANAGERS WORKSHOP

Monday, April 8, 2024

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

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

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

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

4 Absent:

5 Staff: Lake and Stream Manager Matt Kocian, Drainage & Facilities Manager Tom Schmidt, Outreach &
6 Grant Technician Molly Nelson, Communications & Outreach Manager Kendra Sommerfield
7 (videoconference), Office Manager Theresa Stasica

8 Consultants: District Engineer Chris Otterness-Houston Engineering, Inc., District Attorney John Kolb-
9 Rinke Noonan

10 Visitors:

11 Manager Wagamon requested the removal of agenda item Manager Wagamon "Property Ponds"
12 Statement. Manager Wagamon would like the Administrator to be present for this item.
13 President Bradley responded that this item will be on next month's workshop agenda.
14

15 **Anoka County (ACD) 53-62 Main Truck Repair Update**

16 Drainage & Facilities Manager Schmidt, District Engineer Otterness, and Attorney Kolb provided
17 background information on the City of Circle Pines' request to the District to replace two City stormwater
18 outfalls and abandoning and decommissioning another. in conjunction with the ACD 53-62 Main Trunk
19 project repairs. On completion of the repairs, the District invoiced the City for this work. The City has
20 indicated to the District that the repair project has increased the rate and volume of sedimentation to the
21 their stormwater pond and has suggested the District is responsible for removal of the sediment. The City
22 is withholding payment of the invoice for the stormwater outfalls. Staff and the Board discussed the City's
23 response and the District's responsibilities and potential outcomes. The Board discussed the need to
24 gather additional information from the city to understand their position.

25 The Board by consensus agreed that Managers Robertson and Wagamon will meet with the City of Circle
26 Pines Mayor to discuss the current situation and find a solution to resolve this issue.
27

28 **Enhanced Street Sweeping Initiative**

29 Outreach & Grant Technician Nelson provided a presentation to the Board on enhanced street sweeping
30 and the recent research findings that targeted enhanced street sweeping is a more effective pollutant
31 removal method than standard street sweeping. She stated the City of White Bear Lake Public Works
32 Department recently contacted the District asking for consideration of funding this city effort. The District

33 met with them and the City of Blaine to discuss this issue and the potential of cost-share to enhance the
34 cities street sweeping within the District. The Board discussed with staff the importance of street sweeping.
35 Outreach & Grant Technician Nelson outlined the next steps in this effort.
36 The Board by consensus directed staff to return to the board with a HEI task-order to proceed with a District-
37 wide enhanced street sweeping prioritization study to potentially implement an enhanced street sweeping
38 program.

39

40 **Updates**

41 Lake & Stream Manager Kocian gave an update to the Board on his meetings with project partners regarding
42 contributions to the Centerville Alum Treatment project. There is an upcoming information meeting on
43 April 11th 5 p.m. at the Wargo Nature Center.

44

45 President Bradley gave an update to the Board on the District's presentation at the MN Capital Investment
46 Committee Hearing regarding House File 4944.

47

48 The workshop was adjourned at 10:26 a.m.

DRAFT

1
2 For Consideration of Approval at the April 24, 2024 Board Meeting.
3 Use these minutes only for reference until that time.
4

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, April 10, 2024

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

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

Minutes

CALL TO ORDER

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

ROLL CALL

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

Absent: None

Staff Present: District Administrator Nick Tomczik, Regulatory Manager Patrick Hughes, Outreach & Grant Technician Molly Nelson, and Office Manager Theresa Stasica

Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI); District Attorney Louis Smith from Smith Partners; Megan Hansen-Redpath & Company (video-conference); Nick Neylon, Ramsey County Soil & Water Conservation Division (video-conference); Breanna Keith-Anoka Conservation District (video-conference)

Visitors via (video-conference): 2nd Vice-Pres. Steve Wagamon

President Bradley noted that Manager Wagamon was not able to physically make it to the meeting and would be following along on-line, but would not be voting, participating, since he was not present in the chambers.

SETTING OF THE AGENDA

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

READING OF THE MINUTES AND THEIR APPROVAL

Minutes of the March 27, 2024, Board of Managers Regular Meeting. Motion by Manager Robertson, seconded by Manager Weinandt, to approve the minutes as presented. Motion carried 4-0.

36

37 **CONSENT AGENDA**

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

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

41 No.	41 Applicant	41 Location	41 Plan Type	41 Recommendation
42 18-051	42 Richard DeFoe	42 Centerville	42 Final Site Drainage Plan	42 Post-Issued Amended 43 CAPROC 2 items
45 24-010	45 Capital Trust 46 Development, LLC	45 Blaine	45 Final Site Drainage 46 Land Development 47 Floodplain Alteration	45 CAPROC 11 items
49 24-012	49 CS Adren Hills, LLC	49 Arden Hills	49 Final Site Drainage	49 CAPROC 5 items

50

51 ***It was moved by Manager Waller and seconded by Manager Robertson, to approve the consent agenda***
 52 ***as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and***
 53 ***Recommendations, dated April 2, 2024. Motion carried 4-0.***

54

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

55 No.	55 Applicant	55 Location	55 Project Type	55 Eligible Cost	55 Pollutant Reduction	55 Funding Recommendation
56 A24-01	56 Mary Coffey	56 Lino Lakes	56 Shoreline Stabilization & Restoration	56 \$6,785.00	56 Volume: 100% 56 TSS: 100% 56 TP: 100%	56 25% cost share of \$7,500 not to exceed 50%; or \$7,500 whichever cost is lower
57 R24-03	57 Jan Krentz	57 White Bear Lake	57 Shoreline Stabilization & Restoration	57 \$41,173.63	57 Volume: 67.9% 57 TSS: 99.8% 57 TP: 78.7%	57 50% cost share of \$7,500 not to exceed 50%; or \$7,500 whichever cost is lower
58 R24-04	58 Presbyterian Church of the Way	58 Shoreview	58 Raingardens	58 \$178,259.00	58 Volume: 63% 58 TSS: 63% 58 TP: 63%	58 \$20,000.00 cost-share of eligible project costs

56

57 Outreach & Grant Technician Nelson reviewed the Water Quality Grant Program Cost Share applications
 58 for consideration.

59

60 Manager Weinandt asked why some cost share amounts were at \$7,500 and others were at \$20,000.

61

62 Outreach & Grant Technician Nelson explained that the rain garden at the Presbyterian Church of the Way
63 is a larger project and consists of a treatment train of three large rain gardens. She noted that staff and
64 Ramsey SWCD met to discuss the project and felt it was very beneficial for water quality and flood
65 management and came to a consensus, along with the CAC, to offer a higher grant amount.

66

67 President Bradley stated that the District has done this sort of thing before, particularly at churches.

68

69 District Administer Tomczik noted that Manager Wagamon was in attendance at the CAC meeting.

70

71 ***It was moved by Manager Weinandt and seconded by Manager Robertson, to approve the Water Quality***
72 ***Grant consent agenda as outlined in the above table, in accordance with RCWD Staff's Recommendation***
73 ***based on established program guidelines, dated April 4, 2024. Motion carried 4-0.***

74 **OPEN MIC/PUBLIC COMMENT**

75 None.

76 **ITEMS REQUIRING BOARD ACTION**

77 **1. 2023 District Financial Reports and Audit**

78 Manager Weinandt stated that at the beginning of April, District staff and herself met with Redpath
79 and Associates to review the draft 2023 Financial Report which was included in the meeting packet.
80 She stated that they issued a clean opinion and additional information within the audit was
81 information on their investments and Fund 99 for future projects. She stated that they also talked
82 about the Centerville project as well as the bonding efforts. She noted that Megan Hansen from
83 Redpath and Associates is on-line if the Board had any questions.

84

85 Manager Waller clarified that when Manager Weinandt mentioned the bonding efforts, she was
86 referring to the State bonding program and not the District bonding. He asked District
87 Administrator Tomczik to go to note #7 in the audit report related to the defined pension program
88 and asked him to take some time to review it with staff, understand how it works, and to make sure
89 the money is there when it is needed.

90

91 Manager Weinandt stated that they did spend a large chunk of their time, while reviewing the audit,
92 on the pension program to make sure that they were solid in their contributions.

93

94 Manager Waller clarified that he was not just concerned about the current contributions but making
95 sure that the actuary table is provided for down the line so when the time comes for the obligation
96 to be paid out, it is there.

97

98 President Bradley stated that he agreed that this is an important issue, but the District cannot
99 control how much is put in or how much the employees take out but agreed that it was important
100 for the employees to understand this program.

101
102 District Administrator Tomczik recognized the points being made by Manager Waller and President
103 Bradley and agreed that the long-term viability and solvency of the pension program is a long-term
104 effort and one that interested parties should pay attention to. He noted that staff had handed out
105 and made available a new memo for the agenda item. District Administrator Tomczik for the record
106 stated the packet includes a letter communication from the auditors, packet page 68, of professional
107 standards identifying what the audit is about and what it is not about. He referenced page 140 of
108 the packet and the 'Report on Internal Control', noted that the auditors did not find any deficiency
109 in the District's internal control that they would consider a material weakness. He referenced page
110 142 of the packet and the 'Minnesota Legal Compliance Report', stated that this letter's statement
111 that nothing came to the attention of the auditor that caused them to believe that the District had
112 failed to comply with the various provisions of state statute that they are obligated to follow.

113
114 Manager Weinandt stated that there is such a smooth process of completing the audit because
115 every day, throughout the year, Office Manager Stasica handles the financial information. She
116 reminded the Board that Megan Hansen, Redpath & Associates was on-line if the Board had any
117 questions for her.

118
119 District Administrator Tomczik stated that he felt it was important to point out that Redpath &
120 Associates has two different divisions, one that the District deals with daily accounting and the other
121 division is the auditor and noted that the two sides do not interface.

122
123 Manager Wagamon stated that he knows that Manager Weinandt is on top of this issue, but wanted
124 to back her up, as the ex-Treasurer. He stated that he agreed with what both Manager Waller and
125 Manager Weinandt stated and noted that he does think that they are looking at this very closely.

126
127 ***Motion by Manager Weinandt, seconded by Manager Waller, to accept and authorize the filing***
128 ***of the Rice Creek Watershed District 2023 Annual Financial Report and Audit. Motion carried 4-***
129 ***0.***

130
131 **2. Check Register Dated April 10, 2024, in the Amount of \$83,647.20 April 10, 2024, in the Amount**
132 **of \$83,647.20 Prepared by Redpath and Company**

133
134 ***Motion by Manager Weinandt, seconded by Manager Robertson, to approve check register dated***
135 ***April 10, 2024, in the Amount of \$83,647.20 Prepared by Redpath and Company. Motion carried***
136 ***4-0.***

137

138 **ITEMS FOR DISCUSSION AND INFORMATION**

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

140 District Engineer Otterness noted that RCD4 repair efforts are out for bids and were currently being
141 advertised. He stated that he expects that they will be coming to the Board sometime in May for
142 consideration of the bids.

143

144 **2. Administrator Updates**

145 District Administrator Tomczik expressed his appreciation to Houston Engineering for their work on
146 behalf of the District at Houston Engineering's expense, to apply for grants on behalf of the District
147 for investigation on storage opportunities along JD 2 and for the Jones Lake flood mitigation project.
148 He stated that HF #4944 was introduced at the Capital Investment Committee, and he was able to
149 speak about the need and urgency. He explained that they had sent a thank you as well as a
150 clarifying point on the phasing and staging of the overall project to the Committee. He stated that
151 open district positions have been posted and some cost will be incurred in order to get them on
152 some platforms that are most productive. He noted that staff has discovered that there is a
153 conflict with the proposed date of May 8, 2024, for the RCD 1 public information meeting, and are
154 now scheduling the meeting for May 15, 2024 at 7:00 p.m.

155

156 **3. Managers Update**

157 Manager Waller asked if Houston Engineering had been in contact with Hugo and Forest Lake
158 regarding the grant application related to JD2.

159

160 District Engineer Otterness stated that if they are successful in being awarded the grant, they will
161 be doing coordination with those cities to talk about the results and finding out what the benefit
162 would be in each of those individual areas.

163

164 Manager Waller stated that he hopes that there is no intention of placing the storage facilities in
165 the right-of-way of the ditch and that they would be off to the side and separate.

166

167 District Engineer Otterness explained that the intent is to be investigating off-channel storage.

168

169 Manager Waller stated that he understands the District has had problems in the past with in-channel
170 storage.

171

172 District Engineer Otterness clarified that there have been situations where in channel storage has
173 been utilized successfully and others where it has been problematic and explained that it really
174 depends on the situation.

175

176 Manager Waller stated that he had attended the Washington County Consortium and felt that there
177 was a very interesting presentation given by the school district. He stated that at the Woodbury
178 school campuses, they have created a program, in coordination with the City of Woodbury, to begin

179 storing stormwater on what used to be called 'wetlands' and have turned into scientific labs for the
180 students. He noted that at the last meeting the Board passed a resolution about working on the
181 technical revisions of the rules and the ones they are most interested in were C, D, E, and F. He
182 stated that as they take a look at these rules, the first thing he would like to know is how many of
183 the District's 28 cities already have a rule for stormwater management, erosion sediment control,
184 floodplain alteration, and wetland alteration. He explained that the reason he wants the answers to
185 those questions is because he believes that the District does not have the obligation to provide a
186 rule if a rule is already in place.

187
188 District Administrator Tomczik stated that staff will review and offer its inventory of the information
189 Manager Waller was interested in from the member cities. He noted that the State has cast a
190 broad net so many of the MS4 permit District obligations are also those that the municipalities are
191 held to. He stated that the District exists within the defined hydrologic boundary to set a standard
192 by which the entire area is successful, so piece meal approach by the political entities can be
193 problematic for a unified solution. He stated that he did think it would be good for the District to
194 review and know what all is in place.

195
196 Manager Waller explained that he was a strong believer in having some structure, which comes from
197 the State, and then having some flexibility to the communities with their individual rules because
198 sometimes 'one size does not fit all'. He noted that he felt it was important to recognize that the
199 cities have the flexibility to make their own rules and that the District respects them.

200
201 President Bradley agreed that the Board should have a full understanding of the responsibilities of
202 everyone involved in this process.

203
204 Manager Waller stated that he also did not want to see duplication. He reiterated that the District
205 only needed to have a rule in place in the absence of a rule from the cities.

206
207 District Attorney Smith stated that he thinks there is a distinction between the legal framework and
208 policy preferences that the Board may have. He explained that under the Watershed Planning
209 Law, the District is obligated to develop a Comprehensive Plan and set standards for the whole
210 watershed from which local units of government can adopt the equivalent of those standards or be
211 more restrictive and can seek to take over the enforcement role, but it is not the case that through
212 that planning process the District does not have responsibility if local communities have already
213 adopted some kind of water quality or quantity water resource control. He noted that the District,
214 as they develop their plan, could decide that they do not want to adopt aggressive standards and
215 could make the decision to leave the local standards to all local communities to adopt and take a
216 passive/hands-off approach, but explained that he was not sure that would be viewed as fulfilling
217 all of their planning responsibilities in the review process.

218
219 President Bradley asked what role BWSR would play in reviewing the rules.

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District Attorney Smith stated that in reviewing the plan, BWSR has approval authority and for the rules that are adopted to implement the standards within the plan, the role is advisory.

Manager Weinandt stated that tomorrow will be the Centerville public information meeting at the Wargo Nature Center at 5:00 p.m. She stated that on April 16, 2024 there will be the Metro MN Watershed meeting at Capital Region at 7:00 p.m., in person, and noted that she plans to attend.

President Bradley stated that he will attend the Centerville public information meeting but was not sure if he would be able to attend the Metro MN Watershed meeting. He stated that he felt that District Administrator Tomczik did a superb job presenting the District’s request for money before the legislature and noted that he actually thought he gave one of the best presentations overall. He noted that the Board had held a workshop meeting earlier in the week and Tom Schmidt, in his new role, came and gave a nice presentation.

Manager Wagamon thanked District Administrator Tomczik for mentioning that he had been in attendance at the CAC meeting and explained that he felt that they had a thorough discussion and spent most of their time discussing the Water Quality Grant program applications. He congratulated Tom Schmidt for his new position within the District.

ADJOURNMENT

***Motion by Manager Waller, seconded by Manager Weinandt, to adjourn the meeting at 9:36 a.m.
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
24-015	Fiji Cube, LLC	Lino Lakes	Final Site Drainage Plan	CAPROC 7 items
24-017	City of Forest Lake	Forest Lake	Final Site Drainage	CAPROC 4 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 April 16, 2024.

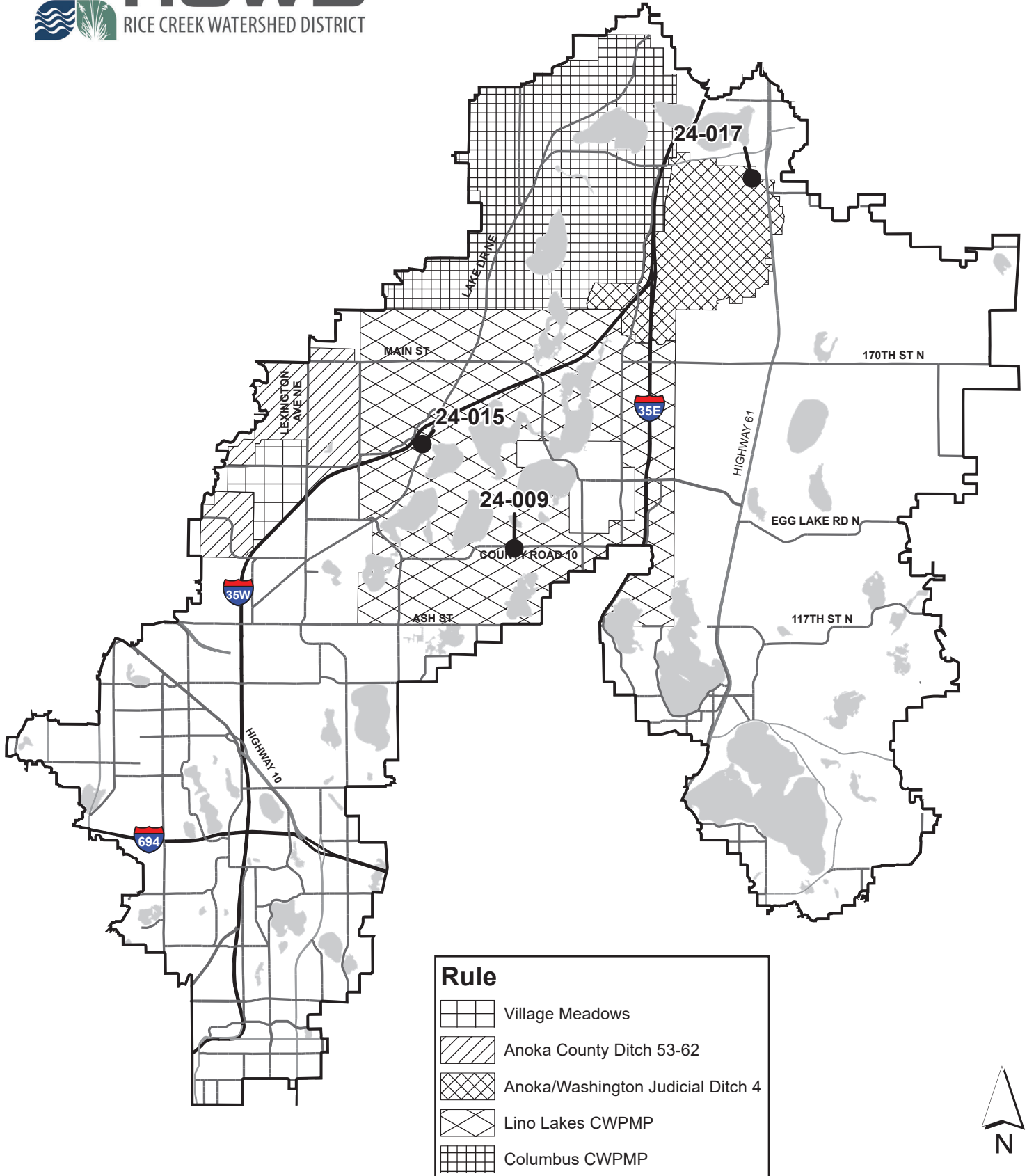
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**

April 24, 2024

It was moved by _____ and seconded by _____
_____ to Approve, Conditionally Approve Pending Receipt
Of Changes, or Deny, the Permit Application noted in the following Table of Contents, in
accordance with the District Engineer’s Findings and Recommendations, as contained in
the Engineer’s Findings and Recommendations, as contained in the Engineer’s Reports
dated April 16, 2024.

TABLE OF CONTENTS

Permit Application Number	Applicant	Page	Recommendation
	Permit Location Map	15	
24-015	Fiji Cube, LLC	16	CAPROC 7 items
24-017	City of Forest Lake	22	CAPROC 4 items





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

Permit Application Number:

24-015

Permit Application Name:

Fiji Cube

Applicant/Landowner:

Fiji Cube, LLC
Attn: Wei Leong Cheong
8832 W. 35W Service Dr NE
Blaine, MN 55449
will.c@fijicube.com

Permit Contact:

Rehder Associates, Inc.
Attn: Nick Adam
3440 Federal Drive STE 110
Eagan, MN 55122
Ph: 651-337-6729
Fx: 651-452-9797
nadam@rehder.com

Project Name: Fiji Cube

Purpose: FSD – Final Site Drainage; Construction of a new building and associated site improvements.

Site Size: 3.76± acre parcel / 3.54± acres of disturbed area; existing and proposed impervious areas are 0.0 ± acres and 2.12 ± acres, respectively

Location: 440 Park Court, Lino Lakes

T-R-S: SW ¼, Section 17, T31N, R22W

District Rule: C, D

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:
 - (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
 - (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).
 - (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.
3. The applicant must pay the deferred Water Management District Charges associated with this parcel. These charges were previously noticed to the landowner in conjunction with a public hearing which established the charges to be due upon development or redevelopment of the parcel. The charges are subject to change during the 12-month CAPROC term of this permit application. Therefore, the

applicant must contact the District prior to submitting final payment to verify the amount to be paid to the District.

PID: 173122320009
Amount: \$210.95
RCWD Fund: 80-04 (10-22-32)

4. Submit a copy of the recorded plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City of Lino Lakes).
5. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
6. The applicant must provide an attested copy of any and all signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
7. The applicant must submit a surety of \$6,700 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The applicant must provide the first \$5000 in the form of a check and has the option of providing the remainder of the surety amount in the form of a check or a Performance Bond or Letter of Credit. The surety is based on \$2,500 for 3.54 acres of disturbance and \$4,200 for 8,465 CF of storm water treatment.

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

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

Exhibits:

1. Plan set containing 3 sheets dated and received 3-13-2024.
2. Two separate sheets (Landscape Plan and Site Plan) dated 3-8-2024 and received 3-13-2024.
3. Permit application, dated and received 3-14-2024.
4. Stormwater Calculations, dated and received 3-13-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
5. Permit file 03-066

Findings:

1. Description – The project proposes to construct a building and associated site improvements on a 3.76± acre parcel located in Lino Lakes. The project will increase the impervious area from 0.0± acres to 2.12± acres and disturb 3.54± acres overall. The drainage patterns will remain the same as existing conditions drain north to the proposed infiltration basin which outlets into an offsite basin located west of the site and finally to ACD 10-22-32 Main Trunk and Marshan Lake the Resource of Concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.

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

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Infiltration Basin	North of building	Sumps in CB 2 and CB 5	22,763± cubic feet below the outlet	895.6

Soils on site are primarily HSG B consisting of silty sands (SM). Infiltration is considered feasible and used to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 1.1-inches over the new/reconstructed area (2.12± acres) for a total requirement of 8,465± cubic feet.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 0.45 inches per hour. The seasonal high water table is estimated at elevation 890, which provides a minimum of three feet of separation. The project is not located within a DWSM area. The applicant has treated 95% of the project area. Additional TSS removal is not practicable. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(a).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Discharge from proposed site	0.3	0.1	0.5	0.4	2.7	1.1

The project is not located within the Flood Management Zone. The project is part of a stormwater management plan submitted under permit 03-066. The existing rate are the allotted rates from the site under the plan. The applicant has demonstrated that the proposed rates are less than the allotted rates, which demonstrates compliance with the rate control requirements of 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 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 is within 1 mile of Marshan Lake which is impaired for nutrients.
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations –Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).
9. Previous Permit Information – Permit file 03-066 contains the original stormwater plan for the site. Pre-application information can be found under Review file 22-132R.

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

 4-16-2024

Rachel Glatt, 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.

 04/16/2024

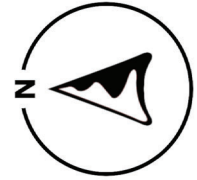
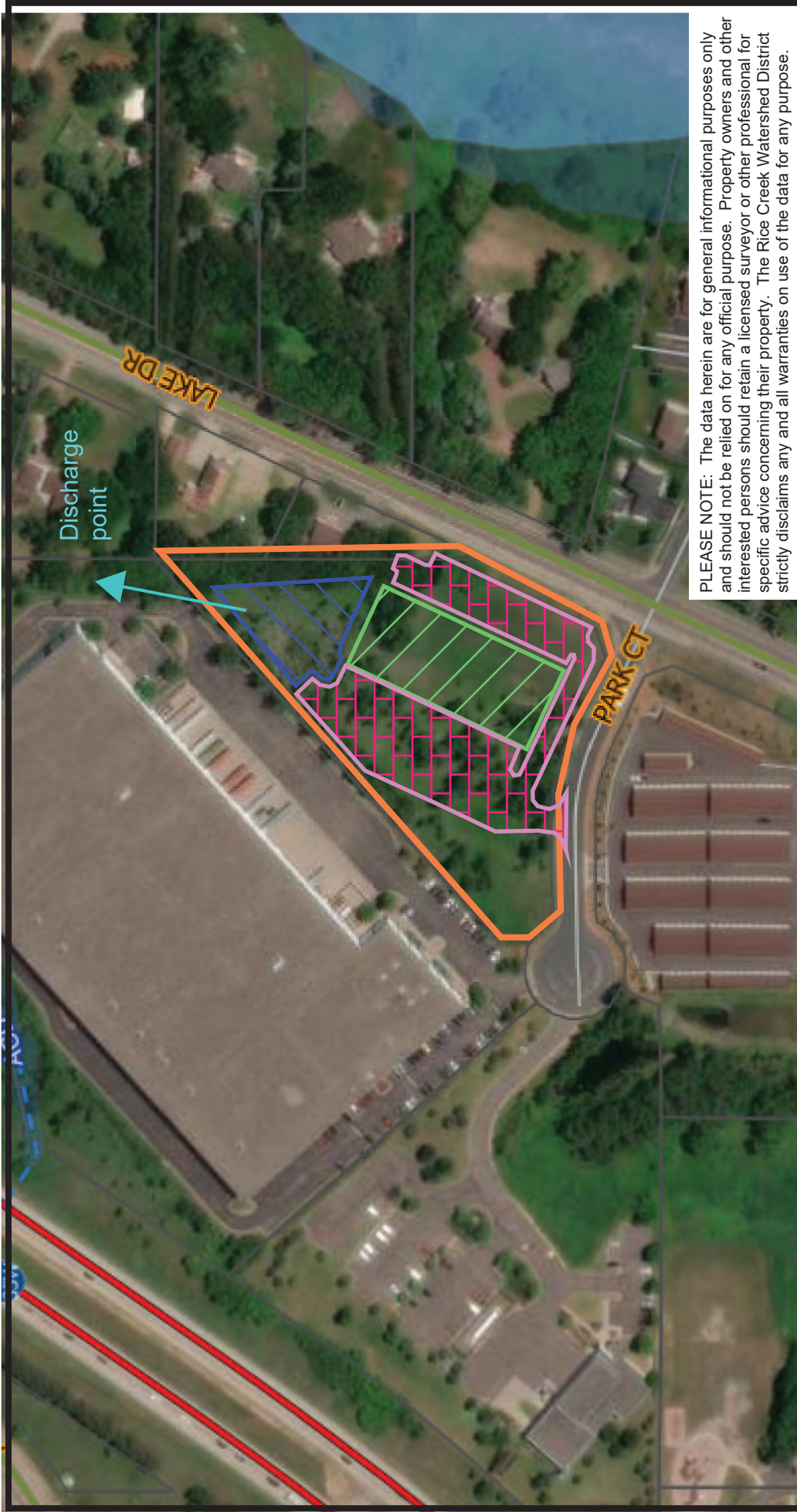
Katherine MacDonald, MN Reg. No 44590



Legend



- - - - - Public Ditch - Open Channel
- / / / / / Project Location



Legend

-  Building
-  Parking Lot
-  Project Location
-  Infiltration Basin
-  Drainage Arrow



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

Permit Application Number: 24-017
Permit Application Name: Forest Lake Airport Taxiway A3 and Taxi Lane Bravo Extension

Applicant/Landowner:

City of Forest Lake
Attn: Dave Adams
1408 Lake Street South
Forest Lake, MN 55025
Ph: 651-209-9750
Fx: (651) 636-1311
dave.adams@ci.forest-lake.mn.us

Permit Contact:

Bolton Menk
Attn: Paul Strong
111 Washington Ave S Suite 650
Minneapolis, MN 55401
Ph: 612-416-0220
Fx:
paul.strong@bolton-menk.com

Project Name: Forest Lake Airport Taxiway A3 and Taxi Lane Bravo Extension

Purpose: FSD – Final Site Drainage; Construction of 4 additional hangars, treatment of an existing unpermitted hangar, and taxiway extension.

Site Size: 141.8± acre parcel / 3.0 ± acres of disturbed area; existing and proposed impervious areas within the project area are 1.79 ± acres and 3.65 ± acres, respectively

Location: Forest Lake Municipal Airport, Forest Lake, MN

T-R-S: W 1/2, Section 20, T32N, R21W

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.
 - (f) Clear identification of all permanent erosion control measures such as outfall spillways and riprap shoreline protection, and their locations. Applicant to evaluate whether stabilization is necessary at the discharge points of the drain tile.
 - (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. Final plans must include the following:
 - Ensure the datum is labeled.
4. A public permittee may meet the perpetual stormwater maintenance obligation by executing a programmatic or project-specific maintenance agreement with the District. A draft document should be submitted to the District for consideration prior to execution. (The agreement process requires submittal of the final original signed agreement to the District. If the applicant needs an original of the signed agreement, then two endorsed final agreements should be submitted.).

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

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

Exhibits:

1. Plan set containing 20 sheets dated 4-08-2024 and received 4-11-2024.
2. Permit application, dated 3-15-2024 and received 3-15-2024.
3. Stormwater Calculations, dated 4-11-2024 and received 4-11-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
4. Stormwater Calculations, dated 4-05-2024 and received 4-05-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
5. Stormwater Calculations, dated 3-15-2024 and received 3-15-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.

Findings:

1. Description – The project proposes to construct four additional airplane hangars and provide treatment for an existing hangar and taxiway extension on a 141.8± acre parcel located in Forest Lake, MN. The project will increase the impervious area from 1.8± acres to 3.7± acres and disturb 3.0± acres overall. Drainage patterns generally do not change. The ditch running northwest parallel to the runway is now captured in the biofiltration basins on the northwest project area and discharges to the wetland. The applicant is a public entity and therefore is not charged an application fee.
2. Stormwater – The applicant is proposing the BMPs as described below for the project:

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Biofiltration Basin West (5P)	Northwest project area	Grass strip	7,920± cubic feet below the outlet	924.5±
Biofiltration Basin East (7P)	Northeast project area	Grass strip	3,776± cubic feet below the outlet	923.8±
Biofiltration Basin South (6P)	Southwest project area	Grass strip	10,118± cubic feet below the outlet	923.8±

Soils on site are a mix HSG B/C/D consisting of sandy silt (ML), silty sand (SM), and sandy lean clay (CL). Soils are not adequate to support infiltration and bio-filtration is acceptable to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 1.69-inches over the new/reconstructed area (1.96± acres) for a total requirement of 12,163± cubic feet.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 0.8 or 1.6 inches per hour depending on BMP. A minimum of 12-inches of sand has been provided above the drain tile. The seasonal high water table is estimated at elevation 920, which provides adequate separation. 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(c).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
North wetland	4.8	4.0	9.3	7.3	19.5	14.0
Drainage Ditch running parallel to runway northwest	2.1	0.0	4.2	0.0	8.8	0.0
Southwest	7.8	2.8	14.2	10.8	28.3	24.9
Totals	14.7	6.8	28.0	18.1	56.6	38.9

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 are located on the project site, but an updated wetland delineation was not requested by RCWD. The Forest Lake Airport underwent a redevelopment and expansion under RCWD permit #07-019. This permit included permanent wetland impact and a wetland replacement plan including on-site mitigation. The new proposed work will be outside of previously delineated wetland areas and not encroach into the on-site replacement areas.

The project area is located within the Anoka/Washington Judicial Ditch 4 CWPMP boundary and is subject to Wetland Management Corridor (WMC) requirements through C.10(d). However, there is no WMC on site.

4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence, biologs, rock construction entrances, and inlet protection. The project disturbs more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheets 10-11. 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 Clear Lake which is impaired for nutrients.
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must execute an agreement with the RCWD for the maintenance of the stormwater facilities.
9. Previous Permit Information – Review file 24-040R contains pre-application information. Permit files 07-019, 16-063 containing previous permit information.

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

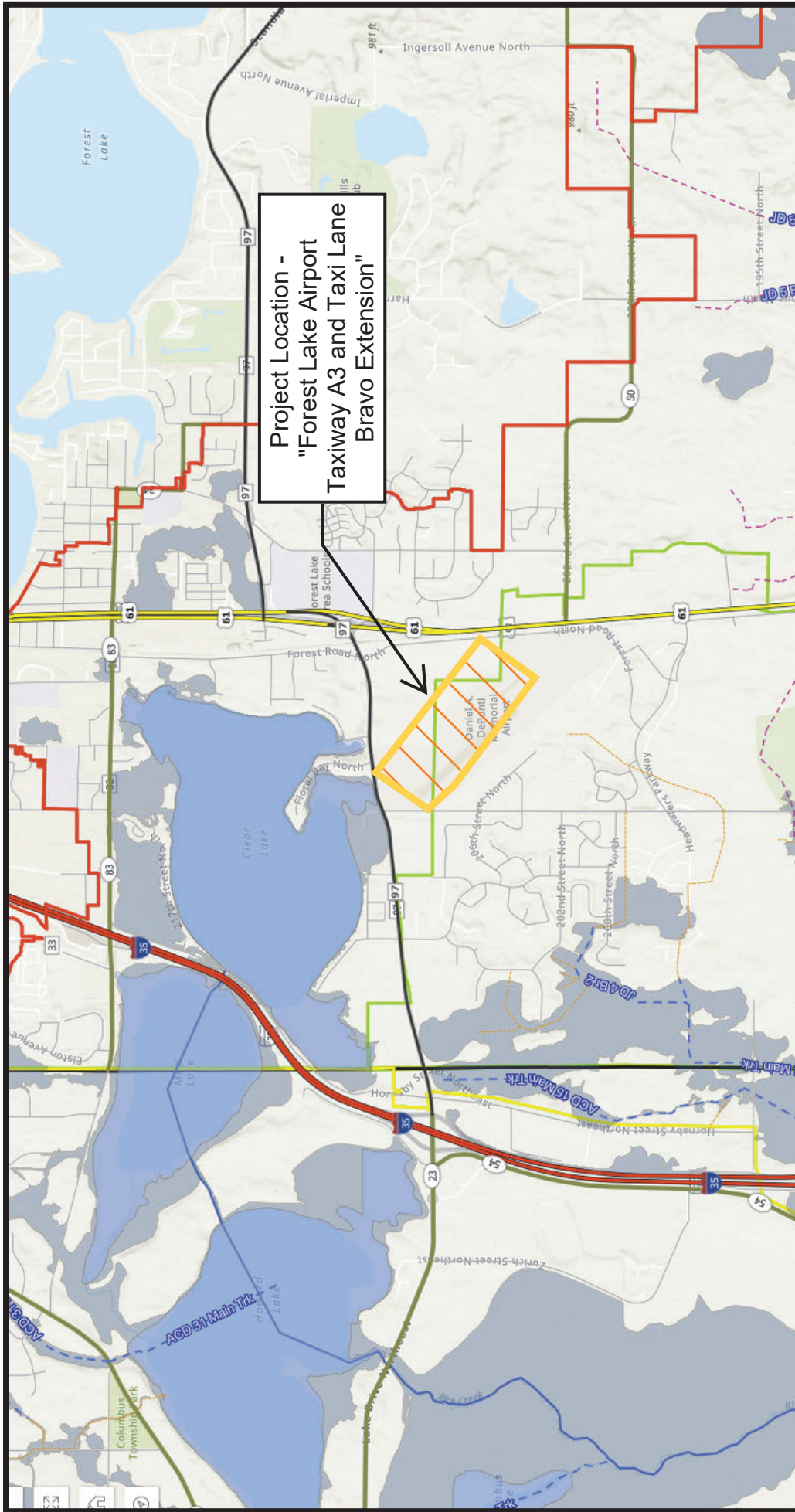
 04/16/2024

Nathaniel Baeumler

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.

 04/16/2024

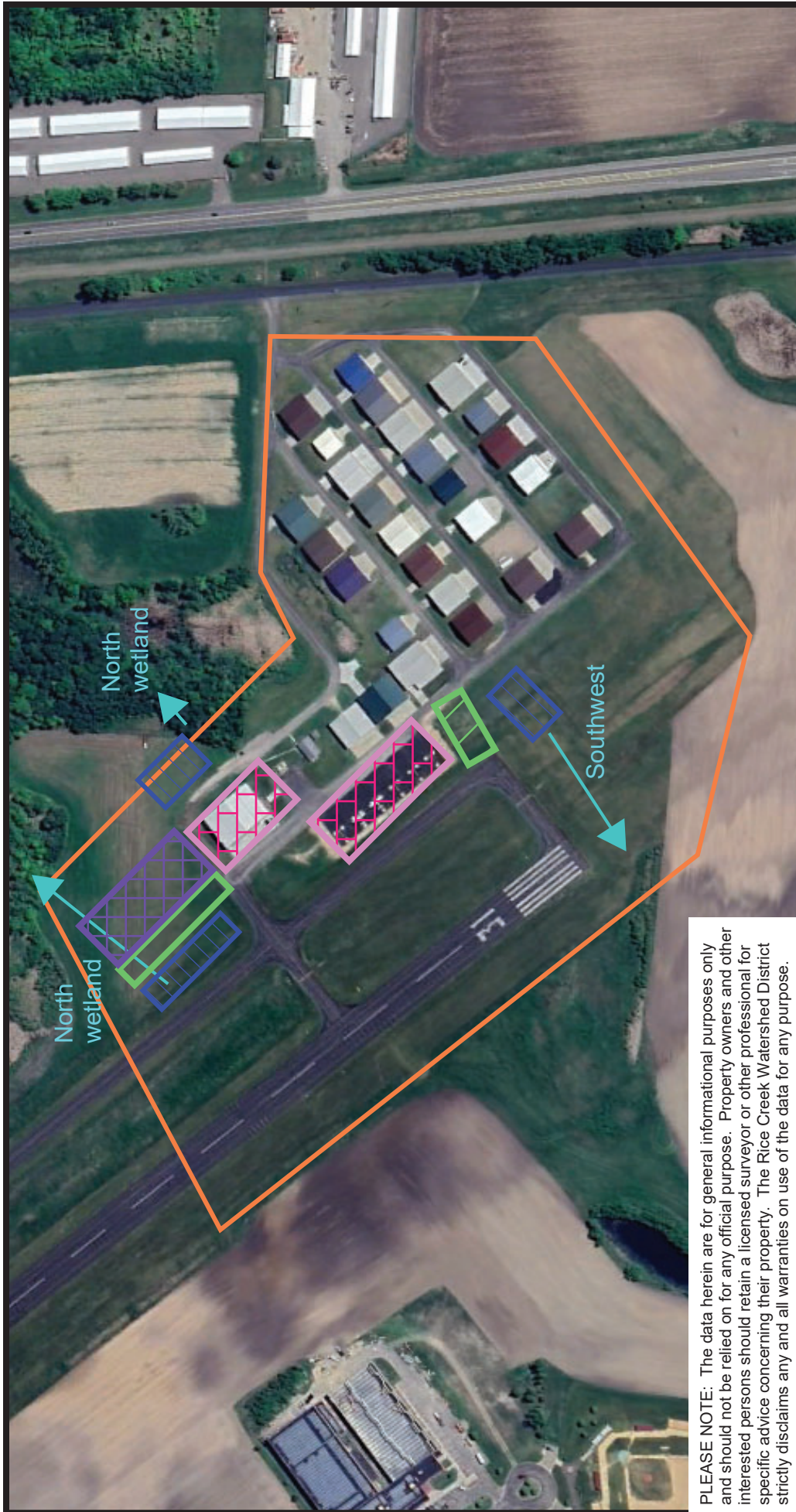
Katherine MacDonald, MN Reg. No 44590



Legend







-  District Boundary
-  Public Ditch - Open Channel
-  Public Ditch - Tile
-  Project Location
-  Public Ditch - Municipal
-  Anoka/Washington Judicial Ditch 4
-  Public Waterway
-  Private Ditch

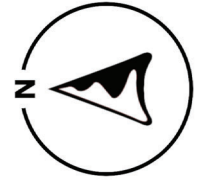




PLEASE NOTE: The data herein are for general informational purposes only and should not be relied on for any official purpose. Property owners and other interested persons should retain a licensed surveyor or other professional for specific advice concerning their property. The Rice Creek Watershed District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

Legend

-  Hangar Addition
-  Runway Addition
-  Bifiltration
-  Unpermitted Impervious
-  Project Location
-  Drainage Arrow



PERMIT APPLICATIONS REQUIRING BOARD ACTION (PATRICK HUGHES)

No.	Applicant	Location	Plan Type	Recommendation
24-009	City of Lino Lakes	Lino Lakes	Final Site Drainage Plan Floodplain Alteration	VARIANCE REQUEST CAPROC 10 items

Two Actions:

Variance Request

It was moved by Manager _____ and seconded by Manager _____, to Approve/Deny the Variance request for variance application 24-009 as outlined in accordance with RCWD District Engineer's Variance Technical memorandum, dated April 17, 2024.

Permit Application

It was moved by Manager _____ and seconded by Manager _____, to Approve/Deny permit 23-009 as outlined in the RCWD District Engineer's Findings and Recommendations, dated April 17, 2024.



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

Permit Application Number:

24-009

Permit Application Name:

Lino Lakes Water Treatment Plant

Applicant/Landowner:

City of Lino Lakes
Attn: Micheal Grochala
600 Town Center Parkway
Lino Lakes, MN 55014-1182
Ph: 651-982-2427
Fx: 651-982-2427
mgrochala@linolakes.us

Alwin LaMotte
6497 12th Ave S
Hugo, MN 55038

Permit Contact:

WSB and Associates, Inc.
Attn: Henry Meeker
701 Xenia Ave S STE 300
Minneapolis, MN 55416
Ph: 612-258-8157
hmeeker@wsbeng.com

City of Lino Lakes
Attn: Diane Hankee
600 Town Center Parkway
Lino Lakes, MN 55014
Ph: 651-982-2430
Fx: 651-982-2499
dhankee@linolakes.us

Project Name: Lino Lakes Water Treatment Plant

Purpose: After-the-fact subdivision of land exceeding an acre. FSD – Final Site Drainage, FA – Floodplain Alteration; Construction of new municipal water treatment plant. Major improvements include two buildings, installation of new water main, parking area, and a biofiltration basin. Variance from Rule C.10(b) and (d) requested for the 29.5-acre remainder parcel.

Site Size: Subdivided parcel is 35.4 acres. Project site is 5.89± acre parcel / 2.82 ± acres of disturbed area; existing and proposed impervious areas are 0.05± acres and 0.93 ± acres, respectively

Location: 6590 12th Ave, Lino Lakes, MN

T-R-S: SE ¼, Section 28, T31N, R22W

District Rule: C, D, E, I and Lino Lakes 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 D – Erosion and Sediment Control

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

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

- (f) Clear identification of all permanent erosion control measures such as outfall spillways and riprap shoreline protection, and their locations. Applicant must show permanent stabilization from outfall to wetland.
- (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

Rule F – Wetland Alteration (conditions 2 through 5 applicable to subdivided parcel or, if Board of Managers has granted variance, to project site only).

- 2. Applicant must provide shape file of wetland boundaries; a condition of approval of the type and boundary delineation.
- 3. 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.
- 4. 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.
- 5. The applicant must provide a buffer signage plan including proposed signage and placement location for District consideration.

Rule I – Drainage Systems (condition 6 applicable to subdivided parcel or, if Board of Managers has granted variance, to project site only).

- 6. Applicant must provide an easement that includes the channel and the area on each side of the channel within 20 feet of top of bank specifying and encompassing a District right of maintenance access for the public drainage system. Wherever work occurs within the easement a maintenance pathway must be provided along the top of ditch bank (20-foot width, no more that 10% sideslope (perpendicular to the ditch), no more than 5:1 longitudinal slope (parallel to the ditch)).
- 7. Applicant must submit a copy of the final dewatering plan. Applicable is discharge is within 200-feet of the public drainage system.

Administrative

- 8. Submit the permit application with the signature of the successful bidder to the District.
- 9. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Final plans must include the following:
 - Ensure the drain tile under the biofiltration basin is drawn and labeled.
- 10. 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 (stipulation 3 applicable to subdivided parcel or, if Board of Managers has granted variance, to project site only):

- 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. The applicant must submit a record drawing of the installed subsurface utility crossing.
3. 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 sheet, dated 4-15-2024 and received 4-15-2024, containing updated watermain alignment.
2. Updated plan set containing 22 sheets dated 3-29-2024 and received 4-04-2024.
3. Plan set containing 13 sheets dated 3-29-2024 and received 4-04-2024.
4. Permit application, dated 2-27-2024 and received 2-29-2024.
5. Updated Stormwater Calculations, dated 4-4-2024 and received 4-4-2024, containing narrative and HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
6. Stormwater Calculations, dated 2-27-2024 and received 3-15-2024, containing narrative, drainage maps, soil borings, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
7. Variance narrative, dated 2-29-2024 and received 2-29-2024
8. Updated Wetland Buffer Exhibit, dated 4-11-2024 and received 4-11-2024.
9. Wetland Buffer Exhibit, dated 3-20-2024 and received 3-21-2024
10. Wetland Delineation Report, dated 10-06-2022 and received 2-29-2024
11. Review file 22-246R

Findings:

1. Description – The permit application covers both the after the fact subdivision of a 35.4-acre parcel into a 5.9-acre parcel and a 29.5-acre remainder parcel, and construction on the smaller parcel of a new municipal water treatment plant that includes new watermain installation, buildings, parking area and a BMP located in Lino Lakes. applicant is requesting a variance from rule C.10 easement requirements for the remainder parcel being retained by co-applicant LaMotte. LaMotte will have no role in the City’s development on its parcel. Upon LaMotte’s and the City’s request and the fulfillment of any conditions or stipulations pertaining to the remainder parcel (if any), the District Administrator will amend the permit to delete LaMotte as a co-permittee. The project will increase the impervious area from 0.0± acres to 0.93± acres and disturb 2.82± acres overall. The project stormwater will drain west towards the proposed biofiltration basin before discharging offsite to Anoka County Ditch (ACD) 25. ACD 25 discharges to Wards Lake, the Resource of Concern. 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
Surface biofiltration basin	Directly west of proposed building	Sedimentation basin	7,144± cubic feet below the outlet	890.50

Soils on site are primarily HSG D consisting of clayey sands (SC). Thus, infiltration is not considered feasible and bio-filtration is acceptable to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 1.69-inches over the new/reconstructed area (0.93± acres) for a total requirement of 5,726 ± cubic feet.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 1.0 inches per hour. 12-inches of sand has been provided above the drain tile. The seasonal high-water table is estimated at elevation 885.5 based on the wetland edge, which provides adequate separation. 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(c).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
West towards ACD 25	3.2	1.3	6.3	5.5	13.2	10.3
Totals	3.2	1.3	6.3	5.5	13.2	10.3

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

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

3. Wetlands – Wetlands were delineated under review file 22-246R.A boundary decision was issued on 10-18-2022 and remains valid at the time of this application. The project will not impact any wetlands.

The project area is located within the Lino Lakes CWPMP boundary and is subject to Wetland Management Corridor (WMC) requirements through C.10(d). The project does not include wetland impacts; therefore, the applicant may accept the Preliminary WMC boundary as made more precise by the use of landscape-scale delineation methods per F.6(b)(2)(iii). Applicants request a variance from this requirement, as well as the declaration and easement requirements stated in the following paragraphs, for the remainder parcel that was involved in the property subdivision, which is owned by a co-applicant LaMotte.

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

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

4. Floodplain – The regulatory floodplain on site is at elevation of 887.1. The proposed fill volume is 90.7 cubic yards. The total fill volume is less than 100 cubic yards therefore mitigation is not required, and in compliance with rule E.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrance, inlet protection and rip rap. The project disturbs more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheets C-16, C-17, C-18 & C-19. 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 Reshanau, which is impaired for nutrients.

6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – The applicant is proposing a utility crossing below ACD 25 which has an ACSIC elevation of 883.33 (NAVD 88) in this location. The project proposes to install a 24” water main line crossing 4 feet below the existing culvert bottom. As the proposed crossing is not within the open ditch and since culvert is near the ACSIC grade, a separation of less than 5 feet between the utility and the ACSIC is acceptable. No change to the ditch or ditch bank is proposed. Otherwise, project complies with Rule I requirements.
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 – 22-246R Wetland delineation.

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

Belle Reeve 04/17/2024

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.

K. MacDonald 04/17/2024

Katherine MacDonald, MN Reg. No 44590

Technical Memorandum

To: Rice Creek Watershed District
Board of Managers

From: Kate MacDonald (PE)
Houston Engineering, Inc.

Through: Chris Otterness (PE)

Subject: Variance Request associated with RCWD #24-009

Date: April 17, 2024

Cc: Nick Tomczik, RCWD
Michael Grochala, City of Lino Lakes (Applicant)
Alwin LaMotte (Applicant)

INTRODUCTION

The City of Lino Lakes and Alwin LaMotte (landowner) submitted a written request for a variance from the Rice Creek Watershed District (RCWD). The request is for a variance from Rule C.2(a), which requires an easement as a result of a parcel subdivision larger than 1 acre. The applicant is requesting a variance on one of the two subdivided parcels from the public drainage and WMC easement requirements of C.10 (b) and C.10(d). The District Engineer evaluated the variance request per RCWD Rule L for Permit 24-009, as provided in the Request for Variance (Exhibit A) dated February 29, 2024, and received on February 29, 2024.

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

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

- (f) whether in light of all of the above factors, allowing the variance will serve the interests of justice.

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

PROJECT SUMMARY

The variance request is for an after-the-fact subdivision of a 35.4-acre parcel into two parcels (29.5± and 5.9± acres) which triggers Rule C.2(a) and thus the easement requirements of Rule C.10(b) and C.10(d). The parcel is located within the Lino Lakes CWPMP area and adjacent to ACD-25, requiring a Wetland Management Corridor (WMC) buffer and easement and a public drainage system easement (hereafter referred to as the easement requirements). The City of Lino Lakes purchased the 5.9± acre parcel (hereafter City parcel) and is proposing to construct a new municipal water treatment plant. As part of that permitting process, the City is proposing to place the required easements on the City parcel. The remaining 29.5-acre parcel (hereafter the LaMotte parcel) remains under the ownership of Alwin LaMotte. The City of Lino Lakes and Mr. LaMotte jointly request a variance from the easement requirements for the LaMotte parcel.

EVALUATION OF CRITERIA

Per practical difficulties criterion (a), the applicants are requesting that no easements be required for the LaMotte parcel at this time. The City parcel is being used for a public purpose and the proximity to the City's wells limits the City's options of sites. Following the rules would have complicated the subdivision process, which may have led the original owner to not sell the property. The LaMotte parcel will require the easements with future development of the parcel.

Per criterion (b), issuance of a variance for the Lino Lakes Water Treatment Plant project is not expected to increase the cost or difficulty of providing governmental services.

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

Resource Value designations; and 3) flooding, the potential for flood damages or other adverse hydrologic impacts.

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

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

Non-compliance with the easement requirements is not expected to affect above mentioned watershed resource criteria. No further wetland impacts are proposed for this project, and development of the LaMotte parcel will require full compliance with RCWD rules, including the easement requirements. The City parcel is proposing compliance with all District Rules including the easement requirements.

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

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

The proposed variance for the easement requirements will have no effect on flood elevations.

The proposed variance from the easement requirements will have a minimal effect on the adjacent wetland resources. The LaMotte parcel is not proposing any development, and the City parcel will comply with the easement requirements.

One of the potential concerns with granting the requested variance is the loss of wetland protection as a result of disturbance within the wetland buffer area before the buffer and easement protections are in place. Requiring the easements at the time of platting makes these restrictions of legal effect, and ensures that they are in place in advance of future development. The applicant speaks to this concern by noting future development of the LaMotte parcel will require a RCWD permit, which would

trigger the easement requirements under the present District rules. This is correct, presuming that the development proposes at least 10,000 square feet of impervious surface. There are currently no proposed wetland impacts or drainage system impacts. Due to these factors, deferral of these requirements will result in minimal additional risk compared to full compliance with C.10 at this time.

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

The subdivision of the parcel has already occurred and there is no economically feasible method to obtain an easement over a private parcel after land acquisition has been completed. The City of Lino Lake's had limited locations to build a drinking water facility and wanted to secure the location. The City has indicated that negotiations of the additional easements on a property not proposed for development would complicate the land acquisition process and potentially make it infeasible. The District Engineer finds the applicant's assessment to be reasonable.

Per criterion (e), we considered how the practical difficulty occurred, including whether the landowner created the need for the variance. The need for the variance is a result of four factors: 1) The presence of a wetland management corridor on the LaMotte parcel; 2) the presence of a public drainage system on the LaMotte parcel; 3) the lack of willingness of Mr. LaMotte to be subject to a new easement at this time; and 4) the City's need for a water treatment plant to be located on the City parcel. The City did not create the first three factors. The fourth factor is largely due to infrastructure needs and the suitability of the site for the proposed development, both of which the City has limited control over.

In consideration of criterion (f), some determination of whether in light of all of the above factors, allowing the variance will serve the interests of justice is necessary. This criterion lies largely in the Board's domain as it involves judgments of a non-technical nature. Our criterion for assessing this portion of the practical difficulties standard is the ability or inability of other permit applicants with similar site conditions to comply with the District's easement requirements. Other applicants have had the ability to feasibly meet these requirements. In nearly all of these cases, the easement requirement pertains to land that is part of the development or on property to be owned by the developer. It is important to note that this case involves private land that is being subdivided in order to provide a site needed by a public agency for public work, and not for the purpose of the property owner's own development intentions. In that regard, this site is unique.

EXHIBITS:

1. Variance request form dated 3-5-2024 and received 3-5-2024.

Memorandum

To: Rice Creek Watershed District (RCWD)

From: Diane Hankee, Lino Lakes City Engineer
Michael Grochala, Lino Lakes Community Development Director
Jon Christensen, WSB Engineering
Jake Newhall, WSB Engineering
Henry Meeker, WSB Engineering

Date: February 29, 2024

Re: Water Treatment Plant Parcel Subdivision Wetlands Variance
City of Lino Lakes, MN
Project 021336-000

As part of the Water Treatment Plant Project, the City of Lino Lakes is requesting a variance for RCWD's Rule C.10 and F.6 governing wetland buffers and easement requirements as a result of the parcel subdivision needed to complete the project exceeding 1 acre. Parcel acquisition processes for public purposes restrict the amount of land that is encumbered for the project.

RCWD Rule L governs variances and exceptions to watershed rules. The following sections address the factors of this variance process.

STANDARD

- (a) *Special conditions apply to the structures or lands under consideration that do not apply generally to other land or structures in the District.*

The land is being used for a public purpose, a Water Treatment Plant (WTP), and the proximity to the City's municipal wells significantly limits the City's options for sites.

- (b) *Because of the unique conditions of the property involved, undue hardship or practical difficulty to the applicant would result, as distinguished from mere inconvenience, if the strict letter of the rules were applied. Economic considerations alone do not constitute undue hardship or practical difficulty if any reasonable use of the property exists under the terms of the District's rules.*

The site proximity to the City's municipal wells and transmission lines means that alternative locations would greatly increase construction and long-term operational demands. Following the strict letter of the rules would have greatly complicated the parcel subdivision process with the original owner and may have barred the project. Acquisition of easements on private property that is not being developed would be outside the scope of the City's public purpose for the project, thereby leading to an argument that City lacked a public use or purpose for that type of taking, as required by statute and the Minnesota constitution. It would be an undue hardship to encumber the owner's land outside of the project area. Additionally, to the extent that eminent domain would arguably be required for the acquisition of these types of easements and buffer area, there is an argument that in this specific situation, there is no public use and purpose for the taking when factoring in the specific property interests to be taken and the generous naturally vegetated wetland buffer area that extends beyond the required 50' up to 200' through much of the site.

Additionally, the easement to be conveyed by the owner would be in favor of RCWD. Thus, to the extent there is a compensable taking, it would be very difficult for the City to make that showing, as RCWD is the benefiting party.

- (c) *The proposed activity for which the variance is sought will not adversely affect the public health, safety or welfare; will not create extraordinary public expense; and will not adversely affect water quality, water control or drainage in the District.*

This proposed variance has no active adverse impact on public or environmental health within the City and watershed; in fact, the remainder of the project will have a positive impact due to the proposed BMP and a generous naturally vegetated wetland buffer area that extends beyond the required 50' up to 200' through much of the site. The major impact of this variance is that the easement and buffer requirements set out by the letter of the rules will just be applied at a later point in development. As such, there is no anticipated extraordinary public expense.

Ultimately, be it through development of the remaining private parcel or a further subdivision, both RCWD and the matching City rules will require easement and buffer areas be dedicated over the large onsite wetlands. Land across the remaining private parcel is not proposed to be disturbed, meaning there will be no adverse effects on water or wetland quality from existing conditions.

On the subdivision, development will occur following RCWD design requirements, serving to advance water management and quality in the watershed by the rate control and treatment provided by the proposed BMP. The proposed site layout will provide an excess of buffer width and natural seeding, providing further benefit to natural resources over the current agricultural land use.

- (d) *The intent of the District's rules is met.*

The rules for which this variance is requested are generally intended to prevent a loophole wherein a large property could be subdivided into enough small parcels that would no longer be subject to many RCWD rules. This variance is not requested with that intent. The remaining 29.5 acres of privately held land will be held to RCWD and City requirements if or when it is developed in the future.

PRACTICAL DIFFICULTY

- (a) *How substantial the variation is from the rule provision*

With the variance, WMC area would go without easement or buffer dedication. However, the easement and buffer dedication will be required with future development of the parcel and there are no proposed wetland impacts.

- (b) *The effect of the variance on government services*

The variance will have an overwhelmingly positive impact on government services. It would allow a City project to continue with its public purpose as planned in providing improved and expanded drinking water services for its residents.

- (c) *Whether the variance will substantially change the character of watershed resources or be a substantial detriment to neighboring properties*

As discussed in the above narrative, there would be no appreciable change or detriment to watershed resources from this variance. No further wetland impacts would occur as a result of it and the same effective resource protection will be provided through the normal course of future development.

- (d) *Whether the practical difficulty can be alleviated by a technically and economically feasible method other than a variance*

As the subdivision has already occurred, there is no economically feasible method to obtain such a large easement over a private parcel after land acquisition negotiations and agreements have already been completed.

- (e) *How the practical difficulty occurred, including whether the landowner created the need for the variance*

The practical difficulty occurred as a consequence of the unique situation in which the subdivision occurred. The relatively uncommon and drawn-out process of a municipal entity purchasing private land outright made for a decoupling of the subdivision and development process. Typically, lots are subdivided by private entities with the intent to develop them quickly, often resulting in both occurring simultaneously. Therefore, watershed requirements are considered alongside the subdivision for more typical actions such as adding new impervious. However, due to the longer planning and funding scale at which municipalities operate, the subdivision had to happen long before there were sufficient plans to warrant approaching RCWD regarding stormwater management.

- (f) *In light of all of the above factors, whether allowing the variance will serve the interests of justice.*

The variance will allow for development of City infrastructure to continue and expand, providing current and future residents with improved drinking water. The City can continue to be more self-reliant on its own utility services rather than requiring resources from neighboring communities. The variance will also serve the interests of justice in that no material adverse impact will come to pass for the natural resources used and enjoyed by the residents and visitors to the watershed.

Exhibit A
Variance Request

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

Date: March 5, 2024 **Permit #** _____

Applicant: City of Lino Lakes

Address: 600 Town Center Parkway, Lino Lakes, MN 55014

Telephone number: 651-982-2499

Email: dhankee@linolakes.us

Property location and county property identification number:

6590 12th Ave, Lino Lakes, MN 55038, Anoka County Property ID: 28-31-22-41-0005

For all items below, attach additional sheets if necessary.

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

A B C D E F G H I J

2. Project description:

Construction of a new municipal water treatment plant. Major improvements include two buildings, a parking area, and a BMP.

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

The variance is requested for the easement and buffer requirements of RCWD Rule F.6, as originally triggered by Rule C.2(a). This variance seeks to avoid easement and buffer dedication of a portion of a subdivided parcel that is not being developed and remains under private ownership.

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

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

The site proximity to the City's municipal wells and transmission lines means that alternative locations would greatly increase construction and long-term operational demands. Following the strict letter of the rules would have greatly complicated the parcel subdivision process with the original owner and may have barred the project. Acquisition of easements on private property that is not being developed would be outside the scope of the City's public purpose for the project, thereby leading to an argument that City lacked a public use or purpose for that type of taking, as required by statute and the Minnesota constitution. It would be an undue hardship to encumber the owner's land outside of the project area. Additionally, to the extent that eminent domain would arguably be required for the acquisition of these types of easements and buffer area, there is an argument that in this specific situation, there is no public use and purpose for the taking when factoring in the specific property interests to be taken and the generous naturally vegetated area that extends beyond the buffer extents through much of the site. Additionally, the easement to be conveyed by the owner would be in favor of RCWD. Thus, to the extent there is a compensable taking, it would be very difficult for the City to make that showing, as RCWD is the benefiting party.

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

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

(i) How substantial is the requested divergence from the District rule?
With the variance, WMC area would go without easement or buffer dedication. However, the easement and buffer dedication will be required with future development of the parcel and there are no proposed wetland impacts.

(ii) In what respects, and to what extent, would the variance increase the cost or difficulty of providing governmental services?
The variance will not increase the cost or difficulty of providing government services, it will instead have a positive impact on them. It would allow a City project to continue with its public purpose as planned in providing improved and expanded drinking water services for its residents.

(iii) How would the variance change the character of the water resource or be a detriment to neighboring properties?
There would be no appreciable change or detriment to watershed resources from this variance. No further wetland impacts would occur as a result of it and the same effective resource protection will be provided through the normal course of future development.

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

As the subdivision has already occurred, there is no economically feasible method to obtain such a large easement over a private parcel after land acquisition negotiations and agreements have already been completed. As discussed above, eminent domain may not have any standing as the easement required will not factor into the public use of the project.

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

The practical difficulty occurred as a consequence of the unique situation in which the subdivision occurred. The relatively uncommon and drawn-out process of a municipal entity purchasing private land outright made for a decoupling of the subdivision and development process. Typically, lots are subdivided by private entities with the intent to develop them quickly, often resulting in both occurring simultaneously. Therefore, watershed requirements are considered alongside the subdivision for more typical actions such as adding new impervious. However, due to the longer planning and funding scale at which municipalities operate, the subdivision had to happen long before there were sufficient plans to warrant approaching RCWD regarding stormwater management.

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

The variance will allow for development of City infrastructure to continue and expand, providing current and future residents with improved drinking water. The City can continue to be more self-reliant on its own utility services rather than requiring resources from neighboring communities. The variance will also serve the interests of justice in that no material adverse impact will come to pass for the natural resources used and enjoyed by the residents of and visitors to the watershed.

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

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

This proposed variance has no active adverse impact on public or environmental health within the City and watershed; in fact, the remainder of the project will have a positive impact due to the proposed BMP and a generous naturally vegetated area that extends beyond the buffer extents through much of the site.

b. Create public expense?

The major impact of this variance is that the easement and buffer requirements set out by the letter of the rules will just be applied at a later point in development. As such, there is no anticipated additional public expense.

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

On the subdivision, development will occur following RCWD design requirements, serving to advance water management and quality in the watershed by the rate control and treatment provided by the proposed BMP. The proposed site layout will provide an excess of buffer width and natural seeding, providing further benefit to natural resources over the current agricultural land use. Land across the remaining private parcel is not proposed to be disturbed, meaning there will be no adverse effects on water or wetland quality from existing conditions.

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

Generally, this variance does not seek to alter the spirit and intent of RCWD rules, rather just delay their implementation for potential future development of a private parcel. The rules for which this variance is requested are largely intended to prevent a loophole wherein a large property could be subdivided into enough small parcels that would no longer be subject to many RCWD rules. This variance is not requested with that intent. The remaining 29.5 acres of privately held land will be held to RCWD and City requirements if or when it is developed in the future.

Applicant name: Alwin Anthony Motta Date: 3/13/2024

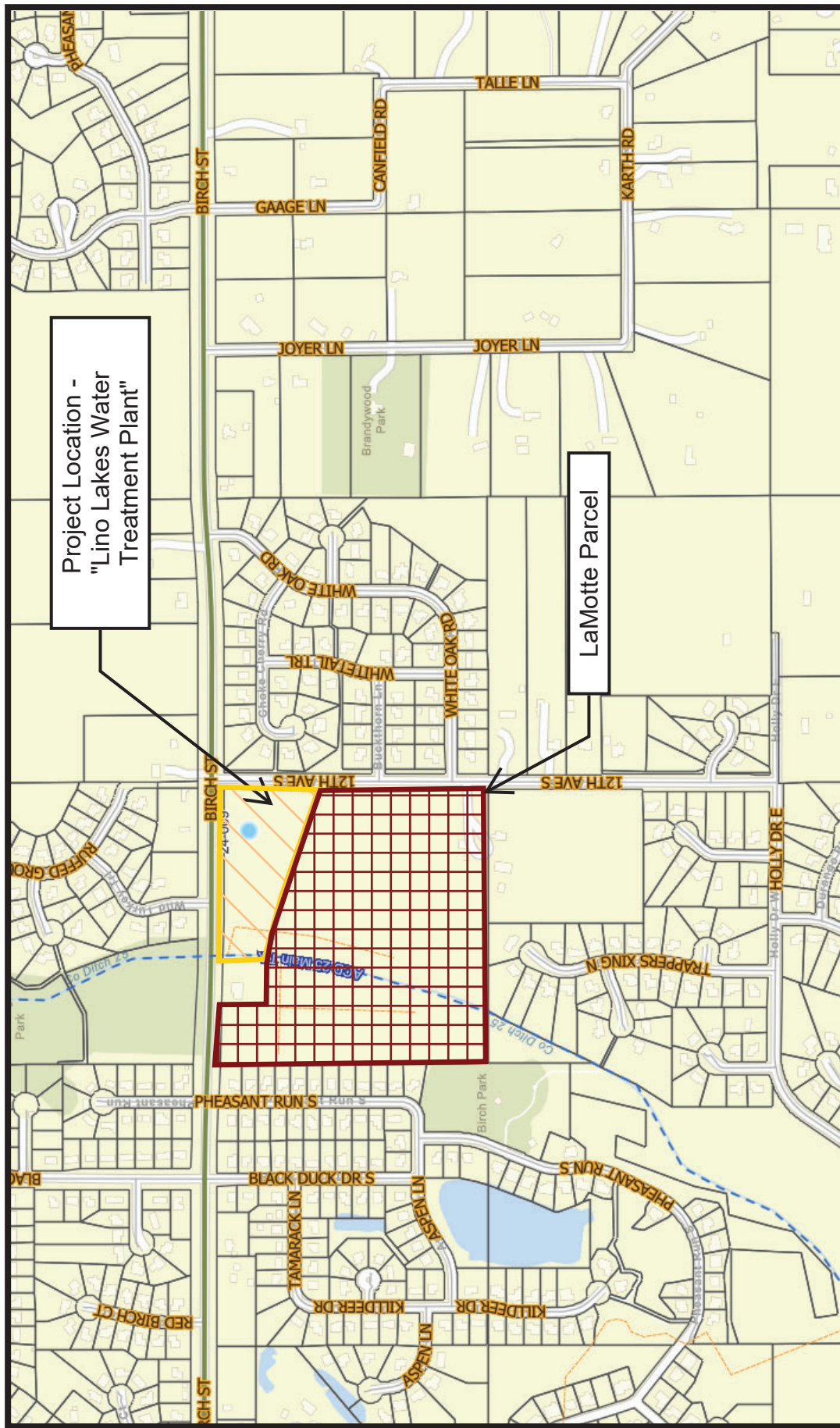
Applicant signature: Alwin Anthony Motta

Applicant name: Michael Grochala Date: 3/14/2024

Applicant signature: Michael Grochala

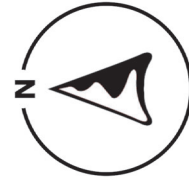
Staff Findings (RCWD only)

Staff Recommendation (RCWD only)



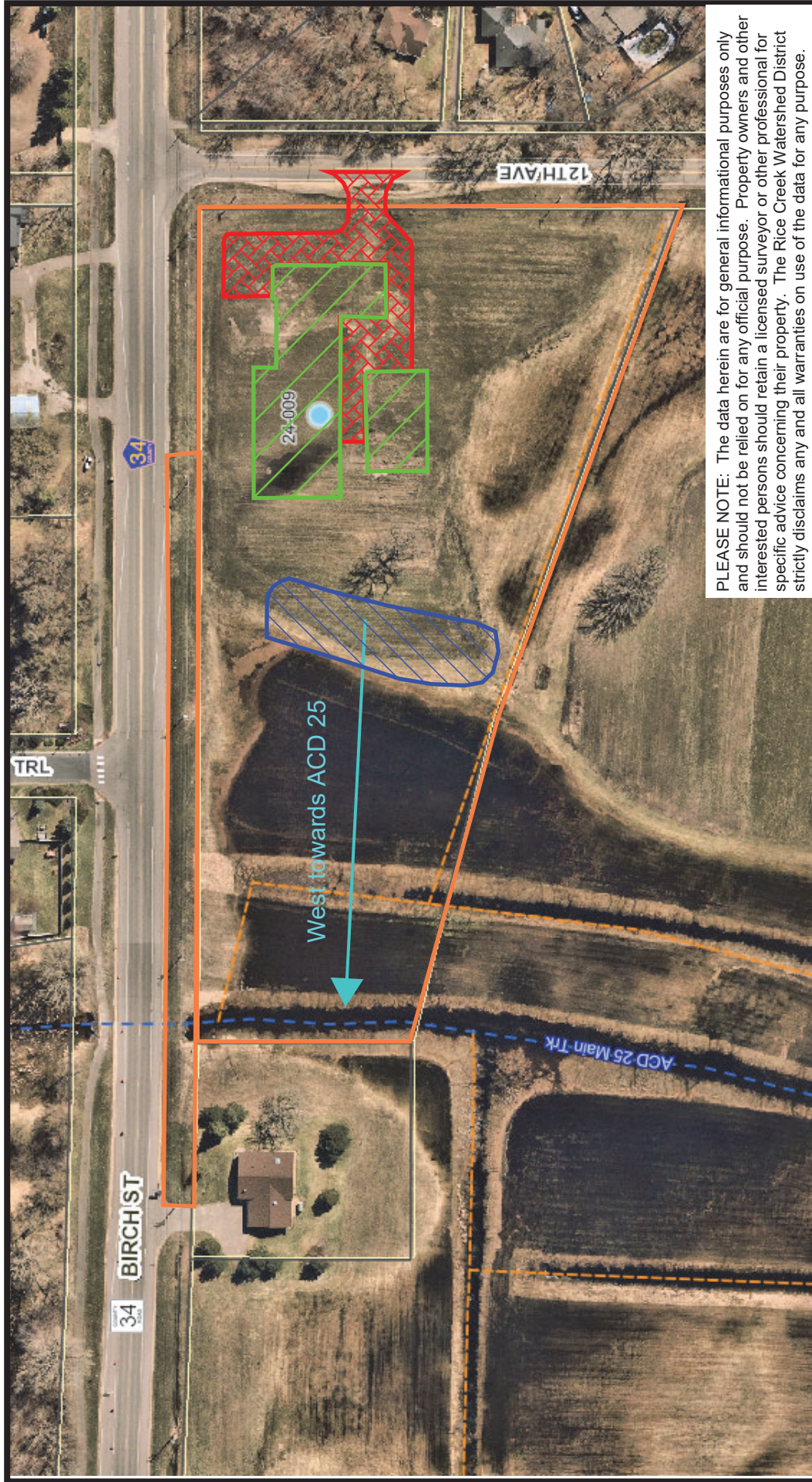
Project Location -
"Lino Lakes Water
Treatment Plant"

LaMotte Parcel









Legend

-  Project Location
-  LaMotte Parcel
-  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
-  New Building
-  New Impervious Surface
-  Public Ditch - Open Channel
-  Biofiltration Basin
-  Drainage Arrow



ITEMS REQUIRING BOARD ACTION

1. RCWD Annual Report Approval – Kendra Sommerfeld



MEMORANDUM
Rice Creek Watershed District

Date: April 18, 2024
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Manager
Subject: RCWD Annual Report Approval

Introduction

Rice Creek Watershed District is required to submit an annual activity report to the Board of Water and Soil Resources, the Commissioner of Natural Resources, and the Director of the Division of Ecological and Water Resources of the Department of Natural Resources within 120 days of the end of the District's fiscal year.

Background

The content of this annual activity report includes an assessment of the previous year's annual work plan including progress made towards WMP goals and objectives, a projected work plan for the next year, and several other administrative criteria.

The format and reporting are aligned with the RCWD Watershed Management Plan 2020 – 2029 and include documentation of information required by the MS4 permit.

The report has been completed as a draft for Board review.

Staff Recommendation

Staff recommends approval of the 2023 Annual Report with any necessary formatting and non-substantive changes for submission to the Board of Water and Soil Resources and other required recipients by the deadline.

Proposed Motion

Motion by Manager _____ to approve the 2023 Annual Report with any necessary formatting and non-substantive changes and authorize submission to the Board of Water and Soil Resources and other required recipients by the deadline.

Attachments:

Draft 2023 Annual Report

RICE CREEK WATERSHED DISTRICT

ANNUAL
REPORT 2023



About Rice Creek Watershed District (RCWD)

Address:

4325 Pheasant Ridge Drive
Suite 611

Blaine, Minnesota, 55449-4539

Phone: (763) 398-3070

Fax: (763)398-3088

District Administrator:

Nick Tomczik

Email: ntomczik@ricecreek.org

www.ricecreek.org



Clickable Links

New Website!



Clickable Link





About Rice Creek Watershed District (RCWD)

- A special-purpose unit of government
- Established by the Minnesota Board of Water and Soil Resources on January 18, 1972, upon petition by county boards with support from citizens and cities.
- Approximately 186 square miles of urban and rural lands in Anoka, Hennepin, Ramsey, and Washington Counties.
- Includes all or portions of 28 cities and townships. (Arden Hills, Birchwood Village, Blaine, Centerville, Circle Pines, Columbia Heights, Columbus, Dellwood, Falcon Heights, Forest Lake, Fridley, Grant, Hugo, Lauderdale, Lexington, Lino Lakes, Mahtomedi, May Township, Mounds View, New Brighton, Roseville, Saint Anthony, Scandia, Shoreview, Spring Lake Park, White Bear Lake, White Bear Township and Willernie).



RCWD Mission

To manage, protect, and improve the water resources of the District through flood control and water quality projects and programs.



RCWD Watershed Management Plan 2020-2029

- Completed in 2019 (approval and adoption in 2020).
- Board adopted Resolution 2021-08 on May 26, 2021, to approve several minor updates



Rice Creek Watershed District (RCWD) Map

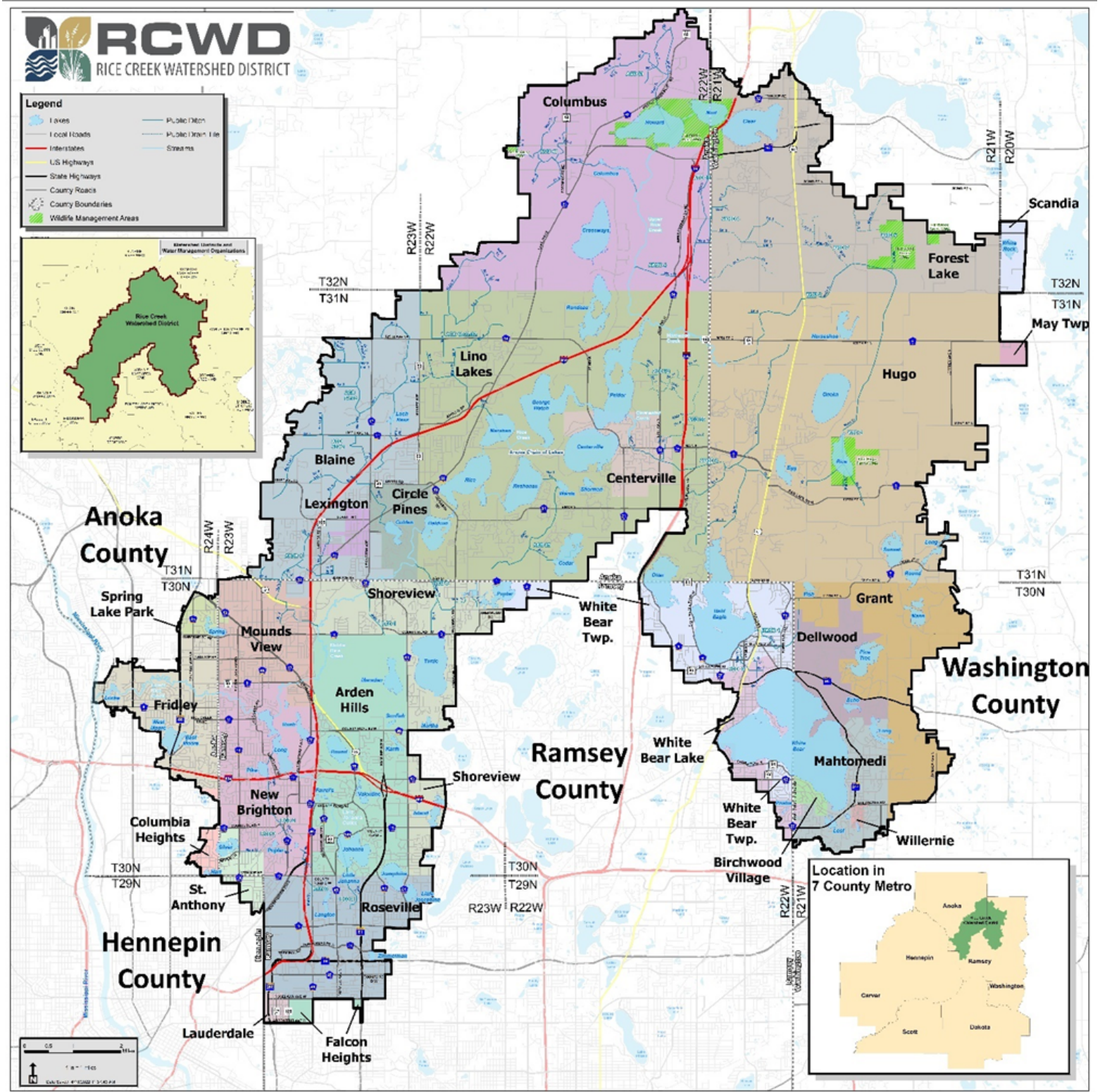


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Budget, Expenditures & Revenue

Based on Audit

Expenditures/Programs	2022 Budget	2022 Expenditures	2023 Budget	2023 Expenditures	2024 Budget
General Administration	\$476,513	\$433,023	\$505,680	\$444,539	\$523,535
Programs					
Environmental Education	240,039	181,986	231,081	185,228	254,068
Information Mgmt/Technology	249,628	188,363	317,679	221,100	271,146
Water Resource Restoration	1,918,555	523,703	2,037,423	610,816	2,165,193
Regulatory	1,491,570	1,200,198	1,422,713	1,130,387	1,590,761
Ditch & Creek Maintenance	1,777,827	954,591	2,036,181	1,190,972	1,741,000
Lake & Stream Mgmt/Monitoring	1,068,640	702,672	1,084,135	723,734	1,147,001
District Facilities	2,005,831	1,524,327	709,196	211,821	641,635
Project Anticipation	N/A*	N/A*	-	-	-
Total Program Expenses	9,228,603	5,708,863	8,344,088	4,718,597	8,334,339

*N/A (not applicable) as Project Anticipation established in 2023

2023 Board of Managers & Advisory Committee

2023 Board of Managers

Mike Bradley, President

Email: mbradley@ricecreek.org

County: Ramsey

Term Expires: January 2024

John Waller, 1st Vice President

US Mail Only

County: Washington

Term Expires: January 2025

Steve Wagamon, 2nd Vice President

Email: swagamon@ricecreek.org

County: Anoka

Term Expires: January 2025

Marcie Weinandt, Treasurer

Email: mweinandt@ricecreek.org

County: Ramsey

Term Expires: January 2026

Jess Robertson, Secretary

Email: jrobertson@ricecreek.org

County: Anoka

Term Expires: January 2026

2023 Citizen Advisory Committee

Dave Anderson, Anoka County

Megan Forbes, Ramsey County

Peter Larsen, Washington County

William Lazarus, Ramsey County

Douglas Ramseth, Washington County &
Clear Lake Association

Bob Rosenquist, Supervisor & Liaison from
Washington SWCD

Heidi Schleicher, Anoka County

Michael Schroeder, Liaison from Ramsey
Conservation Department

Mary Jo Truchon, Supervisor & Liaison from
Anoka SWCD

Teresa O'Connell, Anoka County

Andrew Kovacs, Ramsey County

Richard Thompson, Washington County

2023 Staff

Nick Tomczik – District Administrator
Ali Chalberg- Water Resource Specialist and Inspector
Kendra Sommerfeld- Communications & Outreach Coordinator
Terrence Chastan-Davis – Technician / Inspector
Anna Grace – Watershed Technician / Water Resource Specialist
Molly Nelson – Watershed Technician / Water Resource Specialist
Patrick Hughes – Permit Coordinator / Wetland Specialist
Matthew Kocian – Lake & Stream Program Manager
Catherine Nester – Water Monitoring Tech
Ashlee Ricci – Public Drainage Inspector
Tom Schmidt – Public Drainage Inspector
Theresa Stasica – Office Manager
Kelsey White – Regulatory Assistant
Abel Green – Technical Field Assistant
Abby Tekiela – Program Support Technician
Will Roach – Watershed Tech/Inspector

2023 Legal, Professional, and Consulting Services

RCWD solicited statements of interest for legal, technical, and accounting professional services in 2020. Following solicitation, the RCWD selected Smith Partners for legal counsel, Rinke – Noonan for legal counsel related to drainage, Redpath and Company for accounting, and Houston Engineering.

RCWD maintains a list of professional service providers to call upon for assistance with engineering, design, construction, and general consulting. Companies complete and submit the Professional Services Sign-up Form to be considered for potential work with the RCWD.

Legal Counsel

Smith Partners
Louis N. Smith, Charles B. Holtman
400 Second Avenue S., Suite 1200
Minneapolis, MN 55401
Phone: 612-344-1400



Rinke Noonan
John Kolb (legal counsel related to drainage)
Suite 300, US Bank Plaza
PO Box 1497
St. Cloud, MN 56302
Phone: 320-251-6700



Consulting Engineers & Other Services

Houston Engineering
Chris Otterness, P.E.
6901 E Fish Lake Rd
Maple Grove, MN 55369
Phone: 763-493-4522



Redpath & Company - Accounting & Auditing
Mark Gibbs
4810 White Bear Parkway
White Bear Lake, MN 55110
Phone: 651-426-7000



Introduction

This annual report is a review and assessment of the previous year's work and its efforts towards the goals of the Watershed Management Plan (WMP). RCWD 2020-2029 Watershed Management Plan: [2020 Watershed Management Plan - Rice Creek Watershed District](#).

Purpose of Annual Report

The purpose of the annual report is to fulfill the requirements set forth in Minnesota Statute Chapter 103D.351, which requires watershed districts to file an annual report with the Board of Soil and Water Resources and the Department of Natural Resources. Minnesota Regulation MR 8410.0150 requires the report to contain certain information.

What's in the Annual Report?

The RCWD WMP includes 9 management categories, organized to provide a review and assessment of RCWD efforts in these categories and includes implementation activities. Implementation activities include projects and programs that directly address the management issues and associated measurable goals.



Figure 1 Howard Lake

The nine management categories include:

- 103E Public Drainage Systems
- Other Drainage Systems
- District Facilities
 - section includes documentation of MS4 activities*
- Flooding
- Water Quality Management
- Funding
- Collaborations
- Regulatory
 - section includes documentation of MS4 activities*
- Communication, Outreach, and Education
 - section includes documentation of MS4 activities*

RCWD has an MS4 permit through the Minnesota Pollution Control Agency for portions of the public drainage system. This annual report includes documentation of information required by the MS4 permit.

2023 Highlights

- Completed the RCWD Floodplain and Climate Change Resiliency Study
- **Public Drainage Program**
 - Completed 80 inspections and 20 maintenance projects on 12 of 22 different public drainage systems (55%)
 - Completed major repair of Anoka County Ditch 53-62 and allocated costs using a hybrid approach
 - Began major repair of Anoka-Washington Judicial Ditch 3 Branches 1, 2, & 4
 - Added inspections for illicit discharge in public drainage systems identified by the MPCA as part of the RCWD's MS4
- **District Facilities Program**
 - Completed 24 facilities inspections (77%)
 - Have legal access to 20 District facilities (65%)
 - Regional Flood Control and Stormwater Management
 - Ramsey County Ditches 2, 3 & 5 Basic Water Management Project: Continued efforts with the Cities of New Brighton, Saint Anthony, and Roseville to complete Phase 3 of this project and to detail an anticipated implementation schedule and priorities, cost allocations, and revenue generation methods.
- **Water Quality Program**
 - Monitored 9 lakes, 11 long-term stream and ditch sites, and three synoptic or project-specific sites
 - Partners and volunteers monitored an additional 17 lakes
 - District staff collected 289 water samples on lakes, streams, and ditches
 - 1,376 individual laboratory analyses were conducted
 - Centerville Alum Treatment Project- Clean Water Fund grant awarded
 - Implementation planned for early 2024
 - Johanna Creek Carp Barrier Project Completed
- **Aquatic Invasive Species**
 - The Carp Management Program
 - 2,258 adult carp were removed from the Long Lake / Lino Chain of Lakes system
 - Since program inception, 55,854 carp have been removed from the Long Lake Lino Chain of Lakes system, which is approximately 335,000 lbs.
 - Overall, carp density has been reduced by nearly 90%, and long-term management goals were met for the first time in 2023
 - Phosphorus concentrations are declining and native aquatic plants are increasing in the system
 - RCWD partnered with three lake associations to manage curlyleaf pondweed
- **Grant Programs**
 - Stormwater Management Grant Program
 - Awarded \$108,283 to two cities to implement two water quality and/or flood control projects
 - Water Quality Grant Program
 - 11 projects were awarded approximately \$126,269 to assist landowners with the installation of Best Management Practices (BMPs) to improve the quality of surface waters within the District.
 - Mini-Grants Program

- \$10,000 was available. A total of 21 mini-grants were issued: 2 grants for rain barrels, 2 grants for low-mow turf, 2 grants for water outreach and education, and 17 for native plantings.
- **Permit/Regulatory Program**
 - Received 81 permit applications
 - 92 permits issued
 - Successfully implemented first year of new equitable fee structure for permit applications (took effect 1/1/22)
- **Outreach Program** (See Outreach & Communications section)



Figure 3 Natural Shoreline with Native Plants on Snail Lake

MS 103E Public Drainage Systems

The District has identified “MS 103E Public Drainage Systems” as one of its nine management categories. The category is defined as, “Management and maintenance of public drainage systems in its role as Drainage Authority (County and Judicial Ditches established under MS 103E).” There are 3 key issues within this category: Public Drainage System Maintenance, Repair, and Management Approach; Repair Project Financing; and Stakeholder Outreach on Drainage System Roles and Expectations.

Public Drainage System Maintenance, Repair, and Management Approach

The District has identified the need to comprehensively manage public drainage systems to provide the necessary level of service to both current and future development. The complexity of managing public drainage systems has led to several challenging issues faced by the District, including reestablishing the as-constructed and subsequently improved condition (ACSIC); prioritization and scheduling of drainage system inspection and maintenance; maintaining drainage records in centralized locations and providing for public access to these records; and managing the public drainage systems to serve multiple land uses as well as current and future development without exceeding the geometry and conveyance of the ACSIC.

Goal: Schedule, prioritize, and execute inspection and maintenance of the District’s public drainage systems to preserve and/or restore drainage function for multiple uses.

Measurable Goal: Inspect each of the District’s public drainage systems over each 5-year period of the Plan. RCWD Board adopted 4 policies to ensure adequate progress in this category.

As the public drainage authority, RCWD is responsible for maintaining approximately 114 miles of public drainage systems.

2023 Accomplishments and Activities:

The District completed 60 inspections and 30 maintenance projects on **14** of 22 different public drainage systems in 2023. This is 63% of the total drainage systems, which exceeds the minimum of 20% goal identified in the watershed management plan. **17** of **17** scheduled inspections. These inspections also involve illicit discharge detection in public drainage systems identified by the MPCA as part of RCWD's MS4.

Examples of 2023 Public Drainage Maintenance Projects include (but not limited to):

- ACD 10-22-32 – right of way mowing/mulching
- ACD 72 – replacement of existing clay tile with HDPE on various branches
- ACD 46 – bank failure repair
- ACD 53-62 – main trunk excavation of beaver dams and accumulated sediment
- WJD 2 – main trunk beaver dam removals, Excavation of sediment downstream of Rice lake Outlet weir
- WJD 5 – main branch tile replacement/repair from outlet to branch 1, Installation of surface inspection ports

2024 Work Plan

The District will continue to inspect and maintain the public drainage systems and complete maintenance projects as recommended by the Public Drainage Inspector and in accordance with the inspections schedule. The District will continue to promote agreements with municipal partners to increase maintenance activities on public drainage systems.

2024 efforts planned by Public Drainage Inspector include (but not limited to):

- ACD 10-2232 main Trunk crossing at Pine Street
- ACD 72 – replacement of existing clay tile with HDPE on various branches
- ARJD 1 – Work with City of Mounds View to coordinate maintenance
- ARJD 1 – main trunk tree & brush removal from County Road J to 93rd Ave; main trunk excavation; Restwood Rd. to Flowerfield Rd. and Naples to I-35W
- Drainage system right-of-way maintenance on various systems as possible
- Ditch bank mowing.

Municipal Separate Storm Sewer System (MS4) Permit

The Minnesota Pollution Control Agency (MPCA) has deemed that some of the public drainage systems are considered part of the Municipal Separate Storm Sewer System (MS4). During public drainage systems inspections, illicit discharges are included in the items being inspected and, if found, are noted in the inspection report and reported as required.

RCWD has evaluated the land use around the public drainage systems that are included in the District's MS4 and determined that priority areas are not present. However, District staff regularly monitor the open systems, remove obstructions, and evaluate opportunities to prevent pollutants and improve water quality.

Public drainage staff are trained each year in illicit discharge recognition. The District will continue to inspect public drainage systems for illicit discharges.

Repair Project Financing

The District has identified a need for establishing an equitable means of apportioning the cost of MS 103E public drainage system repair projects.

Goal: Equitably apportion costs of public drainage system repairs.

Measurable Goal: Utilize 100% of the District's established cost allocation methodology.

The District has one policy to ensure adequate progress in this category.

2024 Work Plan

Continue to allocate the costs of public drainage system repairs through implementation of the hybrid legal framework, which includes MS 103E, 103D, and 103B.

Charge allocations for the ACD 53-62 Main Trunk repair project begin in 2022. Forty percent of the preliminary cost is allocated to the whole district via ad valorem funds. The other 60% is allocated to landowners directly draining to the system (WMD charge). Landowners with WMD charges will pay a single-year annual charge (collected through property taxes) for amounts less than \$300. In instances where the parcel's charge incurred exceeds \$300, the landowner will pay three equal annual installments (still collected through property taxes). No interest will accrue in the first three years.

Stakeholder Outreach on Drainage System Roles and Expectations

The District has identified the need to ensure communication to stakeholders is clear about the condition of the public drainage system, the effect of proposed repairs, and the District's roles and authorities.

Goal: Use communication and outreach tools as an integral element in managing public drainage systems to credibly convey District roles and authorities and system data and information, thereby increasing knowledge, awareness, and capacity among stakeholders.

Measurable Goal: Send at least 1-2 project communications to affected landowners and stakeholders in addition to MS 103E legal requirements; release one press statement for each major repair project; and update the RCWD website's drainage systems page quarterly with project updates.

The District has three policies to ensure adequate progress in this category.

2023 Accomplishments and Activities:

In an effort to communicate landowner rights to convey the District's role and authority, the District continues to update the Drainage Portal, which is available online and maintains the official drainage systems records.

2024 Work Plan

the District will continue to hold informational meetings prior to public hearings. The District will also ensure the use of consistent terms and definitions when communicating about drainage. The District will continue to make an effort to send notices in advance of maintenance activities when feasible.

Non-103E Systems

The District has identified “Non-103E Drainage Systems” as one of its nine management categories. The category is defined as “Management of drainage systems not established under MS 103E and stormwater conveyance systems within the District boundary.” There is one key issue within this category: Management of Non-103E Systems.

The District has identified that despite the limited role and authority of the District in managing non-103E systems, these systems can impact upstream and downstream water quantity conveyance and water quality and may serve a public benefit.

Goal: In consideration of the District’s limited role, address conveyance concerns on non-103E systems within the framework of District policy.

Measurable Goal: Address 100% of all non-103E system concerns as determined by the District's Natural Channel Management Policy.

The District has 2 policies to ensure adequate progress in this category.

2023 Accomplishments and Activities:

Continued to engage in collaboration with private partners to address existing issues according to its policies. The RCWD Natural Channel Management Policy guides any work in the Natural Waterway Management Program and specifies the triggers and actions related to RCWD’s role in maintaining natural or recreational systems.

Communicated to landowners and partners the RCWD Natural Channel Management policy when an inquiry was received regarding private drainage. District staff followed the policy to assess the involvement of the District in the private drainage matter.

2024 Work Plan

Continue to use consistent messaging when engaged in non-103E drainage systems and follow the Natural Channel Management Policy. RCWD’s new website will include information on the Natural Channel Management Policy.

District Facilities

The District has identified “Management of District Facilities” as one of its nine management categories. The category is defined as, “Operation and maintenance of water management structures and property constructed and/or owned by the District.” The key issue within this category is Management of District Facilities.

A “District facility” is defined as a physical water management project constructed and/or owned and maintained by the District for purposes of addressing water quality, regional flooding, or wetland habitat. In recent years, the District has focused on understanding what District facilities exist, where they are located, what their current condition is, and whether the facilities need maintenance or repair. In some cases, access to the facilities is an issue, and the District has been researching and documenting both the physical and legal access to each District facility.

Goals:

- Development of an updated District program that focuses on the construction, inspection, maintenance, and/or operation of District facilities in accordance with their water management purposes and gauges their effectiveness over time.
- Strive to obtain and maintain legal access for the operation and maintenance of those District facilities that currently do not have legal access.

Measurable Goal: Inspect 100% of District facilities over the 10-year time period of the watershed management plan (2020-2029) and obtain legal access to 75% of District facilities over that same time period.

The District has 5 policies to ensure adequate progress is achieved towards these goals.

2023 Accomplishments and Activities:

District staff tracks all facility inspection activities as well as maintenance or repairs completed each year. Of 32 total inventoried facilities, 23 were inspected in 2023 (42%). At the end of 2023, the District had legal access to 20 of 32 facilities (63%). A breakdown of these general activities can be found in the table below.

ID	Facility Name	Inspected	Maintenance	Notes	MS4 ^
CB-1	Walls Bros. Wetland Restoration	X	X	Vegetation management	
LL-2	Rondeau Lake Outlet Channel	X			
LL-3	Rondeau Lake Fish Barrier	X	X	Pulled and replaced sections according to DNR permit	

LL-4	Hardwood Creek Restor. (2012)				
SV-5	Middle Rice Creek Restor. (2005)				
AH-6	Middle Rice Creek Restor. (2016)	X			
FD-7	Locke Lake Sedimentation Basin				
NB-8	Long Lake Sedimentation Basin	X			
NB-9	Jones Lake Outlet				
NB-10	35W Wetland Treatment Area				
AH-11	E2 Wetland Weir	X	X		
AH-12	Lake Johanna Outlet				
AH-13	Floral Park Berm & Outlet	X			
AH-14	Hwy 10 & 694 Outlet	X			
WBT-15	RWJD1 & Hwy 61 Treatment Ponds	X			X
WBT-16	RWJD1 Fish Barrier	X			
MM-17	Hall's Marsh Outlet	X			
RV-18	Oasis Pond Sediment Basin & Weir	X			X
AH-19	Lake Josephine Outlet				

FL-20	Lamprey Pass	X			
RV-21	Little Josephine Outlet	X			
CB-22	Browns Preserve	X			
NB-23	Hansen Park Sediment Basin	X	X	Pond buffer maintenance	X
NB-24	Hansen Park IESF	X	X	IESF vegetation management and buffer	X
AH-25	Bethel North				
HG-26	Oneka Ridge Golf Course Reuse *				
FL-27	Rehbein Farms	X	X	Vegetation management	
RV-28	Oasis Pond IESF *	X	X	IESF vegetation management and buffer	
WBL-134	Priebe Lake Outlet	X			
FD-139	Lower Rice Creek Stabiliz. (2020)	X	X	I inspected this and we repaired a section as a result, repair work was finished in October 2023.	
WBT-138	Bald Eagle Lake IESF	X	X	IESF vegetation management and buffer	X
	Lake Johanna Fish Barrier	X	X	Has a tendency to get blocked with plant material, cleaned as needed.	X
Total		23	10		

* RCWD has only a limited role in operating and maintaining these facilities.

^ RCWD has interpreted generic MS4 permit language from the MPCA to assess which facilities may be relevant to the District's MS4 annual report.

Following is a summary of non-routine facility maintenance completed by the District and other unique takeaways from 2023.

Johanna Creek Carp Barrier: This fish barrier construction was completed in early 2023 using Watershed-Based Implementation Funding.

Iron-Enhanced Sand Filters: The IESF systems at Hansen Park and Bald Eagle Lake operated for as much of the open water season as the drought would allow. Hansen Park's IESF, as is usual with RCD 2 maintaining a strong baseflow, was still afforded a nearly complete operation season. Bald Eagle Lake IESF system was offline much of the season until late fall. The Oasis Pond IESF system remained offline all season due to broken components that took significant time to troubleshoot. Periodic tilling and weeding activities kept the IESFs filtering at acceptable rates during operation.

The IESF at Hansen Park treated 19,228,168 gallons of RCD 2 runoff in 2023. The IESF at Oasis Pond treated 0 gallons of RCD 4 runoff in 2023. The IESF at Bald Eagle Lake treated 330,082 gallons of RCD 11 runoff in 2023. Both Oasis and Bald Eagle Lake pumping were low due to technical issues and the drought conditions.

2024 Work Plan

District staff will continue to inspect its facilities for proper operation and maintenance needs. Many facilities are inspected annually or more frequently, while some are only inspected on an as-needed basis. At a minimum, all facilities will be inspected once every ten years. The District began a more detailed evaluation of each facility in relation to its physical location and condition based on site inspection. Staff will continue this investigation in 2024 and make recommendations for next steps for each facility.

The District conducts active operational activities at the Hansen Park and Bald Eagle Lake IESFs and provides support to the City of Roseville at the Oasis Pond IESF and to Oneka Ridge Golf Course for its stormwater reuse irrigation system. These activities will continue in 2024.

The District will continue to work with its partners to establish agreeable terms for additional investigation under the Priebe Lake Outfall Project MOA. Once the MOA is fully executed, the District will fulfill its obligations.

The Browns Preserve wetland bank is scheduled to undergo a prescribed burn consistent with its long-term management plan.

Flooding

The District has identified “Flooding” as one of its nine management categories. The category is defined as, “Managing the peak rate and volume of runoff from the landscape in an attempt to reduce potential flood damages in receiving surface waters.” There are three key issues within this category: Addressing Existing Flooding Issues; Impacts of Future Developments on Downstream Rate and Volume; Modeling and Mapping.

Addressing Existing Flooding Issues

To prevent increases in the magnitude and duration of flooding, one of the District’s primary functions is the maintenance of its public drainage system, which serves as the sole outlet for many areas of the District. The District also has an interest in managing the peak rate and volume of runoff from the landscape to reduce potential flood damages on properties adjacent to downstream receiving surface waters. Within the District, opportunities exist to decrease the risk and impact of known flooding issues through collaboration with local partners. The District has completed studies and analyses that demonstrate that District stormwater management rules (Rule C) alone cannot meet current and future flood management needs. Instead, the District utilizes a combination of regulation, projects, and programs to provide a multi-faceted approach for managing flooding.

Goal: Decrease the risk and impact of known flooding issues through collaboration with local municipal partners.

Measurable Goal: Collaborate with partners to implement District-prioritized flood risk reduction projects to accrue 200 acre-feet of new live flood storage during the 10-year lifespan of the watershed management plan (2020-2029), aimed at reducing the rate and volume of runoff.

The District has 4 policies to ensure adequate progress is achieved toward meeting this goal.

2023 Activities:

The District has several ongoing efforts, in collaboration with several municipal partners, aimed at developing suites of future capital projects that will create substantial volumes of new flood storage across the watershed:

- **Ramsey County Ditches 2, 3 & 5 Basic Water Management Project:** RCWD continued concept planning and site-level feasibility work for Hansen Park South in collaboration with the City of New Brighton. The process made evident park use and storage conflicts. The focus of the water management project moved to Jones Lake Improvements, and further development of plans, early regulatory engagement, and funding pursuits working with Houston Engineering. This work will continue into 2024, with funding an aim to move to final plans and permits.
- **Stormwater Management Grant Program:** In 2023, three of the District-funded capital improvement projects resulted in reductions in rate control and/or runoff volume (listed below).
Note: Additional issue-specific information on this cost-share program is provided in the water quality and collaborations sections of this report.
 - City of Roseville – C2 & Simpson Underground Infiltration - \$100,000
 - Washington County – CSAH 12 Improvements - \$10,000

- City of New Brighton – Public Works Facility Flood Mitigation Project - \$100,000

Priebe Lake Outfall Project (PLOP): RCWD continues to work extensively with its partners (Birchwood Village, Mahtomedi, White Bear Lake) in response to landowner and City of Birchwood concerns at the PLOP outlet location in Hall’s Marsh. POLP transverses the 3 communities and there are inputs to the pipe system beyond Priebe Lake.

District rules require volume reduction and rate control. For areas that contribute flow to areas that flood, an additional 20% reduction in peak runoff control for 2, 10, and 100-year events is required.

2024 Work Plan

The District anticipates continuing its work with partners to implement components of the Ramsey County Ditches 2, 3 & 5 Basic Water Management Project in 2024. Finding adequate funding sources, both internal and external, has proven difficult for the large “prerequisite” project components, but the District is pursuing funding from the MN DNR and legislature.

The District has allocated \$300,000 in Stormwater Management Grant Program funding for 2024 to assist public and private entities with implementation of projects that provide stormwater quality treatment, runoff volume reductions, peak runoff rate control and/or reductions in groundwater usage.

The District will continue to work with its municipal partners to ensure successful operation of the Priebe Lake Outfall Project, including the outlet structure.

Impacts of Future Development on Downstream Rate and Volume

As the headwater portions of the District and various drainage areas are developing, downstream flooding is an increased concern. To identify the location and scope of these flooding locations, the District developed hydrologic and hydraulic modeling of future developed conditions based on current and future community land use maps and application of District rules.

This analysis shows that projected future development will result in regional increases in runoff rate and volume, even with current District rules in place. Additionally, the limited conveyance of several public drainage systems that serve as the primary outlet for stormwater in some communities has raised awareness of volume constrained areas. Within these areas the runoff volume increases from future development will exacerbate existing and/or create new flood issues.

Goal: Understand the effects of future development on runoff volume, flow rates, and flooding, and work to minimize those effects through regulation, projects, and programs.

Measurable Goal: Update its Future Conditions Model at least once during the 10-year lifespan of the watershed management plan (2020-2029) to account for realized and proposed land development and modeled changes in regional precipitation patterns.

The District has 5 policies to ensure adequate progress is achieved toward meeting this goal.

2023 Accomplishments and Activities:

The District's regulatory permit program implements RCWD rules and considers flooding concerns related to development. These include individual project site controls, regional storage, implications from conveyance, and outlet downstream implications on flood elevations. Property development in the CSMP area must comply with the terms of the CSMP.

2024 Work Plan

The District will continue to communicate on this issue to its community partners as individual sites develop and contribute to the regional plan. The District will respond to applications in the CSMP area with the District tracking the municipalities' and developers' development of capacity and allocations to other developments. An update of the District's Future Conditions Model will occur later in the ten-year plan cycle.

Modeling and Mapping

The District initiates maintenance of its modeling products to ensure the continued value of the models and their results. This maintenance includes annual updates to models to reflect changing infrastructure and land use, correcting deficiencies and errors, and adding new detail and data where and when it becomes available. Most notably, the NOAA Atlas 14 Precipitation Frequency Estimates have been incorporated into the model, which consider the available historic record including recent decades that have seen increasing rainfall in the District. The District has developed a District Modeling Update Policy, including updates in tools and the development of MS4Front, to guide implementation of this maintenance effort.

Goal: Maintain and update District hydrology and hydraulic models to reflect changing conditions and adapt to evolving technology.

Measurable Goal: Complete an update to the District-wide model (existing conditions) annually (throughout the 10-year lifespan of the watershed management plan).

The District has 4 policies to ensure adequate progress is achieved toward meeting this goal.

2023 Accomplishments and Activities:

Engaged its engineer to complete the annual update of the District-wide model, incorporating landscape-scale changes from new developments and major capital projects that were completed in the watershed over the previous year. The previous year's work with DNR resulted in the calculation of the 500-yr floodplain, and the District will be mapping these boundaries at the landscape scale to further understand those locations at risk of flooding and continue ongoing floodplain management.

Received a grant from the MPCA to support a Climate Resiliency Building project with workshops to address climate change issues within the entire district with stakeholders. RCWD completed this project in 2023 and will look to apply for the MPCA implementation funding in 2024.

2024 Work Plan

The City of New Brighton will be submitting a Federal Emergency Management Agency (FEMA) Letter of Map Revision (LOMR) for the area around Hansen Park. The District's Hansen Park project required significant modeling of the area and resulted in a much-improved understanding of the floodplain. The District will be supporting the City through cost-share and modeling detail in its application and intended relief to landowners.



Figure 4 Rice Creek Fields Stormwater Reuse System Stormwater Pond in Shoreview, MN

Water Quality Management

The District has identified “Water Quality Management” as one of its nine management categories. The category is defined as, “Protecting and/or improving the water quality of District streams, rivers, lakes, and other watercourses.” There are six key issues within this category: Accelerated Sedimentation; Aquatic Invasive Species; Wetlands; Nutrient Enrichment, Algae, and Cultural Eutrophication; Surface Water Monitoring; and Surface Water / Groundwater Interactions.

Accelerated Sedimentation

As changes in land use and rainfall patterns continue to occur within the RCWD, increases in runoff volume, flow, and velocity are experienced in portions of the watershed. These hydrologic changes can cause sedimentation rates to accelerate, leading to negative ecological and economic impacts. accelerated sedimentation can lead to a reduction in the storage capacity of lakes, ponds, and plunge pools, resulting in costly maintenance dredging efforts to restore storage capacity. Rice Creek flows through two lakes prone to rapid sedimentation: Long Lake in New Brighton and Locke Lake.

The District maintains sediment basins adjacent to Long Lake, in Locke Lake, on Ramsey County Ditch 2 within New Brighton’s Hansen Pond, on Ramsey County Ditch 4 within Roseville’s Oasis Pond, on Ramsey-Washington Judicial Ditch 1 just upstream of U.S. Highway 61, and on Ramsey County Ditch 11 just west of Eagle Street in White Bear Township.

Goals:

- Employ District regulatory authority and collaborate with partners (e.g. state, municipalities) on inspections to minimize sediment loading from erosion associated with land disturbance, land development, increases in impervious surface, or other changes in landscape construction sites that contribute to accelerated sedimentation.
- Pursue collaborations to implement agricultural and urban BMPs to address sediment delivery to District water resources.
- Reduce in-channel erosion throughout the RCWD, and particularly in Lower Rice Creek and Middle Rice Creek, through the implementation of programs and practices to stabilize eroding channels and banks.

Measurable Goals:

- Reduce the average number of sediment-related permit violations per active construction site to less than one per site per year (by the end of the 10-year 2020-2029 watershed management plan timeframe);
- Continue the annual implementation of cost share programs for water quality BMPs resulting in a total reduction of TSS loading to receiving waters of 100 tons (during period of the plan); and
- Pursue implementation of at least one BMP that addresses in-channel sediment delivery in Lower Rice Creek and one BMP that addresses in-channel sediment delivery in Middle Rice Creek (during the period of the plan).

The District has 6 policies to ensure adequate progress is achieved toward meeting this goal.

2023 Activities:

RCWD completed inspections of two of its three stream stabilization and restoration sites. With minor exceptions, the sites were found to be in good condition, and continue to provide the intended benefit –

i.e. reducing streambank erosion and sedimentation. One streambank on Lower Rice Creek required repair. This site is a District Facility, and the District is obligated to inspect and maintain it by grant agreement; the Lower Rice Creek Stabilization Project was funded by a Clean Water Fund Grant. The site was repaired, and subsequent inspections found it to be stable and functioning as designed.



Figure 5 Golden Lake Iron Enhanced Sand Filter

Projects funded through the **2023 Stormwater Management Grant Program** are anticipated to reduce annual pollutant loading to District surface waters. Annual total suspended sediment (TSS) loading is expected to be reduced by approximately 4.7 tons, and annual total phosphorus (TP) loading is expected to be reduced by approximately 41 lbs.

Iron-Enhanced Sand Filter (IESF) Projects continued to operate in 2023. The IESF at Hansen Park treated 19,228,168 gallons of RCD 2 runoff in 2023 (Numbers are low due to drought conditions). The IESF at Oasis Pond treated 0 gallons of RCD 4 runoff in 2023 (after troubleshooting all summer found a problem with the lift station pipe that did not allow the facility to operate, planning to repair summer 2024). The IESF at Bald Eagle Lake treated 330,028 gallons of RCD 11 runoff in 2023 (Numbers were low due to technical difficulties and drought conditions).

2024 Work Plan

The District's **Stormwater Management Grant and Water Quality Grant Programs** (and the Mini-Grants program) will continue operation. Collectively, they offer over \$500,000 to District local governments, residents, businesses, and other stakeholders who aim to implement water quality improvement projects and best management practices within the District. IESFs at Hansen Park, Oasis Pond, and Bald Eagle Lake will continue operation reducing sediment and nutrient loads from Ramsey County Ditches 2, 4, and 11, respectively.

Aquatic Invasive Species

Consistent with its mission, the RCWD takes an active role in managing those AIS that impact water quality or contribute to algae blooms and decreased water clarity. For other AIS that do not directly impact water quality, but may affect ecology or recreation, the District offers supporting services (i.e. data collection and general guidance). Research suggests that curly-leaf pondweed (*Potamogeton crispus*) and common carp (*Cyprinus carpio*) are linked to water quality degradation and algae blooms. For this reason, the District plays an active role in managing these species.

Goals:

- Mitigate adverse water quality impacts of common carp by reducing and maintaining their density with a long-term, sustainable approach.
- Partner with lake associations and homeowner groups to manage curly-leaf pondweed to improve water quality and native plant diversity.

Measurable Goals:

- Develop three system-specific common carp management plans, with priority to Clear-Mud-Howard Lakes, Peltier-Centerville Lakes, and Silver Lake (by 2029)
- Implement plans over the long-term to reduce carp density below their adverse impact threshold (100 kg/ha) on a per system basis.
- Work towards achieving 100 kg/ha carp density in the Long-Lino Chain (during the WMP time period).



Figure 6 Johanna Creek Carp Barrier, New Brighton MN

- Implement annual curly-leaf pondweed management programs in District lakes that have lake association and/or landowner support with DNR technical guidance.

The District has 3 policies to ensure adequate progress is achieved toward meeting this goal.

2023 Accomplishments and Activities:

The District partnered with seven lake associations to manage curlyleaf pondweed in 2023. On Bald Eagle, Clear, Centerville, Johanna, Josephine, Peltier, and Silver Lakes, the district delineated beds of curlyleaf pondweed and procured permits from the DNR. On Bald Eagle and PeltierLakes, the District also hired a contractor to apply herbicide as stipulated by the DNR permit. District staff attend technical conferences and collaborate with colleagues at the Department of Natural Resources and other agencies to ensure that best practices are followed to minimize negative impacts to native plants and promote water quality protection and improvement.

Continued implementing its Long Lake / Lino Chain of Lakes Carp Management Plan. In 2023, a total of 2,258 adult carp were removed from the system. Although lower than total from previous years, managment goals were still met, as appromaitly 50% of the population was removed. The removal total was lower because the population was lower. Since program inception, 55,854 carp have been removed from the system. For the first time in 2023, long term management goals (< 100kg/ha) have been met.

A carp population survey on Bald Eagle Lake found the density to be very low. Only 1 carp was captured during the electrofishing survey, making a precise population estimate impossible. However, the density is below the ecological damage threshold. Typically, ecological damage and water quality impacts begin around 100 kg/ha. Thus, carp do not appear to be a major problem in Bald Eagle Lake at the current time.

2024 Work Plan

The District plans to partner with the same homeowner groups to manage curlyleaf pondweed.

The District will continue implementing the Long Lake / Lino Chain of Lakes Carp Management Plan. Primary activities will include adult carp removal during spring migration using the NEPTUN electronic guidance system and a new electrical aggregating system. Johanna Creek Carp Barrier was installed and completed in 2023 with Watershed Based Implementation Funding. Carp removal, monitoring and barrier maintenance will continue in 2024.

The District will conduct additional carp surveys, and possibly removals, on Centerville Lake in 2024.

Wetlands

Managing wetlands is critical to many District interests including water quality and flood control. The availability of banked wetland credits (public or private) is vital to District projects.

Goal: Manage wetlands in a manner which improves diversity and ecological integrity on a District-wide basis, consistent with the Wetland Conservation Act and augmenting Comprehensive Wetland Protection and Management Plans (CWPMP) and local opportunities for preservation, enhancement, and restoration, while balancing multiple resource issues.

Measurable Goals: Continue implementation of the WCA and CWPMPs and complete annual reports summarizing implementation of the CWPMPs.

The District has 3 policies to ensure adequate progress in this category.

2023 Activities:

The RCWD is the Local Government Unit (LGU) responsible for the implementation of the State Wetland Conservation Act (WCA), except for within the cities of Hugo, Circle Pines, and most recently Mounds View, or associated projects on state lands, such as those involving MnDOT and the DNR. Both WCA and District rules specify sequencing processes to avoid and minimize wetland impacts and replacement requirements for unavoidable impacts to wetlands. The District's role as the Wetland Conservation Act (WCA) Authority is also a key issue in the RCWD regulatory program and incorporated into that section of this report.

In addition, the RCWD maintains a set of rules that govern wetlands within special areas of the District, which are known as CWPMP areas. The CWPMP rules were developed as a component of Resource Management Plans (RMPs), which were developed for several locations in the District experiencing rapid urbanization, and included wetland management, public drainage systems, and water quality/quantity management considerations. The CWPMPs, RMPs, and Rule F were implemented as an effort to balance the responsibilities of the RCWD as LGU for the WCA, drainage authority for MS 103E public drainage systems, and as a manager of water quality and quantity.

The District continued its administration/implementation of the WCA and CWPMPs. In addition to the review and noticing of WCA applications, the District reported all 2023 WCA activity to the Board of Water and Soil Resources (BWSR) and will be completing an audit review of Circle Pines, Hugo, and Mounds View permitting administration as cities within the District that have accepted the LGU responsibility.

Nutrient Enrichment, Algae, and Cultural Eutrophication

Several lakes and streams in the RCWD have issues related to nutrient enrichment and cultural eutrophication. The RCWD has worked diligently to address the impacts of nutrient enrichment and

cultural eutrophication by conducting diagnostic studies and assessments to mitigate excess nutrient loading to District waterbodies. These studies and assessments are essential tools in targeting actions, such as implementation of best management practices (BMPs), that diminish the effect of cultural eutrophication and will be relied upon by District staff to prioritize protection and TMDL implementation efforts.

Goal: Protect and improve water quality conditions in District resources by managing nutrient loading and restoring aquatic ecosystems.

Measurable Goals: Decrease the number of District lakes classified as "restoration" and increase the number of District lakes classified as "protection" by 2 over the next 10 years using the District's Lake Classification System. This will be accomplished through the annual implementation of cost share programs for water quality BMPs which results in a cumulative total reduction of total phosphorus loading to receiving waters of 300 pounds per year (during the WMP 10-year time period).

The District has five policies to ensure adequate progress is achieved toward meeting this goal.

2023 Accomplishments and Activities:

Projects funded through the Stormwater Management Grant Program are anticipated to reduce annual pollutant loading to District surface waters. Annual total suspended sediment (TSS) loading is expected to be reduced by approximately 4.7 tons, and annual total phosphorus (TP) loading is expected to be reduced by approximately 41 lbs.

In 2023, the Minnesota Pollution Control Agency has identified four lakes in the RCWD for potential removal from the *Impaired Waters* list. These lakes were listed as impaired for excess nutrients. Monitoring data from the RCWD and partners suggested that the lakes – Bald Eagle, Golden, Island, and White Rock – were meeting state nutrient criteria. The “de-listings” will be official in 2024. Assuming the lakes are removed, they will transition from the “restoration” to the “protection” phase, thus accomplishing the District's Measurable Goal for *Nutrient Enrichment, Algae, and Cultural Eutrophication*.

2024 Work Plan

The District's Stormwater Management Grant and Water Quality Grant Programs will continue operation. Collectively, they offer over \$500,000 to District local governments, residents, businesses and other stakeholders who aim to implement water quality improvement capital projects and best management practices within the District.

IESFs at Hansen Park, Oasis Pond, and Ramsey County Ditch 11 will continue operation in 2024 and beyond,

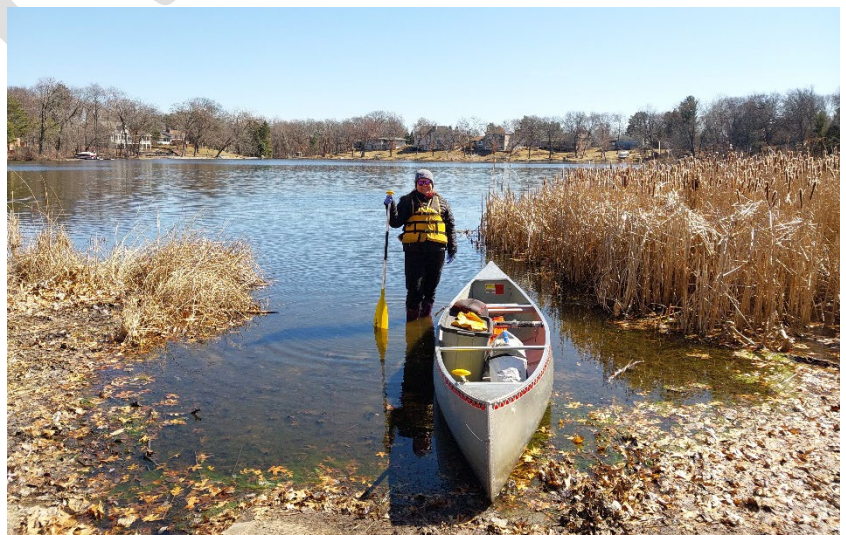


Figure 7 Water Quality Program Staff lake monitoring

reducing sediment and nutrient loads from Ramsey County Ditches 2, 4 and 11, respectively.

The District will continue tracking water quality project information through the MS4Front database and utilize the information to monitor TMDL progress and reduce water quality treatment gaps on the landscape.

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Surface Water Monitoring

Surface water monitoring is a core function of the RCWD. The Monitoring Program Plan establishes monitoring goals and objectives, describes program organization, and identifies data quality objectives.

Monitoring data is used to inform an array of RCWD activities. Monitoring at long-term, fixed sites provides insight into resource conditions and long-term water quality trends. Synoptic monitoring allows District staff to determine if projects achieve predicted water quality benefits if similar projects should be pursued in the future, and how similar projects might be optimized to attain greater pollutant reductions. One-time (investigative) samples are also collected by the District typically to address a perceived transient or short-term water quality problem. Monitoring data is used to calibrate hydrologic, hydraulic, and water quality models that are relied upon by the District in implementation, collaboration, and regulatory efforts.

In addition to monitoring efforts conducted by RCWD staff, the District supports several volunteer monitoring programs. Volunteers monitor lake water quality through the Metropolitan Council's Citizen Assisted Monitoring Program (CAMP). Through Friends of the Mississippi River, volunteers in the Stream Health Evaluation Program (SHEP) track biological health by collecting and documenting aquatic macroinvertebrates. The District partners with county conservation districts to measure lake levels. Finally, the District partners with the United States Geological Survey (USGS) to operate a stream gauging station on Rice Creek in Mounds View.

Goals: Monitor District resources to aid in the planning and evaluation of RCWD management activities.

Measurable Goal: Annually update and implement the RCWD Monitoring Schedule, guided by the RCWD Monitoring Program Plan.

The District has 5 policies to ensure adequate progress towards this goal.

2023 Accomplishments and Activities:

- District staff collected 289 water samples on lakes, streams, and ditches; a total of 1,376 individual laboratory analyses were conducted. District staff regularly monitored 9 lakes throughout the watershed, collecting water samples and physical lake measurements (e.g. temperature, pH, dissolved oxygen). District partners and volunteers monitored another 17 lakes.
- District staff monitored water quality and physical parameters at 11 long-term stream and ditch sites and at 3 synoptic sites.
- The District continued its partnership with the U.S. Geological Survey to operate a continuous USGS stream gage on Rice Creek.
- Aquatic plant surveys were conducted at 10 lakes to manage invasive species and qualify overall lake health.

2024 Work Plan

District staff will be finalizing and implementing an updated Monitoring Program Plan. District staff will monitor water quality and physical parameters on District streams and ditches, and partner with the USGS to operate their stream gage. District staff, cooperators, and volunteers will continue to monitor

lake water quality throughout the watershed. The District will continue to support the SHEP program and conduct aquatic plant surveys on area lakes.



Figure 8 Locke Lake/RCWD Outlet Point into the Mississippi River, Fridley, MN



Surface Water / Groundwater Interactions

The District’s role in the management of groundwater resources is primarily as a collaborator and advisor through funding stormwater reuse projects and directing infiltration where appropriate. The RCWD is also responsible for conforming with groundwater plans developed by relevant counties and will review and submit comments to the DNR for water appropriation permits.

Goal: Protect groundwater-reliant District resources by implementation of surface water management activities.

Measurable Goal: Promote implementation of at least one BMP annually that benefits groundwater-reliant natural resources, such as stormwater infiltration practices or stormwater reuse projects.

The District has 5 policies to ensure adequate progress in this category.

2023 Accomplishments and Activities:

Updated GIS database by incorporating new wellhead protection plan (WHPP) information from its partner municipalities. This information is used to evaluate the feasibility of stormwater infiltration during District permit application reviews.

2024 Work Plan

Continue to promote the reuse of stormwater for its benefits to groundwater resources and improvement of surface water quality. Support and promotion can come through direct funding appropriation when a project is aligned with the 2020 WMP or through one of the District’s grant programs. The District expects to continue developing these types of projects with its partners.



Figure 9 Shoreview Rice Fields Stormwater Reuse Pond

Funding

The District has identified “Funding” as one of its nine management categories. The category is defined as, “Prioritized budgeting of costs for District programs and projects and identification of revenue sources.” There are two key issues within this category: Financing and Funding Sources *and* Funding Distribution.

Financing and Funding Sources

The District needs reliable sources of funding and sound financial management policies in order to carry out its mission.

Goal: Develop and implement an effective framework for sourcing District and external financing and revenue to implement projects and programs to achieve the District’s goals.

Measurable Goal: Develop effective and actionable framework by 2022. Implementation of the framework to assess 100% of District program and capital improvement projects to address financing and funding needs consistent with the framework.

2023 Accomplishments and Activities:

Examined and revised its General Fund Balance Policy. The revision establishes a benchmark by which to provide a fund balance cash flow operating reserve. The reserve being comprised of two elements:

- An unassigned fund balance within the General Fund of not less than 40 percent of the General Fund budget.
- **An assigned fund balance within the Implementation Fund of not less than 40 percent of the next year’s administrative budget lines.**

This is to capture the administrative needs of each fund and the amount will fluctuate with each year’s specific budget objectives.

The District is attentive to its budget and works to document the allocation of funds. The District structured further documentation in its annual budget for clarity. The effort recognizes the importance of a reasonably consistent levy and its achievement through planning and saving for future needs. This includes the previously noted administrative cash flow reserve of both General Fund and its Implementation Administrative Budget, Restricted Funds, Committed Funds, Implementation Fund and Assigned Fund Balance. The definition of each classification follows:

- General Fund – covers the general administrative expenses of the District, including salaries, benefits, and office expenses.
- Implementation Administrative Budget – covers the administrative costs of preparing or amending the District’s plan and the administrative costs of implementation of the plan through projects and programs, pursuant to Minnesota Statutes Section 103B.241.
- Restricted Fund – amounts are subject to externally enforceable legal restrictions, such as funds levied in a Water Management District (WMD) which are restricted to the defined purpose.
- Committed Fund - amounts that can be used only for the specific purposes determined by a formal action of the government's highest level of decision-making authority, such as grant program awards. The commitments may be changed or lifted only by the government taking the same formal action that imposed the constraint originally.

- Program/Project Anticipation Fund – funds accumulated and committed as an alternative to issuing bonds to finance improvements based on findings as to the potential future need of funds for a particular purpose.
- Assigned Fund - amounts a government intends to use for a specific purpose.

RCWD values sound financial management policies to ensure financial stability of the District for the benefit of residents and businesses. The financing and funding of District efforts are carried out using a variety of funding methods. The Board of Managers strives to provide a balance between equity in paying for activities and a streamlined process minimizing administrative costs.

These financial methods can be grouped into two subcategories:

1. District-derived funds and
2. Outside funding sources.

The District can use ad valorem taxes (property tax to all taxable property within the District); the establishment of water management districts (WMDs) (property tax specific to local benefitted parcels, restricted funds) for the purpose of collecting revenues and paying for costs of projects initiated under 103D. Fees and charges are collected based on services provided for permit applications and other services.

The District also continues to apply for outside funding including state grant programs (Clean Water Fund). The Board of Water and Soil Resources' Watershed-Based Funding Program is proving to be a meaningful source of project funds for RCWD and its partners. RCWD used the first "round" of funds it received through this program as pass-through grants for its communities to implement eligible projects. RCWD awarded those funds in 2019 and 2020 and all funded projects were completed by the end of 2021. The second "round" of funding was allocated to the Peltier Centerville Backflow Feasibility Study – the next critical piece of information needed to begin implementation work under the Peltier and Centerville Lakes TMDL. The third round in 2022, BWSR allocated funds by watershed. The District convened eligible parties to collaborate and discuss potential projects ultimately putting forth to BWSR a slate of prioritized projects to implement the funds on the landscape. The District looks forward to working with its partners in 2023 to further resource projects using this funding during the next biennium (BWSR FY23).

The District can borrow funds to finance activities over the interim timeframe between project implementation and receipt of dedicated project funding. The District does not have any of the low-interest Clean Water Partnership Act Revolving Fund loans (from the MPCA) at this time.

The RCWD has frequently used the concept that the responsibility of paying for the completion of a project should be borne by and in proportion to the relative benefits received. When the benefits are regional in nature serving the public, ad valorem revenue is used. As the benefits become more localized, the different funding mechanisms will be considered, sometimes in combination.

RCWD developed its 2023 budget to align with the watershed management plan and deliver improved transparency for long-term financial stability. This is part of an effort to develop and implement an effective framework that supports balanced and steady District levy financing. There was a 5.25% levy increase for 2023 and a 4.65 rise in taxable market value, yet as always a future year's changes in market value, economic conditions may result in changes to the levy rate. (The District is located in four separate metropolitan counties; the District estimates its levy impact on every \$200,000 of taxable

market value to be \$36.) The remainder of the revenue came from water management districts, fees, grants, investment income, and use of the District’s fund balance.

Fund balance reserves are an important component of the financial health of RCWD and ensure the District has enough funds to meet contingency and cash-flow needs. The District’s 2023 budget followed the District’s General Fund Balance Policy and maintained a 40% assigned and unassigned fund balance. The District fund balance also includes a process to save and self-finance for future large projects. This “forced self-saving of funds” earmarks dollars for these future projects and eliminates the need to borrow funds and mitigates large swings or increases in the District’s levy. The “forced self-saving of funds” are identified in the 2023 budget under the project anticipation fund. These are financial best practices and as stated above in this section additional documentation in developing the 2024 budget.

Funding Distribution

The Board of Managers continues to refine its process for prioritizing the funding and implementation of projects and programs using a variety of funding sources that are available to the District.

Goal: Prioritize funding of projects and programs to most effectively meet the goals of the District.

Measurable Goal: As a part of each annual budgeting cycle, re-evaluate prioritization of District capital projects for the upcoming 5-year period.

The District has established 2 policies to ensure adequate progress in this category:

The Board of Managers values the equitable prioritization of projects throughout the District. 100% of communities and counties participated in the development of the watershed management plan; all requested and identified projects were included. The Board of Managers complete an annual budget that considers the District’s capital projects and the requests of our stakeholder communities. They may consider the following factors when establishing priorities:

- Location
- Sustainability
- Consistency with District Programs
- Consistency with local plan priorities
- Capital and maintenance costs
- Expected benefits
- Multiple benefits

The Board works to prioritize requests for financial assistance to preferentially place District-led and cooperative regional projects within those geographic locations which provide the most flood control and water quality benefits to the region. The intent of prioritizing is to facilitate decisions regarding which projects provide the greatest benefit within the District compared to the fiscal investment with the realization that this may not always be possible. In 2023, District staff continued to actively engage our partner communities regarding upcoming capital projects and budgetary needs for consideration in developing the 2024 District budget. It is anticipated that several projects that were discussed through this effort will be able to be funded by the RCWD Board in the coming year.

When the prioritization of proposed projects based on the factors above is comparable, the Board will strive to ensure that geographic funding equity is maintained across the District.

2024 Work Plan

Continue to develop a transparent budget in consideration of its mission and the needs of residents and stakeholders. The Board will re-evaluate the prioritization of District capital projects and protection of past public dollar infrastructure investments during the annual annual budgeting cycle and continue to develop an effective framework for secure funding.

Evaluate any new concerns or assistance requests with consideration to the urgency of the problem, the nature of the District’s responsibility, and the capacity of the District to respond (including available funding and staffing considerations). The Board requires that all cases be fairly considered and evaluated.

When the prioritization of proposed projects (based on the factors listed above) are comparable, the Board will strive to ensure that geographic funding equity is maintained across the District.



Figure 10 White Bear Lake

Collaborations

The RCWD has identified “Collaborations” as one of its nine management categories. This category is defined as: “developing and maintaining positive, collaborative relationships and agreements with other agencies and partners to better carry out the District’s mission.” There are two key issues within this category: Collaborations with Local, State, and Federal Partners *and* Collaborations with Private Partners.

**See Outreach and Communications section for additional information.

Collaborations with Local, State, and Federal Partners

The RCWD has a long history of collaboration and partnership with federal, state, and local agencies. However, demands for District collaboration continue to increase.

Goals: Continue collaboration with local, state, and federal partners through project implementation, outreach programs, and city/county partner meetings to better carry out the District’s mission.

Measurable Goal: Hold one or more city/county partner meetings annually. It will also implement cost-share programs with public partners annually.

The District has 2 policies to ensure adequate progress in this category.

Collaborations with Private Partners

The District must collaborate with private partners (e.g. landowners, businesses) to better carry out its mission.

Goal: Collaborate with private partners through voluntary action or cost-share incentives by effectively implementing the Natural Waterway Management Program, Stormwater Management Grant Program, and Water Quality Grant Program to achieve District and landowner goals.

Measurable Goal: Continue to fund its existing cost-share incentive programs annually.

The District has 2 policies to ensure adequate progress in this category.

2023 Accomplishments and Activities:

The District partners with its 28 member cities and townships and 4 counties (Washington, Ramsey, Anoka, and Hennepin) on various initiatives to complete or progress District goals.

The Municipal Capital Improvements – Early Coordination Program enables staff to work closely with cities and other agency partners to identify voluntary capital improvement opportunities for water quality and water quantity conservation. The program works to provide cities (and other qualified applicants) access to funds from the District’s Water Quality Grant Program and the Stormwater Management Grant Program.

The District helps municipalities through coordination of Local Water Planning efforts. All 28 communities now have RCWD Board-approved Local Water Management Plans.

The Modelling and Planning Program impacts the effectiveness of collaborations but also addresses water quality and flooding issues (see those sections for additional information). RCWD collaborated with The US Army Corps of Engineers to implement the Wetland Conservation Act (WCA) within our District. RCWD collaborated with FEMA about their Flood Insurance Rate Maps (FIRMs). RCWD also collaborated with the Met Council, DNR, MPCA, MDH, and the USGS on various water quality monitoring initiatives. RCWD continues to work with communities and surrounding watershed districts on its Boundary Management Program. Ongoing efforts to update watershed boundaries will continue. The Stormwater Management Grant Program and the Water Quality Grant Program are two very successful incentive programs implemented annually. These cost-share programs also make funds available to our public stakeholders. The Stormwater Management Grant Program is a grant program that funds capital improvements constructed by counties, cities, townships, school districts, libraries, and other entities, to enhance water quality (e.g., sediment, nutrient, & chloride management), alleviate flooding issues, or increase groundwater recharge.

The District’s cost-share programs have substantial impacts on water quality and flooding issues; they also support the efforts of programs including the Groundwater Management & Stormwater Reuse Assessment Program. Issue specific information on this program is included in the Water Quality and Flooding sections of this report.

Approved project funding for the 2023 Stormwater Management Cost Share Program is laid out in the table below:

Applicant	Project Title	Total Funding Amount
City of Fridley	Farr Lake and Danube Ponds Pretreatment Project	\$100,000
City of New Brighton	Public Works Facility Flood Mitigation Project	\$100,000
City of Roseville	C2 and Simpson Underground Infiltration	\$100,000
Ramsey County	Bald Eagle Blvd SAFL Baffle	\$25,000
Ramsey County	Silver Lake Road at Rice Creek Stabilization and SAFL Baffles	\$100,000
Washington County	CSAH 12 Improvements	\$10,000
TOTAL FUNDS COMMITTED:		\$435,000

The Water Quality Grant Program provides funding and assistance for landowners to install Best Management Practices (BMPs) or projects that aim to improve the quality of surface water within the District. Stewardship through grant opportunities also builds valuable connections between the District and communities on the importance of improving and maintaining excellent water quality. The RCWD has technical services agreements with Anoka Conservation District (ACD), Ramsey County Parks and Recreation Soil and Water Conservation Division (RSWCD), and Washington Conservation District (WCD) to assist with site assessments, project design, and landowner applications.

RCWD allocated \$175,000 for 2023 projects. A total of 2 projects in Anoka County, 8 projects in Ramsey County, and 1 project in Washington County were completed. Most projects in 2023 focused on lake shoreline restoration for erosion control and rain gardens for stormwater infiltration. This year, pet Waste stations were introduced to the program as a BMP eligible for cost-share. The City of Fridley installed two pet waste stations at Moore Lake Park as part of the park’s improvement project.

2023 Water Quality Grant Program Project Summary:

- Two Pet Waste Stations
- Eight Shoreline Restorations
- One Curb-Cut Raingarden
- One Wetland Restoration

The Washington County Miron Waste Storage Facility project contract was amended for a deadline extension in the third quarter of 2023 and work is expected to commence in the summer of 2024.

The District's cost-share programs have substantial impacts on water quality and flooding issues; they also support the efforts of programs including the Groundwater Management & Stormwater Reuse Assessment Program. Issue-specific information on this program is included in the Water Quality and Flooding sections of this report.

2024 Work Plan

RCWD will hold at least two city-county partner meetings.

Continue collaborations with our partners through the Stormwater Management Grant Program and other grant funding sources as they become available. The District continues its goal to expand the quantity and type of projects funded through the program by continuing to conduct outreach to the agricultural and rural landowners of the District. RCWD will prioritize targeting projects in TMDL areas, projects identified in completed sub watershed assessment reports, and city's local water plans.

Regulatory

RCWD has identified “Regulatory” as one of its nine management categories. The category is defined as, “administration of District rules to manage District water resources.” There are three key issues within this category: District Rules, the District’s Role as WCA Authority, and Permitting and Enforcement.

District Rules

The District has adopted a set of rules to guide its decision-making regarding stormwater management, soil erosion and sediment control, floodplain alterations, wetland alterations, illicit discharge, and other activities within the boundaries of the District. These rules also incorporate the State’s NPDES and MS4 requirements.

Goal: Ensure that implementation of District rules adequately protects RCWD resources while providing enough flexibility that the program does not unreasonably hinder land use.

Measurable Goal: the District will annually implement the District’s rules through the permitting program and will solicit stakeholder input on the District rules every five years.

The District has 2 policies to ensure adequate progress in this category.

The current RCWD regulatory rules were adopted by the Board of Managers for implementation on January 1, 2021. The District is planning to revise its regulatory rules in 2024. The process of revising the rules will include the opportunity for stakeholder input through a formal comment period and public hearing. The goal is to have the updated rule set adopted for a January 1, 2025 implementation date.

District’s Role as Wetland Conservation Act (WCA) Authority

The District is responsible for the implementation of WCA (as augmented by the CWPMPs) to achieve no net wetland loss while recognizing the need to develop land and manage the maintenance/repair of public drainage systems.

Goal: Fulfill the District’s responsibility as the designated WCA LGU, as outlined in MN Rule 8420.

Measurable Goal: Implement the District’s wetland permitting program and annually report the LGU administration of the rule.

The District has 3 policies to ensure adequate progress in this category.

2023 Accomplishments and Activities:

The District is the Local Government Unit (LGU) responsible for the implementation of state Wetland Conservation Act (WCA), except for within the cities of Hugo, Circle Pines, and Mounds View, or associated projects on state lands, such as those involving MnDOT and the DNR.

RCWD maintains a set of rules that govern wetlands within special areas of the District, which are known as CWPMP areas. The CWPMP rules were developed as a component of Resource Management Plans (RMPs), which were developed for several locations in the District experiencing rapid urbanization, and included wetland management, public drainage systems, and water quality/quantity management considerations. The CWPMPs, RMPs, and Rule F were implemented as an effort to balance the

responsibilities of the RCWD as LGU for the WCA, drainage authority for MS 103E public drainage systems, and as a manager of water quality and quantity.

Staff reported all 2023 WCA activity to the Board of Water and Soil Resources (BWSR) and will complete an audit review of Circle Pines, Hugo, and Mounds View as permitting administration cities within the District that have accepted the LGU responsibility.

2024 Work Plan

- Continue its administration/implementation of the WCA and CWPMPs.
- Consider any changes to Rule F as part of the rule revision process.
- Review and notice all WCA applications.



Figure 11 Golden Lake Shoreline/Buffer Zone

Permitting and Enforcement

In accordance with District rules, permits are issued to protect public health and welfare and the District's natural resources.

Goal: Create efficiency and flexibility in the permitting process, while maintaining the intent of the rules.

Measurable Goal: Survey permit applicants to consider solutions to issues of stormwater and wetland permit flexibility, at least once during the 10-year implementation period of the Plan.

The District has 3 policies to ensure adequate progress in this category.

2023 Accomplishments and Activities:

The District continued to implement an efficient regulatory program. The District remains committed to improving the application review process with simplified "insufficient" emails, increased phone calls on application review status, and pre-application meetings. As part of the new RCWD website, the District implemented a new online permit application. Applicants can submit their application information into guided fields and upload their application materials rather than fill out an application form by hand and submit their application through email or physically through the mail or dropping off materials at the office.

The current permit application fee schedule was adopted by the Board on December 9, 2021, and implemented on January 1, 2022. Staff reviewed the data with the Board of Managers after two years of implementation. Thus far, the fee schedule has been successful in meeting the goals of the Board of Managers of simplifying the submittal process, recuperating approximately 60% of private permit fee review costs, and improving equity in the cost of permit review for compliance with the rules. No changes were recommended to the fee schedule, but the Board of Managers sees value in continuing to assess the fee schedule on a yearly basis.

The District has a publicly available GIS viewer which is found on the front page of the District's website. The viewer contains map layers for roads, waterways, floodplains, RCWD's public drainage system (ditches and tiles), wetlands, topography, aerial imagery, and more. The viewer is intended to assist landowners, cities, consultants, and others in planning. In addition, RCWD completed its second full year of the permit database, MS4Front. The database has improved RCWD's effectiveness in tracking permits, stormwater BMPs, inspection reporting, and annual MS4 reporting among other benefits.

The Cities of Circle Pines and Hugo continued to assume administrative delegation of District Rules C, D, E, and F. In addition, the City of Mounds View began its first year of similar administration. Staff continue to provide support to these cities when requested (e.g. questions on rule administration or as a WCA TEP member) and will complete the annual audit soon to ensure proper administration of District rules/standards.

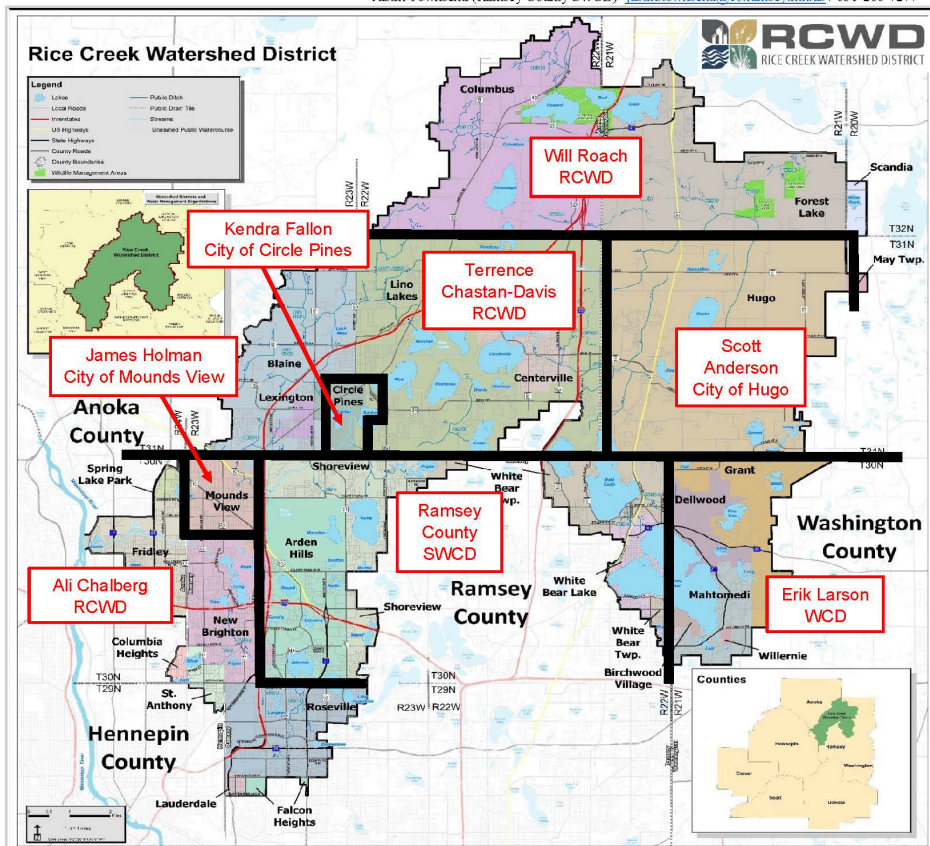
Inspections

The RCWD is geographically subdivided into inspection areas served by separate staff with multiple duties (not including the City of Hugo, the City of Circle Pines, and the City of Mounds View who have permitting authority for RCWD Rules C, D, E, and F—see map below). The RCWD continues to contract with the Ramsey County Soil & Water Conservation Division (SWCD) (formally Ramsey Conservation District) and Washington Conservation District (WCD) for inspection services within portions of the

District. The inspection service agreement term with Ramsey County SWCD and WCD will end in December 2024. The relationship with both Ramsey County SWCD and Washington Conservation District continues to substantially contribute to the RCWD’s overall inspection activity. Moving into 2024, RCWD inspectors continue to be at full staff capacity. The map on the below shows the current inspector areas within the District.

**Rice Creek Watershed District
Inspector Area Map**
May 12, 2023

Inspector Contact Information
 Ali Chalberg (RCWD)- achalberg@ricecreek.org / 763-398-3078
 Terrence Chastan-Davis (RCWD)- tchastandavis@ricecreek.org / 763-398-3074
 Will Roach (RCWD)- wroach@ricecreek.org / 763-398-3085
 Kendra Fallon (City of Circle Pines/WSB)- kfallon@wsbg.com / 612-201-1361
 Scott Anderson (City of Hugo)- SAnderson@ci.hugo.mn.us / 651-762-6326
 James Holman (City of Mounds View)- jame.holman@moundsviewmn.org / 763-717-4035
 Erik Larson (Washington Conservation District)- el Larson@mnwcd.org / 952-500-0525
 Justin Townsend (Ramsey County SWCD)- justin.townsend@co.ramsey.mn.us / 651-266-7277



Erik (WCD)	Terrence (RCWD)	Will (RCWD)	Ali (RCWD)	Ramsey County (SWCD)	Scott (City of Hugo)	Kendra (City of Circle Pines/WSB)	James (City of Mounds View)
Birchwood Village	Blaine Centerville Lexington Lino Lakes May Twp	Forest Lake Columbus Scandia	Columbia Heights New Brighton St. Anthony Spring Lake Park	Arden Hills Shoreview	White Bear Twp White Bear Lake	Hugo	Mounds View
Dellwood			Falcon Heights				
Grant Mahtomedi Willernie			Fridley Lauderdale Roseville				

The District has continued a partnership with the City of Centerville through a JPA which started as a pilot program during the spring of 2021. Through this partnership program, RCWD has conducted erosion and sediment control inspections for City/District permitted projects to assist with meeting Minimum Control Measure (MCM) 4 requirements while billing the city a specific hourly rate for services under the JPA. Both organizations find value in the JPA and partner on necessary enforcement action to influence permit compliance. The JPA was first amended on February 24, 2023, to continue services into

early 2024. On February 14, 2024 the JPA was again amended and is expected to be executed early March 2024. The most recent JPA amendment incorporates a two-year automatic term renewal and utilizes the District’s administration fee schedule.

RCWD hired both a new Project Support Technician and a Watershed Technician/Inspector in 2023. Adding another Watershed Technician/Inspector has increased the internal inspector capacity and helps to align with our goals to inspect active construction sites on a regular basis. The Project Support Technician position was developed, in part, to develop and implement a renewed historic permit and permit management effort. This new staff has sorted through hundreds of historic permit files and updated the MS4Front database to ensure the accuracy of District data. The Project Support Technician is also evaluating and updating the framework for historic permit closures.

The RCWD inspectors continue to maintain a regular presence on active construction sites while balancing the need to resolve older, inactive/historical permits. Inspectors will proceed with efforts to avoid creating more historical permits. Inspectors review the historical permit list annually; this review routinely shows a decrease in the number of outstanding historical permits. Regulatory staff will continue to annually review the list of inactive/historical permits and make efforts to close open permits.

Inspectors will continue working towards the established goals of inspecting each active construction site at least once a month and contacting permittees at least once per year for inactive/historical or stabilized sites with remaining permit requirements.

The following table shows the quantification of permit applications, inspections, and enforcement actions from 2021 – 2023 (last three years):

Year	2021	2022	2023
Review Files (WCA-only decisions, complaint files, and other site reviews)	340	297	250
Permit Applications	137	118	81
General Permits Issued	138	108	92
Variances Issued	2	1	2
Enforcement Actions Taken	0	0	0
Construction sites inspected	225	242	207
Notices of violation - includes all inspection reports issued containing at least one non-compliant item (including minor compliance issues)	80	98	139
Total inspections	637	729	664

Stop work orders (10-day notice)		8	5	10
Frequency at which construction site inspections are conducted		Weekly	Weekly	Weekly
Permits closed		118	83	113
Previously permitted sites inspected for permanent Stormwater BMP maintenance		1	1	1
Board Orders		1	0	0

2023 Activities:

- Received 118 Permit applications
- 108 permits were issued in 2022; this includes applications from 2022 and previous years

The District measures the success of permit review by the issuance of permits and the closure of permits. District inspectors review permits to ensure that they are meeting the permit obligations. When deficiencies are observed inspectors continue to document the issues and actively work with applicants to bring their sites into compliance.

2024 Work Plan

- Ensure that permits are processed in a timely and professional manner
- Continue improvements to the regulatory department to increase efficiencies of permit processing
- Utilize the District database (MS4 Front) to administer permitting, increase inspection efficiency, assist the District with MS4 permit compliance tracking (permitting and regulatory administration), and meet other program needs
- Work with cities to ensure that the RCWD rules are well-understood by city staff through RCWD partnership meetings and direct communications with municipalities and shared applicants.
- Ensure the District’s permit program and responsibilities as the WCA Local Government Unit (LGU) are applied fairly and uniformly throughout the District
- Continue acceptance of electronic permit application materials to make files more accessible and use less office space
- Ensure permit holders and municipalities are using and encouraging proper erosion control measures at development sites through regular site inspections
- Continue to provide best project value to citizens by expending local efforts in coordinated regulation of MnDOT design-build approach to projects
- Improve readability of regulatory materials on the District’s website
- Continue to hold an annual/semi-annual RCWD and consulting engineer permit team training seminar
- Continue to encourage early project coordination with pre-application meetings
- Utilize an enforcement memo to determine “level of risk” for permit compliance
- Continue contracted MCM 4 erosion and sediment control inspections under the amended JPA with the City of Centerville

- Continue to coordinate with Ramsey SWCD and Washington Conservation District for inspection services under agreements
- Review historic/unresolved permit files and develop strategies for closure
- Consider revising the regulatory rules for implementation in January 2025.
- Review and consider changes to enforcement procedures for non-compliant sites
- Review and consider changes to surety fee schedule



Figure 12 Construction Dewatering Site

Communications, Outreach, and Education

The District has identified “Communications, Outreach, and Education” as one of its nine management categories. The category is defined as, “Implementation of effective outreach efforts related to District priorities, policies, activities, and projects. Outreach efforts tailored to four main audiences: General Public; Counties; Cities; and State Agencies.”

Communications and outreach efforts were documented and aligned with the requirements of the MS4 permit.

Communication Opportunities and Strategies

RCWD must identify and implement communication strategies and education opportunities for stakeholders to facilitate informed decision-making related to District resources.

Goal: Communicate with District constituents to define RCWD priorities and available data, to highlight activities and projects, and receive constituent input

Measurable Goals:

- Participate in at least 6 constituent meetings annually (homeowners’ associations, lake associations, neighborhood groups, or other city-hosted events).
- Post monthly updates to District social media platforms.
- Complete an information sheet and maintain current project information on the District website for all RCWD capital improvement projects.
- Complete an annual report and post it on the District website.

Goal: Ensure adequate resources are available to District constituents to ensure broad communication of the District’s mission.

Measurable Goal: Distribute at least 6 articles per year to partners and media on topics supporting the District's mission and produce/provide stormwater-related outreach materials to District partners at least two times per year.

The District has 4 policies to ensure adequate progress in this category.

2023 Activities and Accomplishments:

- Created a new website, see below for more information.
- 4 District update articles published on website
- Participated and hosted multiple workshops with partners for residents, contractors, staff, and professionals throughout the district.



Figure 13 Educational Sign for Middle Rice Creek Restoration Project, installed 2023

- Sponsored 3 Smart Salting workshops with partners.
 - Sponsored 2 Blue Thumb workshops.
- New partnership with White Bear Arts Center established. Art programming and projects planned for 2024.
 - Selected a Water Steward-Art for Water Artist together to complete a public art project in RCWD
- New partnership with Fridley Public Art Plan established. Art project planned for 2024.
- Created 2 new project signs for educating the public on-site.
- Presented at several conferences including the MN Watersheds Conference, MN Water Resources Conference, and Washington Consortium
- Daily to weekly updates and informational articles posted on social media platforms.
- Engaged citizens in volunteer programs including the Minnesota Water Steward Program and Stream Health Evaluation Program (SHEP).
- Supported communities and regional partners in their outreach efforts by providing content, resources, and appropriate assistance. This included; shared content and materials, creation of targeted materials, expertise, and cost-share and incentive programs for partners to use with (including but not limited to) newsletters or community publications, social media and websites, community events or presentations, school programs, targeted audience or topic outreach, or implementation of a BMP program.
- Shared information on District programs, projects, policies, priorities, and activities with cities, townships, counties, legislators and legislative staff, state officials and staff, and partner organizations.
- Attended over 5 table events with local libraries, community centers, and non-profit organizations to share educational materials, talk with residents, and present on stormwater topics.
- Completed an annual report and post it on the District website.
- RCWD staff attended and presented at various lake association meetings.
- Supported community and regional outreach partners including East Metro Water Resource Education Program (EMWREP), Anoka County Water Resource Outreach Collaborative (AWROC), Blue Thumb (and Lawns to Legumes), and Metro Watershed Partners
- Supported cities with direct outreach for Adopt a Drain program.
- Supported various educational video projects with partners such as Anoka SWCD.
- Supported educational projects from a non-profit, Growing Green Hearts
- Submitted over 6 articles for community newspapers and newsletters – varied topics and district updates.
- Provided event handouts and displays for various events across the district.
- Provided materials to 3 local schools for education purposes such as water quality books, activity books, and coloring books.
- Met with various cities one on one to discuss stormwater management



Figure 14 Outreach and Communications Manager presenting at MN Watersheds Conference

projects, grant programs, and outreach activities.

Grant Programs

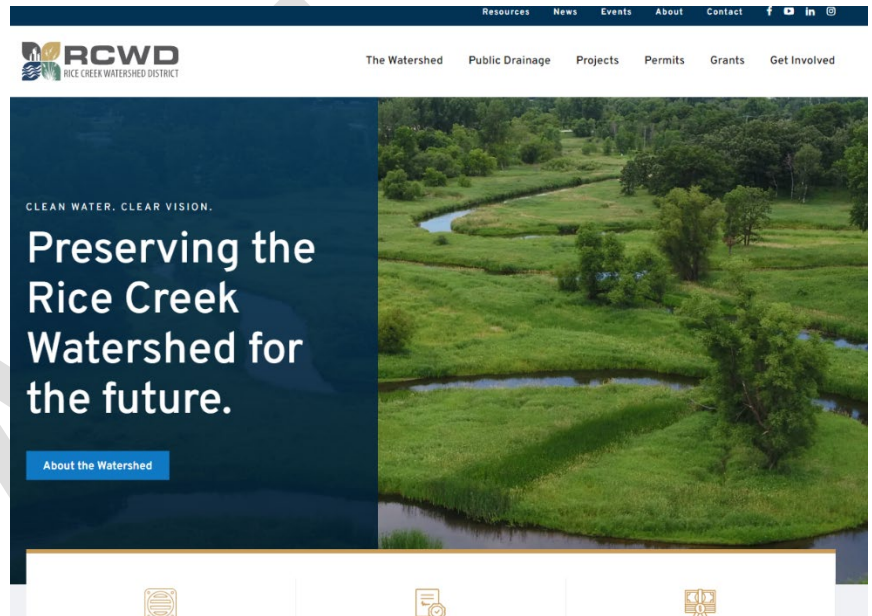
The District implemented three incentive programs with two specifically targeting individuals (the Mini-Grant and Water Quality Programs). \$10,000 was provided through the Mini-Grant program. A total of 23 mini-grants were issued: 2 grants for rain barrels, 2 grants for low-mow turf, 2 grants for water outreach and education, and 17 for native plantings. Of the 23 mini-grant awards, 2 awards were forfeited.

RCWD's Website

Completed and launched a new website in 2023.

Website Highlights:

- Created a "News" page on the website to write and publish updates on RCWD work. Public Notices are published and easily accessible on the News page.
- Created a "Resources" page to increase public access to District materials and documents
- Created a "Projects" page to inform the public on the work the District conducts.
- Utilizing MailChimp program to increase email communications and news updates.



2024 Work Plan

- Develop a targeted outreach plan to prioritize locations and water resource issues to focus on and engage those communities.
- Create toolkits and informational packets for RCWD's Grant program applicants.
- Establish new partnerships with local organizations and collaborate on outreach/education projects.
- Support and increase art-related activities throughout the District related to water resources.
- Continue promoting and educating the public about grant programs.
- Continue to host city-county partner meetings and meeting with cities one on one to discuss water resource needs.

- Continue to host workshops with Blue Thumb, EMWREP, and other partners.
- Continue support for MN Water Stewards Program, East Metro Water Resource Education Program (EMWREP), Anoka County Water Resource Outreach Collaborative (AWROC), Blue Thumb (and Lawns to Legumes), and Metro Watershed Partners, and other non-profit organizations.
- Continue volunteer programs like SHEP and CAMP with partners.
- Develop new video material to engage the public to be used on our website, social media platforms, and at meetings.



Figure 15 RCWD Climate Resiliency Project Workshops with Public

DRAFT



ITEMS REQUIRING BOARD ACTION

2. Curlyleaf Pondweed Management Agreements – Matt Kocian

MEMORANDUM
Rice Creek Watershed District



Date: April 17, 2024
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Curlyleaf Pondweed Management Agreement

Introduction

Seeking Board approval for 2024 curlyleaf pondweed management activities – vendor contracts and lake association cost-share agreements

Background

Curlyleaf pondweed (*Potamogeton crispus*) is an invasive aquatic plant found in many Twin Cities Metro Area lakes. Curlyleaf has an unusual life cycle; unlike native aquatic plants, which grow early-summer through late-fall, curlyleaf *begins* growing late in autumn. It survives under the ice during the winter and grows rapidly after ice-out, often creating dense mats of vegetation. Around mid-summer the plant dies and decomposes, releasing accumulated phosphorus into the water column. The phosphorus contributes to algae growth and declines in water clarity. Additionally, the void in aquatic plants created by the mid-summer decline in curlyleaf further exacerbates algae blooms by exposing nutrient-rich lake sediments to resuspension, and by reducing habitat for algae-eating zooplankton. For this reason, the RCWD has actively managed curlyleaf using aquatic herbicides. Permanent control (i.e. eradication) is not possible. However, annual herbicide treatments are effective at reducing the impacts of curlyleaf pondweed.



The purpose of managing curlyleaf pondweed is 1) to improve water clarity, via the mechanisms described above, and 2) to promote the growth of healthy, native lake plants. Although the herbicide used to control curlyleaf is not selective, it is applied during the early-spring when only curlyleaf is growing. Therefore, only curlyleaf is affected; native plants are not harmed.

Managing curlyleaf pondweed is consistent with RCWD’s Aquatic Invasive Species Policy, as well as RCWD’s goals for protecting and improving water quality. The RCWD has partnered with lake associations for over 20 years to reduce the abundance of curlyleaf pondweed using aquatic herbicides. Lakes are selected for management based on need (a problem exists), and lake association desire and



MEMORANDUM Rice Creek Watershed District

willingness to financially partner; costs are split 50/50 between the District and lake associations, after applicable DNR grants.

For 2024, District costs are *estimated* to be \$8,000. However, the District must pay upfront costs, prior to reimbursements from DNR grants and lake associations. Thus, we are asking the Board to approve total *estimated* costs of \$20,000. The District's 2024 budget for curlyleaf pondweed management is \$50,000; our costs are well under budget.

Notes on cost:

- The estimated 2024 costs are conservative. The actual 2024 costs will depend on early-season curlyleaf pondweed surveys and lake homeowner willingness to cost-share. It's common for actual costs to be much lower than estimated costs. For example, the total *estimated costs* in 2020 were \$35,000, but the total *actual costs* were about \$18,300.
- Consistent with the RCWD Aquatic Invasive Species Policy, only large (> 1 acre), dense, and monotypic areas of curlyleaf pondweed are managed.
- As in past years, if curlyleaf pondweed is not found in sufficiently large and dense patches, or if lake homeowners do not wish to financially partner, treatment will not occur.
- As a policy, the District does not treat near-shore areas on lakes (within 150 feet); by DNR rule, treatment in these areas requires the permission of the landowner

Staff Recommendation

Staff recommend that the Board approve RCWD 2024 curlyleaf pondweed management activities and expenditures outlined in this memo.

Proposed Motions

1. Manager _____ moves to authorize the Administrator to enter into cost-share agreements with lake associations for curlyleaf pondweed treatments in 2024.
2. Manager _____ moves to authorize the Administrator to enter into professional services agreements with Lake Management, Inc. for herbicide treatment of curlyleaf pondweed with the total costs not to exceed \$20,000.

ITEMS REQUIRING BOARD ACTION

3. Centerville Lake Alum Project Contractor Selection – Matt Kocian

MEMORANDUM
Rice Creek Watershed District



Date: April 18, 2024
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Centerville Lake Alum Project Contractor Selection – Applicator Contract and Access Agreements

Introduction

Seeking Board approval to execute an agreement with an alum applicator, and access agreements with project partners.

Quote and Applicator Agreement Background

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

Barr released the *Request for Quotes* (RFQ) to three potential alum applicators on March 29, 2024. Quotes were due on April 11, 2024. One quote was received from Solitude Lake Management. Solitude (formerly HAB Aquatic Solutions) previously completed the alum treatment on Bald Eagle Lake in 2014/2016.

Barr has reviewed Solitude’s quote package and found them to have the necessary qualifications for the project. They have the equipment to apply the required amount of alum over the project timeframe. They also have references from similar projects, in Minnesota, Wisconsin, and across the country.

Barr’s *opinion of probable cost* AND the District’s budget for the alum application is \$1,021,747.00. Solitude’s quote is \$957,312.50, which is \$64,434.50 (6%) under budget.

The Centerville Lake Alum Project includes two alum applications – 2024 and 2026. The quote and subsequent agreement cover both applications.

Recommendation 1

Barr has recommended (see attached memo) that the District award the contract for the Centerville Lake Alum Project to Solitude Lake Management. District staff concur. District staff request a contingency of \$64,434.50 be added to the motion, to cover unforeseen costs.

Access Agreement Background

Access for the Centerville Lake Alum Project will be in two locations, with two project partners. Access for launching the alum application boat will be via the Rice Creek Chain of Lakes Park Preserve, owned and operated by Anoka County. Access for alum staging and “refueling” will be via a parcel owned by St. Paul Regional Water Services. The parcel once housed pump equipment for St Paul’s municipal water



MEMORANDUM

Rice Creek Watershed District

supply; the parcel is currently vacant. Both Anoka County and St. Paul Regional Water Services are amenable to providing access, and have advanced access agreement. These agreements are currently being reviewed by District staff and legal counsel.

Recommendation 2

District staff recommend executing access agreements, on advice of counsel, with Anoka County and St. Paul Regional Water Services for the Centerville Lake Alum Project.

Proposed motions

Manager _____ moves to authorize the Administrator, on advice of counsel, to enter into an agreement with Solitude Lake Management, Inc. for the Centerville Lake Alum Project, for an amount not to exceed \$957,312.50. The Administrator is further authorized to approve contract amendments not to exceed \$64,434.50.

Manager _____ moves to authorize the Administrator, on advice of counsel, to execute access agreements with Anoka County and St. Paul Regional Water Services for the Centerville Lake Alum Project.

Attachments

- Barr Engineering, Memorandum: Recommendation to award contract, April 12, 2024
- Solitude Lake Management: Quote for Centerville Lake Alum Project

Memorandum

To: Rice Creek Watershed District Board of Managers
From: Mark Origer, PE and Joe Bischoff
Subject: Centerville Lake Aluminum Sulfate Treatment—Recommendation to Award Contract
Date: April 12, 2024
Project: 23621512
c: Matthew Kocian, Lake and Stream Manager

Background

In February 2024, Rice Creek Watershed District (RCWD) hired Barr Engineering Co. (Barr) to assist in the aluminum sulfate application and treatment monitoring of Centerville Lake. The work scope included finalizing the aluminum sulfate dose and strategy for the lake, developing contract documents for bid or quote solicitation, and field observation of the alum applications.

Quotes

Barr completed the design of the Centerville Lake Aluminum Sulfate Treatment for the RCWD. After RCWD staff discussions with RCWD legal counsel and staff at the Minnesota Board of Water and Soil Resources, RCWD staff instructed Barr to solicit quotes for the aluminum sulfate treatment. Barr sent request for quotes on March 28, 2024, to Solitude Lake Management, Lake Restoration, and PLM, who all have chemical application experience in lakes. Quotes were due on April 11, 2024.

Two aluminum sulfate applications are needed in the lake. The split application will be more effective at converting sediment phosphorus to aluminum bound phosphorus. Further, splitting the dose provides an opportunity to adjust the dose if needed following the first application. One application will be in 2024 and the second will be in 2026. To further complicate the work, construction at the Rice Creek Chain of Lake Park Reserve affects equipment staging and lake access. Therefore, the quote was set up with a base quote and alternate quote for mobilization and access differences. The base quote included mobilization/demobilization and staging for the 2024 and 2026 applications from the boat launch on the west side of the lake. An alternative quote included mobilization/demobilization for the 2024 application on the northeast side of the lake and staging on the east side of the lake on the St. Paul Regional Water Services (SPRWS) property. Mobilization and staging for the 2026 application would occur from the boat launch on the west side of the lake.

Solitude Lake Management submitted a quote. The other companies did not and did not provide any responses. Solitude Lake Management's base quote is \$957,312.50 and their alternate quote is \$1,029,325.50. Barr's engineer's opinion of probable cost was \$1,021,747.

Solitude Lake Management meets the qualifications for the project and provided the following required information associated with bidding: completed quote forms, equipment list, list of suppliers, and project references.

Barr has communicated with Solitude Lake Management regarding access and staging of the project and the construction constraints through the Park. Solitude Lake Management has agreed to use the boat

To: Rice Creek Watershed District Board of Managers
From: Mark Origer, PE and Joe Bischoff
Subject: Centerville Lake Aluminum Sulfate Treatment—Recommendation to Award Contract
Date: April 12, 2024
Page: 2

ramp for 2024 for accessing the lake while using the SPRWS for chemical staging under the base quote provided. For the 2026 application, they will utilize the park route and access on the west side of the lake.

Schedule

The completion date for the 2024 application is May 23, 2024, while the application window for the 2026 application is in the spring of 2026 to May 22, 2026, as conditions are favorable.

Recommendation

Based on the quote documentation submitted and price from Solitude Lake Management, Barr recommends that Solitude Lake Management be awarded the contract for the Centerville Lake Aluminum Sulfate application.

- The Work for the 2026 aluminum sulfate application can begin anytime in the spring of 2026 when conditions are favorable as outlined in the technical specifications. Substantial Completion for the 2026 aluminum sulfate application is May 22, 2026, unless otherwise approved by the Engineer.

E. PRICE QUOTE FORM

- The undersigned Contractor proposes and agrees, if this quote is accepted, to enter into an agreement with the Owner in the form included in the Contract Documents (Exhibit B), and to perform all work as specified or indicated in the Contract Documents for the prices in this quote and within the times indicated, in accordance with the terms and conditions of the Contract Documents. Contractor accepts all terms and conditions of the request for quotes. A submitted quote will remain subject to acceptance for 30 days after the date for submission of quotes stated above.
- In submitting this quote, the Contractor represents that it has examined and carefully studied the Contract Documents, and any data and reference items identified in the Contract Documents, and hereby acknowledges receipt of the following addenda:

Addendum No.	Addendum Date
n/a; none	

- The price quote form may be completed in ink, by typewriter, or by computer program.
- The address and telephone number for communications regarding the price quote must be shown on the price quote form.
- Estimated liquid aluminum sulfate quantities are absolute and must be applied throughout the lake. Contractor will apply excess quantities (if applicable) to the lake at the direction of the Engineer.
- The Contractor understands that this project is funded in part by the Clean Water Legacy Fund Act. The local prevailing wage rates published by the Minnesota Department of Labor and Industry under Minnesota Statutes 2023 Section 177.41 to 177.44 or any succeeding statutes shall be the minimum rate paid to workers, laborers, and mechanics on the project. The wage rate requirements are included in Section 01230 and Exhibit D.

7. BASE QUOTE FORM (SEE EXHIBIT A-FIGURE 2)

Item	Description	Unit	Estimated Quantity	Unit Price	Extension
1.1	Mobilization/Demobilization (Base Quote-Figure 1)-2024 Application	L.S.	1	\$65,246.00	\$65,246.00
1.2	Liquid Aluminum Sulfate (Alum) Application to Centerville Lake-2024 Application	Gallons	194,546	\$2.05	\$398,819.30
1.3	Mobilization/Demobilization (Base Quote-Figure 1)-2026 Application	L.S.	1	\$65,246.00	\$65,246.00
1.4	Liquid Aluminum Sulfate (Alum) Application to Centerville Lake-2026 Application	Gallons	194,546	\$2.20	\$428,001.20
	Total Base Quote				\$957,312.50

GRAND TOTAL OF BASE QUOTE EXTENSIONS

(in words) Nine hundred fifty seven thousand three hundred twelve & 50/100 Dollars
 (\$ 957,312.50)



ALTERNATE QUOTE FORM (SEE EXHIBIT A-FIGURE 3)

Item	Description	Unit	Estimated Quantity	Unit Price	Extension
1.1	Mobilization/Demobilization (Alternate Quote-Figure 2) - 2024 Application	L.S.	1	\$101,253.00	\$101,253.00
1.2	Liquid Aluminum Sulfate (Alum) Application to Centerville Lake-2024 Application	Gallons	194,546	\$2.05	\$398,819.30
1.3	Mobilization/Demobilization (Alternate Quote-Figure 2)- 2026 Application	L.S.	1	\$101,253.00	\$101,253.00
1.4	Liquid Aluminum Sulfate (Alum) Application to Centerville Lake-2026 Application	Gallons	194,546	\$2.20	\$428,001.20
Total Alternate Quote					\$1,029,326.50

GRAND TOTAL OF ALTERNATE QUOTE EXTENSIONS

(in words) One million twenty nine thousand three hundred twenty six & 50/100 Dollars
 (\$ 1,029,326.50)



F. SUBMISSION OF PRICE QUOTES

1. All price quotes shall be submitted on the unaltered forms included with the quotation. The blank spaces on the form shall be filled in correctly in ink, typewritten or printed where indicated for each and every item for which a quantity is given, and the respondent shall clearly indicate the prices for which he/she proposes to do each item of the Work.
2. All costs to complete the Work will be considered to be included in the quoted price and no additional compensation will be provided. Variation in the price of aluminum sulfate; or any other component of the Work will not be a basis for a change in the contract price.
3. The price quote submittal must include documentation (form included in Exhibits) of past relevant experience, in a format of choice, including examples of three full-lake applications of liquid aluminum sulfate to lakes of 200 acres or larger in size. An equipment list and suppliers list (forms included in Exhibits) must be included listing the relevant equipment/supplies needed to complete the Work as described.
4. The price quote form including required attachments shall be submitted by email to Mark Origer at moriger@barr.com or by mail to:

Barr Engineering Co.
4300 MarketPointe Drive, Suite 200
Bloomington, MN 55435
Attn: Mark Origer moriger@barr.com
5. Price quotes must be received no later than **10:00 am CDST, April 11, 2024**.

G. REVIEW AND SIGNING OF AGREEMENT

1. Owner will notify the contractor selected to complete the Work (hereafter, the Contractor) of its selection on or before the close of business April 25, 2024, and will provide the required number of unsigned counterparts of the Agreement for the Work.
2. The respondent shall review Exhibit B, noting all insurance requirements. Exhibit B includes baseline terms regarding indemnification, insurance, property, and data management. Exhibit B is the form of contract that Contractor and Owner will execute. Owner will negotiate a term where it can preserve the substantive intent of the term, but Contractor's quote is to be based on the form and is binding.
3. Within ten calendar days after receiving notice of selection, the selected contractor must sign and deliver the required number of counterparts of the agreement with attachments to Owner, in accordance with the instruction for delivery in the notice, along with the required certificate of insurance and additional insured endorsement(s), and performance and payment bonds.



H. LIQUIDATED DAMAGES

1. Owner and Contractor recognize that time is of the essence regarding completion of the Work, and that Owner may suffer financial and nonfinancial losses and other unquantifiable losses including diminished water quality and temporal loss of environmental amenities in these lakes and other waters downstream of the Project if the Work is not completed in accordance with the Contract Times. Because of the seasonal aspects of certain elements of the Work, failure to complete the Work in accordance with the times specified herein may result in the loss of suitable conditions for completion of the Work and result in delay. Accordingly, Owner and Contractor agree that as liquidated damages for delay (but not penalty), Owner will deduct from money due the Contractor \$1,200 for each day that expires after the time specified in Section D above, on a calendar day basis, as compensation for the costs, losses, and damages sustained by Owner for each day the Work is not completed in accordance with the times specified in Section D. This sum will accrue until and including the last day of the season where application conditions are no longer favorable (i.e., temperature limits).

If the Work is not completed by the end of the season, the Contractor, in addition will pay Owner \$50,000 as a seasonal liquidated damages lump sum, to account for further engineering and administrative costs, increased chemical and other treatment costs, water management opportunity loss, jeopardy of grant funding, and other loss resulting from the seasonal delay.

If unfavorable conditions (as detailed in the Technical Specifications and as determined by the Engineer) delay the project, Contractor may request a change order for time extension only; however, Owner reserves the right to deny such requests. If the failure to meet the time frame is due to approved unfavorable conditions; liquidated damages would not be triggered. In the event of such conditions; Contractor will remain responsible to commence and recommence operations in accordance with the timeframes listed and/or extended.

I. DEFINITIONS

1. Terms used in the Contract Documents have the following meanings:
 - a. **Agreement**– the template document included in the Contract Documents titled Agreement between Rice Creek Watershed District and Contractor, to be completed and executed by Rice Creek Watershed District and the selected Contractor.
 - b. **City** – the City of Centerville
 - c. **County**-Anoka County
 - d. **SPRWS**-Saint Paul Regional Water Services
 - e. **Contract Documents**– the documents listed in 1.01 of Division 1, 01000 Summary of Work in the Technical Specifications.
 - f. **Engineer**– Barr Engineering Co., the owner’s representative, responsible for project oversight on behalf of the Owner.
 - g. **Owner**– Rice Creek Watershed District.
 - h. **Project** – is synonymous with the Work.



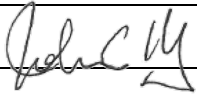
- i. **Site**– means the area within which the Work is to be performed, shown in Exhibit A. This includes the treatment area of the lake, site access, and staging areas.
- j. **Selected Contractor or Contractor** – the respondent selected by Owner to complete the Work. The selected contractor becomes the Contractor on execution of the agreement.
- k. **Work**– pursuant to the Contract Documents, furnishing all materials, equipment, and labor to complete the scope of work in section B of this request for quotations and the items in the Price Quote Form.

Communications concerning this price quote shall be addressed to the address of respondent at the address indicated below.

This quotation is submitted by:

Firm Name: SOLitude Lake Management

By (Typed or Printed): John C. Holz

Signature: 

Title: Senior Limnologist

Official Address: 735 S. 56th Street, Suite 2, Lincoln, NE 68510

Phone: 402-430-0352

Federal Tax I.D. No. 54-1940110

Date: 4/11/24



Exhibit E

Project References List

EXHIBIT E
PROJECT REFERENCES LIST

PROJECT REFERENCES LIST

- A. The prime contractor must include a project reference list with minimum of **three** project related to in lake chemical treatments. The list at a minimum must include example projects involving:
- Treatment to freshwater lakes larger than 200 acres
 - Restricted site access/site restoration

Year of Application	Client/Lake Name	Description of Work
2014 & 2016	Rice Creek Watershed District/Bald Eagle Lake, MN	Application of 496,000 gallons of alum to 1,071 acre lake.
2017, 2019, 2021 & 2023	Cedar Lake Protection and Rehabilitation District Cedar Lake, WI	Application of 1,072,500 gal of alum to 1,118 acre lake.
2018	Providence Water Moswansicut Reservoir, RI	Application of 70,000 gal alum and 35,000 gal sodium aluminate to 286 acre lake. Restricted access/site restoration. Deployed barge with a crane.

Exhibit F
Equipment List

**EXHIBIT F
EQUIPMENT LIST**

EQUIPMENT LIST

- A. The prime contractor must include a list of equipment available for this project. The list at a minimum must include.
- Mobilization/demobilization and site restoration equipment
 - Chemical barge/vessel with applicator equipment to achieve 20,000 gallons per day
 - Staging equipment, storage, application tanks, and spill containment
 - Software/technology equipment

Type of Equipment	Make/Model	Description/Application
Application barge	Custom	8' x 32' custom barge for alum applicaiton with daily application rate of 30,000 gal
GPS Tracking system	Custom	Application path tracking
Flow/rate control system	Custom	Alum delivery at target dose
(2) Liquid transfer pumps	Honda	Alum application through boom

**EXHIBIT F
EQUIPMENT LIST**

EQUIPMENT LIST

- A. The prime contractor must include a list of equipment available for this project. The list at a minimum must include.
- Mobilization/demobilization and site restoration equipment
 - Chemical barge/vessel with applicator equipment to achieve 20,000 gallons per day
 - Staging equipment, storage, application tanks, and spill containment
 - Software/technology equipment

Type of Equipment	Make/Model	Description/Application
39' spray boom	Custom	Alum application to lake
Telehandler	Lull	Deploy application equipment
600' of 2" hose	Enforcer	Transfer alum from storage to barge tanks
(2) Liquid transfer pumps	Honda	Transfer alum from storage to barge tanks

**EXHIBIT F
EQUIPMENT LIST**

EQUIPMENT LIST

- A. The prime contractor must include a list of equipment available for this project. The list at a minimum must include.
- Mobilization/demobilization and site restoration equipment
 - Chemical barge/vessel with applicator equipment to achieve 20,000 gallons per day
 - Staging equipment, storage, application tanks, and spill containment
 - Software/technology equipment

Type of Equipment	Make/Model	Description/Application
On-shore storage tanks	Rain for Rent	On-shore alum storage
Spill guards	Rain for Rent	On-shore tank spill containment
pH meter	YSI	Lake & jar test pH monitoring

Exhibit G

List of Suppliers

**EXHIBIT G
LIST OF SUPPLIERS**

LIST OF SUPPLIERS

- A. The prime contractor must include a list of suppliers for all products use in the Work. Attach additional pages if needed.

Product to be Supplied	Supplier Name and Address
1. Aluminum sulfate	C&S Chemicals
	4421 Upper 291st Street
	Randolph, MN 55065
2.	
3.	
4.	
5.	
6.	
7.	

ITEMS REQUIRING BOARD ACTION

4. Check Register Dated April 24, 2024, in the Amount of \$309,611.20 Prepared by Redpath and Company and April Interim Financial Statements Prepared by Redpath and Company

Rice Creek Watershed District
Check Register
April 11, 2024 - April 24, 2024
To Be Approved at the April 24, 2024 Board Meeting

Check #	Date	Payee	Description	
25601	04/24/24	Blaine Shopping Center, LLC	Rent	8,617.24
25602	04/24/24	Career Enhancement Options, Inc.	Contracted Services	2,655.56
25603	04/24/24	City of Shoreview	Professional Services	600.00
25604	04/24/24	Delta Dental	Employee Benefits	867.72
25605	04/24/24	Dunaway Construction	Contracted Services	11,990.00
25606	04/24/24	First Unum Life Insurance Company	Employee Benefits	832.69
25607	04/24/24	Gallagher Benefit Services, Inc.	Professional Services	6,000.00
25608	04/24/24	HealthPartners	Employee Benefits	12,579.70
25609	04/24/24	Houston Engineering, Inc.	Engineering Expense	164,799.69
25610	04/24/24	Instrumental Research, Inc.	Lab Expense	2,674.00
25611	04/24/24	NineNorth	Professional Services	451.36
25612	04/24/24	ODP Business Solutions, LLC	Office Supplies	210.23
25613	04/24/24	Premium Waters, Inc.	Meeting Supplies	134.97
25614	04/24/24	Print Central	Printing	131.50
25615	04/24/24	Redpath & Company, LLC	Accounting	3,309.00
25616	04/24/24	Rinke Noonan	Legal Expense	3,279.40
25617	04/24/24	Scandia Trucking & Exc.	Contracted Services	9,707.50
25618	04/24/24	Smith Partners	Legal Expense	7,928.61
25619	04/24/24	Timesaver Off Site Secretarial, Inc.	Professional Services	167.00
25620	04/24/24	Amber Rose Urlacher	Mini-Grant Construction	359.94
25621	04/24/24	US Geological Survey	Contracted Services	3,534.25
25622	04/24/24	Washington County Taxation Div.	Professional Services	12.00
25623	04/24/24	Winnick Supply, Inc.	Construction	59.32
11392	04/24/24	John Arnt	Surety Release - #19-041	2,000.00
11393	04/24/24	Dupont Holdings, LLC	Surety Release - #13-088 & 17-034	11,100.00
11394	04/24/24	Casey Noren	Surety Release - #20-075	1,000.00
Payroll	04/30/24	April 30th Payroll (estimate)	April 30th Payroll (estimate)	28,097.26
Payroll	04/30/24	Manager Per Diem/Expenses (estimate)	Manager Per Diem/Expenses (estimate)	2,443.50
EFT	04/20/24	Further	Employee Benefits	42.50
EFT	04/11/24	Per Mar Security Services	Contracted Services	350.00
EFT	04/03/24	Further	Employee Benefits	90.00
EFT	04/10/24	Further	Employee Benefits	1,869.47
EFT	04/24/24	Verizon Wireless	Telecommunications	679.11
EFT	04/24/24	Verizon Wireless	Telecommunications	171.26
EFT	04/30/24	4M Bank Fee	Bank Fee	17.50
EFT	04/30/24	Internal Revenue Service (estimate)	4/30 Federal Withholding (estimate)	10,530.35
EFT	04/30/24	Minnesota Revenue (estimate)	4/30 State Withholding (estimate)	1,748.00
EFT	04/30/24	Empower Retirement	4/30 Deferred Compensation	870.00
EFT	04/30/24	Empower Retirement	4/30 Roth IRA	305.00
EFT	04/30/24	Further	4/30 HSA	621.47
EFT	04/30/24	PERA (estimate)	4/30 PERA (estimate)	5,783.00
EFT	04/30/24	Empower Retirement	April Health Care Savings (estimate)	991.10
Total				<u>\$309,611.20</u>

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2024
4/30/2024

Combined General & Administrative	Budget Item	Account Number	Original Budget	Budget Adjustment	Current Month Expenses	Year-to-Date Expenses	Current Budget Balance	Percent of Budget
Manager	Per diems	4000	\$33,750.00	-	\$2,250.00	\$7,625.00	\$26,125.00	22.59%
	Manager expenses	4010	8,000.00	-	193.50	1,148.15	6,851.85	14.35%
Committees	Committee/Bd Mtg. Exp.	4800	-	-	-	-	-	-
Employees	Staff salary/taxes/benefits	4100-4140	251,775.00	-	19,593.81	82,234.45	169,540.55	32.66%
	District training & education	4265	10,000.00	-	66.03	425.78	9,574.22	4.26%
	Employee expenses	4320-4321	1,100.00	-	21.44	358.39	741.61	32.58%
Administration/ Office	Office/Meeting/Software	4200-4205	5,818.00	-	257.40	753.07	5,064.93	12.94%
	Printing	4208	500.00	-	-	-	500.00	0.00%
	Rent/Office	4210	22,200.00	-	1,723.45	8,617.25	13,582.75	38.82%
	Telecommunications	4240	7,500.00	-	476.15	2,021.90	5,478.10	26.96%
	Dues	4245	15,642.00	-	-	12,500.00	3,142.00	79.91%
	Publications	4250	200.00	-	-	-	200.00	0.00%
	Insurance	4270	8,000.00	-	-	7,008.20	991.80	87.60%
	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	4,450.00	-	129.75	598.82	3,851.18	13.46%
	Sub-Total-Administration:			371,535.00	-	24,711.53	123,291.01	248,243.99
Consultants	Auditor/Accounting	4330	21,000.00	-	661.80	4,589.84	16,410.16	21.86%
	Legal	4410	50,000.00	-	2,989.06	9,600.48	40,399.52	19.20%
	Consultants/Professional Serv.	4420	25,000.00	-	3,556.92	5,458.39	19,541.61	21.83%
	Engineering-General	4500	56,000.00	-	3,400.00	10,428.50	45,571.50	18.62%
Sub-Total-Consultants:			152,000.00	-	10,607.78	30,077.21	121,922.79	19.79%
TOTAL			\$523,535.00	-	\$35,319.31	\$153,368.22	\$370,166.78	29.29%

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2024
4/30/2024

Revenue/Expenditures By Project	2024 Budget	2024 Year to date Revenue	2024 Current Month Expense	2024 Year to date Expense	Current Budget Balance	Percent of Budget
10 - General and Administrative	\$523,535.00	\$38,305.03	\$35,319.31	\$153,368.22	\$370,166.78	29.29%
30 - Environmental Education	254,068.00	5,145.71	17,200.47	80,215.18	173,852.82	31.57%
35 - Information Management	271,146.00	6,551.69	8,543.72	50,543.21	220,602.79	18.64%
60 - Restoration Projects	2,165,193.00	517,036.02	24,027.79	96,120.54	2,069,072.46	4.44%
70 - Regulatory	1,590,761.00	60,270.51	104,798.18	331,836.76	1,258,924.24	20.86%
80 - Ditch & Creek Maintenance	1,741,000.00	106,121.86	145,487.21	576,701.66	1,164,298.34	33.12%
90 - Lake & Stream Management	1,147,001.00	22,157.39	27,833.31	156,875.86	990,125.14	13.68%
95 - District Facilities	641,635.00	13,456.68	19,979.68	70,140.78	571,494.22	10.93%
Total District Revenue/Expenditures	\$8,334,339.00	\$769,044.89	\$383,189.67	\$1,515,802.21	\$6,818,536.79	18.19%

Current Fund Balances:

Fund:	Fund Balance @ 12/31/2023	2024 Fund Balance Transfers	2024 Year to date Revenue	2024 Current Month Expense	2024 Year to date Expense	Fund Balance @ 4/30/2024
10 - General Fund	\$508,433.99	-	38,305.03	\$35,319.31	\$153,368.22	\$393,370.80
30 - Environmental Education	267,402.06	-	5,145.71	17,200.47	80,215.18	192,332.59
35 - Information Management	304,240.43	-	6,551.69	8,543.72	50,543.21	260,248.91
60 - Restoration Projects	2,597,938.70	-	517,036.02	24,027.79	96,120.54	3,018,854.18
70 - Regulatory	786,706.95	-	60,270.51	104,798.18	331,836.76	515,140.70
80 - Ditch & Creek Maintenance	1,505,835.80	-	106,121.86	145,487.21	576,701.66	1,035,256.00
90 - Lake & Stream Management	935,553.02	-	22,157.39	27,833.31	156,875.86	800,834.55
95 - District Facilities	905,156.04	-	13,456.68	19,979.68	70,140.78	848,471.94
99 - Project Anticipation	4,500,000.00	-	-	-	-	4,500,000.00
Total District Fund Balance:	\$12,311,266.99	-	\$769,044.89	\$383,189.67	\$1,515,802.21	\$11,564,509.67

Rice Creek Watershed District

Interim Financial Statements

April 30, 2024



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

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

Rice Creek Watershed District
Statement of Revenue and Expenditures - General Fund - 10
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>GENERAL FUND - 10-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 2,472.57	494,658.00	(492,185.43)
Interest Revenue	0.00	6,810.01	0.00	6,810.01
Investment Interest-Surety	0.00	27,241.08	28,877.00	(1,635.92)
Investment Income	0.00	1,781.37	0.00	1,781.37
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	38,305.03	523,535.00	(485,229.97)
Expenses				
Manager Per Diem	2,250.00	7,625.00	33,750.00	(26,125.00)
Manager Expense	0.00	360.00	3,500.00	(3,140.00)
Manager Travel	0.00	594.65	4,500.00	(3,905.35)
Wages	13,766.68	55,066.73	172,334.00	(117,267.27)
Benefits	2,729.04	13,613.45	32,192.00	(18,578.55)
PERA Expense	1,032.50	4,130.02	12,925.00	(8,794.98)
HCSA Contributions	991.10	4,389.33	15,640.00	(11,250.67)
Payroll Taxes	1,154.41	4,523.88	13,184.00	(8,660.12)
Payroll Taxes-Unemployment	113.58	704.54	5,500.00	(4,795.46)
Office Supplies	104.93	344.14	2,450.00	(2,105.86)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	0.00	0.00	250.00	(250.00)
Meeting Supplies	134.97	278.93	2,868.00	(2,589.07)
Printing	0.00	0.00	500.00	(500.00)
Rent	1,723.45	8,617.25	22,200.00	(13,582.75)
Telecommunications	476.15	2,021.90	7,500.00	(5,478.10)
Dues	0.00	12,500.00	15,642.00	(3,142.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	66.03	425.78	10,000.00	(9,574.22)
Insurance & Bonds	0.00	7,008.20	8,000.00	(991.80)
Postage	0.00	0.00	1,100.00	(1,100.00)
Legal Notices	0.00	0.00	1,500.00	(1,500.00)
Staff Travel	21.44	358.39	1,100.00	(741.61)
Audit & Accounting	661.80	4,589.84	21,000.00	(16,410.16)
Professional Services	3,291.36	4,982.58	20,000.00	(15,017.42)
Contracted Services	265.56	475.81	5,000.00	(4,524.19)
Legal	2,989.06	9,600.48	50,000.00	(40,399.52)
Engineering	3,400.00	10,428.50	56,000.00	(45,571.50)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Equipment Lease	129.75	598.82	2,200.00	(1,601.18)
Bank Charges	17.50	130.00	0.00	130.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	35,319.31	153,368.22	523,535.00	(370,166.78)
Total Revenues Over/(Under)				
Expenditures - General Fund	(35,319.31)	(115,063.19)	0.00	(115,063.19)
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Total Revenue Over/(Under) Expenditur	\$ (35,319.31)	(115,063.19)	0.00	(115,063.19)

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

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>COMMUNICATION & OUTREACH - 30-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 1,222.08	157,055.00	(155,832.92)
Interest Income	0.00	3,110.09	14,014.00	(10,903.91)
Investment Income	0.00	813.54	0.00	813.54
Total Revenues	0.00	5,145.71	171,069.00	(165,923.29)
Expenses				
Wages	7,813.44	34,659.76	91,332.00	(56,672.24)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	841.30	4,135.39	10,006.00	(5,870.61)
PERA Expense	586.00	2,344.02	6,850.00	(4,505.98)
Payroll Taxes	581.12	2,325.78	7,379.00	(5,053.22)
Office Supplies	21.02	143.18	1,225.00	(1,081.82)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	0.00	0.00	1,000.00	(1,000.00)
Meeting Supplies	0.00	0.00	500.00	(500.00)
Printing	0.00	208.11	250.00	(41.89)
Rent	861.72	4,308.60	11,100.00	(6,791.40)
Telecommunications	238.08	1,010.96	3,750.00	(2,739.04)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	20.00	431.38	5,000.00	(4,568.62)
Insurance and Bonds	0.00	3,504.10	4,000.00	(495.90)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	0.00	52.77	550.00	(497.23)
Audit & Accounting	330.90	2,294.92	10,500.00	(8,205.08)
Professional Services	600.00	600.00	2,500.00	(1,900.00)
Contracted Services	265.56	475.81	5,000.00	(4,524.19)
Legal	322.80	706.28	1,000.00	(293.72)
Engineering	0.00	0.00	500.00	(500.00)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	0.00	0.00	1,000.00	(1,000.00)
Equipment-Lease	64.88	299.42	1,100.00	(800.58)
Total Expenses	12,546.82	57,500.48	171,069.00	(113,568.52)
Total Revenues Over/(Under)				
Expenditures - Communication:	(12,546.82)	(52,354.77)	0.00	(52,354.77)

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

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>WATERSHED COMMUNICATION & OUTREACH - 30-02</u>				
Revenues				
General Property Tax	0.00	0.00	14,200.00	(14,200.00)
Total Revenues	0.00	0.00	14,200.00	(14,200.00)
Expenses				
Computer Software	0.00	0.00	1,000.00	(1,000.00)
Printing	0.00	0.00	1,500.00	(1,500.00)
Training & Education	15.24	2,577.48	8,500.00	(5,922.52)
Legal	1,200.00	1,956.96	4,000.00	(2,043.04)
Total expenses	1,215.24	4,534.44	15,000.00	(10,465.56)
Total Revenues Over/(Under)				
Expenditures - Watershed Communicati	(1,215.24)	(4,534.44)	(800.00)	(3,734.44)
 <u>MASTER WATER STEWARD PROGRAM - 30-03</u>				
Revenues				
General Property Tax	0.00	0.00	9,500.00	(9,500.00)
Total Revenues	0.00	0.00	9,500.00	(9,500.00)
Expenses				
Training & Education	103.47	103.47	3,000.00	(2,896.53)
Contracted Services	0.00	0.00	12,000.00	(12,000.00)
Construction	0.00	245.60	0.00	245.60
Total expenses	103.47	349.07	15,000.00	(14,650.93)
Total Revenues Over/(Under)				
Expenditures - Master Water:	(103.47)	(349.07)	(5,500.00)	5,150.93
 <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	2,975.00	2,975.00	7,000.00	(4,025.00)
Contracted Services	0.00	14,035.00	25,000.00	(10,965.00)
Total expenses	2,975.00	17,010.00	32,000.00	(14,990.00)
Total Revenues Over/(Under)				
Expenditures - Outreach:	(2,975.00)	(17,010.00)	(4,000.00)	(13,010.00)

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

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>MINI-GRANTS PROGRAM - 30-05</u>				
Revenues				
General Property Tax	0.00	0.00	8,630.00	(8,630.00)
Total Revenues	0.00	0.00	8,630.00	(8,630.00)
Expenses				
Construction	359.94	359.94	10,000.00	(9,640.06)
Total expenses	359.94	359.94	10,000.00	(9,640.06)
Total Revenues Over/(Under)				
Expenditures - Mini-Grants:	(359.94)	(359.94)	(1,370.00)	1,010.06
 <u>ENGINEERING & TECHNICAL SUPPORT - 30-06</u>				
Revenues				
General Property Tax	0.00	0.00	5,460.00	(5,460.00)
Total Revenues	0.00	0.00	5,460.00	(5,460.00)
Expenses				
Engineering	0.00	461.25	6,000.00	(5,538.75)
Total expenses	0.00	461.25	6,000.00	(5,538.75)
Total Revenues Over/(Under)				
Expenditures - Eng. & Technical:	0.00	(461.25)	(540.00)	78.75
 <u>WATERSHED PLAN MAINTENANCE - 30-08</u>				
Revenues				
General Property Tax	0.00	0.00	2,500.00	(2,500.00)
Total Revenues	0.00	0.00	2,500.00	(2,500.00)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	4,000.00	(4,000.00)
Total expenses	0.00	0.00	5,000.00	(5,000.00)
Total Revenues Over/(Under)				
Expenditures - Watershed Plan:	0.00	0.00	(2,500.00)	2,500.00
 Total Revenue Over/(Under) Expenditur	 \$ (17,200.47)	 \$ (75,069.47)	 (14,710.00)	 (60,359.47)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information Management - 35
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>INFORMATION MANAGEMENT - 35-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 1,156.71	141,191.00	(140,034.29)
Interest Revenue	0.00	4,276.36	14,956.00	(10,679.64)
Investment Interest	0.00	1,118.62	0.00	1,118.62
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Total Revenues	0.00	6,551.69	156,147.00	(149,595.31)
Expenses				
Wages	1,838.30	7,353.23	30,407.00	(23,053.77)
Benefits	213.31	1,136.83	4,070.00	(2,933.17)
PERA Expense	137.88	551.49	2,281.00	(1,729.51)
Payroll Taxes	138.68	556.06	2,326.00	(1,769.94)
Office Supplies	10.51	75.59	613.00	(537.41)
Computer Software	593.48	1,359.02	11,000.00	(9,640.98)
Printing	0.00	0.00	125.00	(125.00)
Rent	430.86	2,154.30	5,550.00	(3,395.70)
Telecommunications	119.04	505.48	1,875.00	(1,369.52)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	0.00	410.68	2,500.00	(2,089.32)
Insurance and Bonds	0.00	1,752.05	2,000.00	(247.95)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Audit & Accounting	165.45	1,147.46	5,250.00	(4,102.54)
Professional Services	2,981.18	15,063.45	53,000.00	(37,936.55)
Contracted Services	0.00	0.00	1,500.00	(1,500.00)
Legal	538.09	706.38	500.00	206.38
Engineering	0.00	0.00	500.00	(500.00)
Computer Equipment	0.00	299.97	30,000.00	(29,700.03)
Equipment	0.00	0.00	1,500.00	(1,500.00)
Equipment Lease	32.44	149.72	550.00	(400.28)
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Total Expenses	7,199.22	33,221.71	156,147.00	(122,925.29)
Total Revenues Over/(Under)				
Expenditures - Information Management	(7,199.22)	(26,670.02)	0.00	(26,670.02)
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<u>BOUNDARY MANAGEMENT PROGRAM - 35-03</u>				
Revenues				
General Property Tax	0.00	0.00	5,000.00	(5,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	0.00	5,000.00	(5,000.00)
Expenses				
Legal	0.00	0.00	2,500.00	(2,500.00)
Engineering	255.00	768.75	2,500.00	(1,731.25)
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Total Expenses	255.00	768.75	5,000.00	(4,231.25)
Total Revenues Over/(Under)				
Expenditures - Boundary Mgmt:	(255.00)	(768.75)	0.00	(768.75)
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Rice Creek Watershed District
Statement of Revenue and Expenditures - Information Management - 35
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT-WIDE MODEL - 35-04</u>				
Revenues				
General Property Tax	0.00	0.00	40,000.00	(40,000.00)
Total Revenues	0.00	0.00	40,000.00	(40,000.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	35,000.00	(35,000.00)
Total Expenses	0.00	0.00	40,000.00	(40,000.00)
Total Revenues Over/(Under)				
Expenditures - District-Wide Model:	0.00	0.00	0.00	0.00
<u>DATABASE & VIEWER MAINTENANCE - 35-05</u>				
Revenues				
General Property Tax	0.00	0.00	65,000.00	(65,000.00)
Total Revenues	0.00	0.00	65,000.00	(65,000.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	402.50	15,178.75	60,000.00	(44,821.25)
Total expenses	402.50	15,178.75	65,000.00	(49,821.25)
Total Revenues Over/(Under)				
Expenditures - Database & Viewer:	(402.50)	(15,178.75)	0.00	(15,178.75)
<u>DISTRICT WEBSITE - 35-15</u>				
Revenues				
General Property Tax	0.00	0.00	5,000.00	(5,000.00)
Total Revenues	0.00	0.00	5,000.00	(5,000.00)
Expenses				
Professional Services	687.00	1,374.00	3,000.00	(1,626.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Total expenses	687.00	1,374.00	5,000.00	(3,626.00)
Total Revenues Over/(Under)				
Expenditures - District Website:	(687.00)	(1,374.00)	0.00	(1,374.00)
Total Revenue Over/(Under) Expenditur	\$ (8,543.72)	\$ (43,991.52)	0.00	(43,991.52)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>RESTORATION PROJECTS - 60-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 5,166.80	261,978.00	(256,811.20)
Interest Revenue	0.00	27,441.12	119,427.00	(91,985.88)
Investment Interest	0.00	7,178.10	0.00	7,178.10
Total Revenues	0.00	39,786.02	381,405.00	(341,618.98)
Expenses				
Wages	9,041.99	37,597.91	227,542.00	(189,944.09)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	1,278.28	6,079.61	30,496.00	(24,416.39)
PERA Expense	678.14	2,787.91	17,066.00	(14,278.09)
Payroll Taxes	654.95	2,702.24	17,799.00	(15,096.76)
Office Supplies	21.02	151.18	1,225.00	(1,073.82)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	110.00	250.00	(140.00)
Rent	861.72	4,308.60	11,100.00	(6,791.40)
Telecommunications	238.08	1,010.96	3,750.00	(2,739.04)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	0.00	471.37	5,000.00	(4,528.63)
Insurance and Bonds	0.00	3,504.10	4,000.00	(495.90)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	1,000.00	(1,000.00)
Staff Travel	0.00	0.00	550.00	(550.00)
Vehicle	34.80	150.90	15,000.00	(14,849.10)
Audit & Accounting	330.90	2,294.92	10,500.00	(8,205.08)
Professional Services	600.00	1,670.52	12,000.00	(10,329.48)
Contracted Services	398.33	713.71	7,500.00	(6,786.29)
Legal	107.60	420.39	2,000.00	(1,579.61)
Engineering	0.00	379.00	5,000.00	(4,621.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	64.88	299.42	1,100.00	(800.58)
Total Expenses	14,310.69	64,652.74	381,405.00	(316,752.26)
Total Revenues Over/(Under)				
Expenditures - Restoration Projects:	(14,310.69)	(24,866.72)	0.00	(24,866.72)
 <u>ANOKA CHAIN OF LAKES WATER MGMT. PROJECT - 60-01</u>				
Revenues				
General Property Tax	0.00	0.00	255,200.00	(255,200.00)
Grant Income	0.00	477,250.00	0.00	477,250.00
Total Revenues	0.00	477,250.00	255,200.00	222,050.00
Expenses				
Printing	76.50	76.50	0.00	76.50
Legal	1,587.10	2,690.00	10,000.00	(7,310.00)
Engineering	1,722.00	1,722.00	30,000.00	(28,278.00)
Construction	0.00	0.00	260,000.00	(260,000.00)
Total expenses	3,385.60	4,488.50	300,000.00	(295,511.50)
Total Revenues Over/(Under)				
Expenditures - Anoka Chain:	(3,385.60)	472,761.50	(44,800.00)	517,561.50

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

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

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>BALD EAGLE LAKE WATER MGMT. PROJECT - 60-06</u>				
Revenues				
General Property Tax	0.00	0.00	85,000.00	(85,000.00)
Total Revenues	0.00	0.00	85,000.00	(85,000.00)
Expenses				
Engineering	0.00	0.00	50,000.00	(50,000.00)
Construction	0.00	0.00	60,000.00	(60,000.00)
Total expenses	0.00	0.00	110,000.00	(110,000.00)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake:	0.00	0.00	(25,000.00)	25,000.00
<u>RCD 2, 3 & 5 BASIC WATER MGMT. PROJECT - 60-08</u>				
Revenues				
General Property Tax	0.00	0.00	100,000.00	(100,000.00)
Total Revenues	0.00	0.00	100,000.00	(100,000.00)
Expenses				
Legal	0.00	107.60	5,000.00	(4,892.40)
Engineering	5,840.50	17,160.50	95,000.00	(77,839.50)
Construction Services	0.00	0.00	100,000.00	(100,000.00)
Total expenses	5,840.50	17,268.10	200,000.00	(182,731.90)
Total Revenues Over/(Under)				
Expenditures - Basic Water Mgmt. Proje	(5,840.50)	(17,268.10)	(100,000.00)	82,731.90
<u>REGIONAL WATER MGMT.PARTNERSHIP PROJECTS - 60-11</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal Notices	0.00	0.00	500.00	(500.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	0.00	29,000.00	(29,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Regional Water Mgmt.	0.00	0.00	(50,000.00)	50,000.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>STORMWATER MGMT. COST SHARE - 60-15</u>				
Revenues				
General Property Tax	0.00	0.00	310,717.00	(310,717.00)
Total Revenues	0.00	0.00	310,717.00	(310,717.00)
Expenses				
Legal Notices	0.00	888.95	3,000.00	(2,111.05)
Engineering	491.00	7,723.75	18,000.00	(10,276.25)
Construction	0.00	0.00	611,000.00	(611,000.00)
Total expenses	491.00	8,612.70	632,000.00	(623,387.30)
Total Revenues Over/(Under)				
Expenditures - Stormwater Mgmt.:	(491.00)	(8,612.70)	(321,283.00)	312,670.30
 <u>SW URBAN LAKES IMPLEMENTATION - 60-24</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal Notices	0.00	0.00	500.00	(500.00)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	19,000.00	(19,000.00)
Construction	0.00	0.00	55,000.00	(55,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Southwest Urban Lake	0.00	0.00	(75,000.00)	75,000.00
 <u>CLEAR LAKE WATER MGMT.PROJECT - 60-29</u>				
Revenues				
General Property Tax	0.00	0.00	64,600.00	(64,600.00)
Total Revenues	0.00	0.00	64,600.00	(64,600.00)
Expenses				
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	0.00	65,000.00	(65,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Clear Lake Water Mgmt.	0.00	0.00	(10,400.00)	10,400.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>STORMWATER MASTER PLANNING - 60-35</u>				
Revenues				
General Property Tax	0.00	0.00	25,000.00	(25,000.00)
Total Revenues	0.00	0.00	25,000.00	(25,000.00)
Total Revenues Over/(Under)				
Contracted Services	0.00	0.00	7,000.00	(7,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	0.00	40,000.00	(40,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Stormwater Master:	0.00	0.00	(25,000.00)	25,000.00
 <u>MUNICIPAL CIP EARLY COORDINATION - 60-36</u>				
Revenues				
General Property Tax	0.00	0.00	5,000.00	(5,000.00)
Total Revenues	0.00	0.00	5,000.00	(5,000.00)
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	8,000.00	(8,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Municipal CIP:	0.00	0.00	(5,000.00)	5,000.00
 <u>GROUNDWATER MGMT. & STORMWATER REUSE - 60-37</u>				
Revenues				
General Property Tax	0.00	0.00	57,500.00	(57,500.00)
Total Revenues	0.00	0.00	57,500.00	(57,500.00)
Expenses				
Contracted Services	0.00	0.00	59,000.00	(59,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	1,098.50	3,000.00	(1,901.50)
Total expenses	0.00	1,098.50	65,000.00	(63,901.50)
Total Revenues Over/(Under)				
Expenditures - Groundwater Mgmt.:	0.00	(1,098.50)	(7,500.00)	6,401.50
 Total Revenue Over/(Under) Expenditur	 \$ (24,027.79)	 \$ 420,915.48	 (820,772.00)	 1,241,687.48

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory - 70
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>REGULATORY - 70-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 6,394.56	503,018.00	(496,623.44)
Interest Revenue	0.00	19,163.20	87,743.00	(68,579.80)
Investment Interest	0.00	5,012.75	0.00	5,012.75
Total Revenues	0.00	30,570.51	590,761.00	(560,190.49)
Expenses				
Wages	23,256.46	86,612.64	347,478.00	(260,865.36)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	3,301.73	15,845.07	50,558.00	(34,712.93)
PERA Expense	1,290.92	6,774.25	26,061.00	(19,286.75)
Payroll Taxes	1,718.90	7,105.44	26,974.00	(19,868.56)
Office Supplies	52.56	473.86	3,063.00	(2,589.14)
Field Supplies	0.00	0.00	500.00	(500.00)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	165.00	625.00	(460.00)
Rent	2,154.31	10,771.55	27,750.00	(16,978.45)
Telecommunications	595.21	2,527.43	9,375.00	(6,847.57)
Publications	0.00	0.00	250.00	(250.00)
Training & Education	0.00	3,180.82	12,500.00	(9,319.18)
Insurance and Bonds	0.00	8,760.25	10,000.00	(1,239.75)
Postage	0.00	0.00	1,375.00	(1,375.00)
Legal Notices	0.00	0.00	500.00	(500.00)
Staff Travel	0.00	0.00	1,375.00	(1,375.00)
Vehicle	34.80	209.42	15,000.00	(14,790.58)
Audit & Accounting	827.25	5,737.30	26,250.00	(20,512.70)
Professional Services	1,500.00	1,500.00	3,000.00	(1,500.00)
Contracted Services	663.89	1,189.52	12,500.00	(11,310.48)
Legal	0.00	168.29	2,500.00	(2,331.71)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	162.19	748.52	2,750.00	(2,001.48)
Total Expenses	35,558.22	151,769.36	590,761.00	(438,991.64)
Total Revenues Over/(Under)				
Expenditures - Regulatory Management	(35,558.22)	(121,198.85)	0.00	(121,198.85)

RULE REVISION & PERMIT GUIDANCE - 70-01

Revenues				
General Property Tax	0.00	0.00	40,000.00	(40,000.00)
Total Revenues	0.00	0.00	40,000.00	(40,000.00)
Expenses				
Legal	0.00	0.00	20,000.00	(20,000.00)
Engineering	2,768.50	2,768.50	30,000.00	(27,231.50)
Total Expenses	2,768.50	2,768.50	50,000.00	(47,231.50)
Total Revenues Over/(Under)				
Expenditures - Rule/Permit:	(2,768.50)	(2,768.50)	(10,000.00)	7,231.50

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory - 70
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>PERMIT REVIEW, INSPECT & COOR. - 70-03</u>				
Revenues				
General Property Tax	0.00	0.00	752,672.00	(752,672.00)
Permit Fees	9,600.00	29,700.00	85,528.00	(55,828.00)
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Total Revenues	9,600.00	29,700.00	838,200.00	(808,500.00)
Expenses				
Contracted Services	0.00	2,211.00	60,000.00	(57,789.00)
Legal	1,183.96	6,367.40	45,000.00	(38,632.60)
Legal-Audit	0.00	0.00	5,000.00	(5,000.00)
Engineering	65,287.50	156,915.75	800,000.00	(643,084.25)
Engineering-Reporting	0.00	11,804.75	20,000.00	(8,195.25)
Engineering-Audit	0.00	0.00	20,000.00	(20,000.00)
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Total expenses	66,471.46	177,298.90	950,000.00	(772,701.10)
Total Revenues Over/(Under)				
Expenditures - Permit Review	(56,871.46)	(147,598.90)	(111,800.00)	(35,798.90)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenue Over/(Under) Expenditur	\$ (95,198.18)	\$ (271,566.25)	(121,800.00)	(149,766.25)
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Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DITCH & CREEK MAINTENANCE - 80-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 6,869.20	202,194.00	(195,324.80)
Interest Revenue	0.00	27,427.70	96,029.00	(68,601.30)
Investment Interest	0.00	7,174.59	0.00	7,174.59
Miscellaneous Income	0.00	59,650.00	0.00	59,650.00
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Total Revenues	0.00	101,121.49	298,223.00	(197,101.51)
Expenses				
Wages	13,974.56	54,174.91	175,847.00	(121,672.09)
Benefits	1,483.88	8,419.67	22,385.00	(13,965.33)
PERA Expense	805.81	3,857.42	13,189.00	(9,331.58)
Payroll Taxes	1,045.78	4,079.90	13,452.00	(9,372.10)
Office Supplies	61.53	704.05	1,838.00	(1,133.95)
Field Supplies	0.00	5.94	250.00	(244.06)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	55.00	110.00	375.00	(265.00)
Rent	1,292.59	6,462.95	16,650.00	(10,187.05)
Telecommunications	427.14	1,796.53	5,625.00	(3,828.47)
Publications	0.00	0.00	150.00	(150.00)
Training & Education	24.54	306.60	7,500.00	(7,193.40)
Insurance and Bonds	0.00	5,256.15	6,000.00	(743.85)
Postage	0.00	0.00	825.00	(825.00)
Legal Notices	0.00	0.00	750.00	(750.00)
Staff Travel	154.97	154.97	825.00	(670.03)
Vehicle	34.80	308.28	15,000.00	(14,691.72)
Audit & Accounting	496.35	3,442.37	15,750.00	(12,307.63)
Professional Services	1,172.45	1,712.45	9,000.00	(7,287.55)
Contracted Services	398.33	713.71	8,500.00	(7,786.29)
Legal	0.00	168.29	5,000.00	(4,831.71)
Engineering	0.00	189.50	7,500.00	(7,310.50)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	97.32	449.11	1,650.00	(1,200.89)
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Total Expenses	21,525.05	92,312.80	330,811.00	(238,498.20)
Total Revenues Over/(Under)				
Expenditures - Ditch & Creek:	(21,525.05)	8,808.69	(32,588.00)	41,396.69
 <u>NATURAL WATERWAY MGMT. - 80-01</u>				
Revenues				
General Property Taxes	0.00	0.00	8,612.00	(8,612.00)
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Total Revenues	0.00	0.00	8,612.00	(8,612.00)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	0.00	9,000.00	(9,000.00)
	<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	(1,388.00)	1,388.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DITCHES - MAINTENANCE - 80-02</u>				
Revenues				
General Property Tax	0.00	0.00	288,502.00	(288,502.00)
Total Revenues	0.00	0.00	288,502.00	(288,502.00)
Expenses				
Field Supplies	0.00	31.94	7,000.00	(6,968.06)
Vehicle	0.00	131.71	7,000.00	(6,868.29)
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Contracted Services	38,571.50	164,667.51	240,000.00	(75,332.49)
Legal	0.00	161.40	10,000.00	(9,838.60)
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	59.32	10,993.46	40,000.00	(29,006.54)
Equipment	0.00	4,100.23	10,000.00	(5,899.77)
Total expenses	38,630.82	180,086.25	335,000.00	(154,913.75)
Total Revenues Over/(Under)				
Expenditures - Ditches - Maintenance:	(38,630.82)	(180,086.25)	(46,498.00)	(133,588.25)
<u>REPAIR REPORTS & STUDIES - 80-03</u>				
Revenues				
General Property Tax	0.00	0.00	172,240.00	(172,240.00)
Total Revenues	0.00	0.00	172,240.00	(172,240.00)
Expenses				
Legal Notices	0.00	0.00	10,000.00	(10,000.00)
Legal	869.40	1,477.40	40,000.00	(38,522.60)
Engineering	21,274.75	61,129.08	145,000.00	(83,870.92)
Wetland Credits	0.00	0.00	5,000.00	(5,000.00)
Total expenses	22,144.15	62,606.48	200,000.00	(137,393.52)
Total Revenues Over/(Under)				
Expenditures - Repair Reports	(22,144.15)	(62,606.48)	(27,760.00)	(34,846.48)
<u>ACD 10-22-32 WMD - 80-04</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	0.00	0.00	14,124.00	(14,124.00)
Total expenses	0.00	0.00	14,124.00	(14,124.00)
Total Revenues Over/(Under)				
Expenditures - ACD 10-22-32	0.00	0.00	(14,124.00)	14,124.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 31 WMD - 80-05</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under) Expenditures - ACD 31:WMD:	0.00	0.00	0.00	0.00
<u>ACD 46 WMD - 80-06</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	0.00	11,990.00	39,710.00	(27,720.00)
Total expenses	0.00	11,990.00	39,710.00	(27,720.00)
Total Revenues Over/(Under) Expenditures - ACD 46 WMD:	0.00	(11,990.00)	(39,710.00)	27,720.00
<u>RCD 4 WMD - 80-07</u>				
Revenues				
Special Assessments	0.00	5,000.37	0.00	5,000.37
Total Revenues	0.00	5,000.37	0.00	5,000.37
Expenses				
Engineering	2,819.55	8,338.65	0.00	8,338.65
Construction	0.00	0.00	145,000.00	(145,000.00)
Total expenses	2,819.55	8,338.65	145,000.00	(136,661.35)
Total Revenues Over/(Under) Expenditures - RCD 4 WMD:	(2,819.55)	(3,338.28)	(145,000.00)	141,661.72

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>RCD 4 REPAIR - 80-08</u>				
Revenues				
General Property Tax	0.00	0.00	81,814.00	(81,814.00)
Total Revenues	0.00	0.00	81,814.00	(81,814.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	1,879.70	5,559.10	90,000.00	(84,440.90)
Total expenses	1,879.70	5,559.10	95,000.00	(89,440.90)
Total Revenues Over/(Under)				
Expenditures - RCD 4 Repair:	(1,879.70)	(5,559.10)	(13,186.00)	7,626.90
 <u>MUNICIPAL PDS MAINTENANCE - 80-15</u>				
Revenues				
General Property Tax	0.00	0.00	43,060.00	(43,060.00)
Total Revenues	0.00	0.00	43,060.00	(43,060.00)
Expenses				
Contracted Services	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Municipal PDS	0.00	0.00	(6,940.00)	6,940.00
 <u>WJD BRANCH 1/2 REPAIR - 80-20</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under)				
Expenditures - WJD Branch 1/2:	0.00	0.00	0.00	0.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>AWJD 3 REPAIR - 80-21</u>				
Revenues				
General Property Tax	0.00	0.00	111,956.00	(111,956.00)
Total Revenues	0.00	0.00	111,956.00	(111,956.00)
Expenses				
Legal Notices	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	904.60	5,000.00	(4,095.40)
Engineering	58,484.94	58,484.94	24,000.00	34,484.94
Construction	0.00	156,415.84	100,000.00	56,415.84
Total expenses	58,484.94	215,805.38	130,000.00	85,805.38
Total Revenues Over/(Under)				
Expenditures - AWJD 3	(58,484.94)	(215,805.38)	(18,044.00)	(197,761.38)
 <u>ACD 15 & AWJD 4 WMD - 80-22</u>				
Revenues				
General Property Tax	0.00	0.00	15,820.00	(15,820.00)
Total Revenues	0.00	0.00	15,820.00	(15,820.00)
Expenses				
Professional Services	3.00	3.00	8,370.00	(8,367.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Total expenses	3.00	3.00	18,370.00	(18,367.00)
Total Revenues Over/(Under)				
Expenditures - AWCD 15	(3.00)	(3.00)	(2,550.00)	2,547.00
 <u>ACD 15 & AWJD 4 - 80-23</u>				
Revenues				
General Property Taxes	0.00	0.00	198,076.00	(198,076.00)
Total Revenues	0.00	0.00	198,076.00	(198,076.00)
Expenses				
Professional Services	0.00	0.00	30,000.00	(30,000.00)
Contracted Services	0.00	0.00	200,000.00	(200,000.00)
Total expenses	0.00	0.00	230,000.00	(230,000.00)
Total Revenues Over/(Under)				
Expenditures - ACD 15 & AWJD 4:	0.00	0.00	(31,924.00)	31,924.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 53-62 WMD - 80-24</u>				
Revenues				
Special Assessments	0.00	0.00	26,782.00	(26,782.00)
ROW Charges	0.00	0.00	2,405.00	(2,405.00)
Total Revenues	0.00	0.00	29,187.00	(29,187.00)
Expenses				
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	25,000.00	(25,000.00)
Construction	0.00	0.00	15,985.00	(15,985.00)
Total expenses	0.00	0.00	42,985.00	(42,985.00)
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 WMD:	0.00	0.00	(13,798.00)	13,798.00
 <u>ACD 53-62 REPAIR - 80-25</u>				
Revenues				
General Property Taxes	0.00	0.00	86,120.00	(86,120.00)
Total Revenues	0.00	0.00	86,120.00	(86,120.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	95,000.00	(95,000.00)
Total expenses	0.00	0.00	100,000.00	(100,000.00)
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 Repair:	0.00	0.00	(13,880.00)	13,880.00
 Total Revenue Over/(Under) Expenditur	 \$ (145,487.21)	 \$ (470,579.80)	 (407,390.00)	 (63,189.80)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LAKE & STREAM MANAGEMENT - 90-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 3,731.58	306,735.00	(303,003.42)
Interest Income	0.00	14,605.32	63,266.00	(48,660.68)
Investment Income	0.00	3,820.49	0.00	3,820.49
	0.00	22,157.39	370,001.00	(347,843.61)
Total Revenues	0.00	22,157.39	370,001.00	(347,843.61)
Expenses				
Wages	13,142.50	59,428.40	230,497.00	(171,068.60)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	1,948.78	10,124.50	29,940.00	(19,815.50)
PERA Expense	1,153.36	4,615.25	17,287.00	(12,671.75)
Payroll Taxes	1,177.28	4,409.96	18,025.00	(13,615.04)
Office Supplies	21.02	70.18	1,225.00	(1,154.82)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	55.00	250.00	(195.00)
Rent	861.72	4,308.60	11,100.00	(6,791.40)
Telecommunications	238.08	1,010.96	3,750.00	(2,739.04)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	0.00	121.38	5,000.00	(4,878.62)
Insurance and Bonds	0.00	3,504.10	4,000.00	(495.90)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	25.46	48.24	550.00	(501.76)
Vehicle	34.81	171.15	15,000.00	(14,828.85)
Audit & Accounting	330.90	2,294.92	10,500.00	(8,205.08)
Professional Services	600.00	600.00	2,000.00	(1,400.00)
Contracted Services	398.33	713.71	7,500.00	(6,786.29)
Legal	0.00	168.29	1,000.00	(831.71)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	64.88	299.42	1,100.00	(800.58)
	19,997.12	91,944.06	370,001.00	(278,056.94)
Total Expenses	19,997.12	91,944.06	370,001.00	(278,056.94)
Total Revenues Over/(Under)				
Expenditures - Lake & Stream Mgmt.	(19,997.12)	(69,786.67)	0.00	(69,786.67)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

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

SURFACE WATER MONITORING & MGMT. PROGRAM - 90-04

Revenues				
General Property Tax	0.00	0.00	228,400.00	(228,400.00)
Total Revenues	0.00	0.00	228,400.00	(228,400.00)
Expenses				
Field Supplies	95.30	478.01	2,500.00	(2,021.99)
Computer Software	0.00	21,903.00	27,000.00	(5,097.00)
Telecommunications	0.00	0.00	1,000.00	(1,000.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	0.00	150.00	1,800.00	(1,650.00)
Vehicle	0.00	39.60	0.00	39.60
Contracted Services	3,534.25	7,068.50	102,200.00	(95,131.50)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	12,445.00	29,000.00	(16,555.00)
Computer Equipment	0.00	0.00	5,000.00	(5,000.00)
Equipment	0.00	0.00	11,500.00	(11,500.00)
Repairs & Maintenance	0.00	0.00	300.00	(300.00)
Lab Expense	2,842.00	4,426.00	59,000.00	(54,574.00)
Total expenses	6,471.55	46,510.11	240,000.00	(193,489.89)
Total Revenues Over/(Under)				
Expenditures - Surface Water:	(6,471.55)	(46,510.11)	(11,600.00)	(34,910.11)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>COMMON CARP MANAGEMENT - 90-26</u>				
Revenues				
General Property Tax	0.00	0.00	167,800.00	(167,800.00)
Total Revenues	0.00	0.00	167,800.00	(167,800.00)
Expenses				
Field Supplies	0.00	40.98	0.00	40.98
Telecommunications	72.30	175.84	200.00	(24.16)
Staff Travel	0.00	0.00	100.00	(100.00)
Professional Services	0.00	12,334.53	150,000.00	(137,665.47)
Contracted Services	1,283.34	1,283.34	3,000.00	(1,716.66)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	5,000.00	(5,000.00)
Construction	0.00	0.00	30,000.00	(30,000.00)
Equipment	0.00	0.00	10,700.00	(10,700.00)
Total expenses	1,355.64	13,834.69	200,000.00	(186,165.31)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	(1,355.64)	(13,834.69)	(32,200.00)	18,365.31
 <u>CURLY LEAF PONDWEED MGMT. - 90-27</u>				
Revenues				
General Property Tax	0.00	0.00	28,000.00	(28,000.00)
Total Revenues	0.00	0.00	28,000.00	(28,000.00)
Expenses				
Contracted Services	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	0.00	0.00	(22,000.00)	22,000.00
Total Revenue Over/(Under) Expenditur	\$ (27,824.31)	\$ (134,709.47)	(165,800.00)	31,090.53

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT FACILITIES - 95-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 1,406.79	206,244.00	(204,837.21)
Interest Revenue	0.00	9,551.41	15,391.00	(5,839.59)
Investment Interest	0.00	2,498.48	0.00	2,498.48
Total Revenues	0.00	13,456.68	221,635.00	(208,178.32)
Expenses				
Wages	11,926.76	42,778.34	133,258.00	(90,479.66)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	1,034.85	6,450.80	16,607.00	(10,156.20)
PERA Expense	645.30	3,028.02	9,994.00	(6,965.98)
Payroll Taxes	904.10	3,296.64	10,586.00	(7,289.36)
Office Supplies	10.52	75.60	613.00	(537.40)
Field Supplies	0.00	0.00	250.00	(250.00)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	125.00	(125.00)
Rent	430.87	2,154.35	5,550.00	(3,395.65)
Telecommunications	119.03	505.48	1,875.00	(1,369.52)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	22.09	207.78	2,500.00	(2,292.22)
Insurance & Bonds	0.00	1,752.05	2,000.00	(247.95)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	96.48	96.48	275.00	(178.52)
Vehicle Expense	34.81	150.88	15,000.00	(14,849.12)
Audit & Accounting	165.45	1,147.45	5,250.00	(4,102.55)
Professional Services	300.00	300.00	2,000.00	(1,700.00)
Contracted Services	265.56	475.79	5,000.00	(4,524.21)
Legal	0.00	168.29	1,000.00	(831.71)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	32.43	149.67	550.00	(400.33)
Total Expenses	15,988.25	62,737.62	221,635.00	(158,897.38)
Total Revenues Over/(Under)				
Expenditures - District Facilities:	(15,988.25)	(49,280.94)	0.00	(49,280.94)

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Four Months Ending April 30, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT FACILITIES REPAIR - 95-03</u>				
Revenues				
General Propety Tax	0.00	0.00	244,300.00	(244,300.00)
Total Revenues	0.00	0.00	244,300.00	(244,300.00)
Expenses				
Legal	0.00	0.00	17,000.00	(17,000.00)
Engineering	0.00	0.00	43,000.00	(43,000.00)
Construction	0.00	0.00	240,000.00	(240,000.00)
Total expenses	0.00	0.00	300,000.00	(300,000.00)
Total Revenues Over/(Under)				
Expenditures - District Facilities Repair	0.00	0.00	(55,700.00)	55,700.00
 <u>INSPECTION OPERATION & MAINTENANCE - 95-04</u>				
Revenues				
General Propety Tax	0.00	0.00	26,000.00	(26,000.00)
Interest	0.00	0.00	20,000.00	(20,000.00)
Total Revenues	0.00	0.00	46,000.00	(46,000.00)
Expenses				
Field Supplies	0.00	0.00	5,000.00	(5,000.00)
Telecommunications	41.18	124.42	0.00	124.42
Vehicle	0.00	54.49	0.00	54.49
Contracted Services	0.00	500.00	40,000.00	(39,500.00)
Legal	2,410.00	5,184.00	3,000.00	2,184.00
Engineering	1,540.25	1,540.25	40,000.00	(38,459.75)
Construction	0.00	0.00	29,000.00	(29,000.00)
Equipment	0.00	0.00	3,000.00	(3,000.00)
Total expenses	3,991.43	7,403.16	120,000.00	(112,596.84)
Total Revenues Over/(Under)				
Expenditures - Wall Wetland Restoration	(3,991.43)	(7,403.16)	(74,000.00)	66,596.84
Total Revenue Over/(Under) Expenditur	\$ (19,979.68)	\$ (56,684.10)	(129,700.00)	73,015.90

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports

MEMORANDUM

Rice Creek Watershed District



Date: April 16, 2024
To: RCWD Board of Managers
From: Ali Chalberg, Watershed Technician & Inspector
Subject: Staff Report 3/20/2024 – 4/16/2024

Highlights from Preceding Month

Overview:

This month has put the field season in full swing. Catherine and I have been out installing level loggers on our stream sample sights. Matt and I have conducted CLP surveys on lakes. Abel, Matt, and I have been busy getting the carp barrier ready for the spawning season. In addition, spring construction season is well underway.

Inspections

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

Lakes/Streams

- ❖ Lake Monitoring
 - Canoe
 - Boat
- ❖ Streams
 - Level Logger Installation
- ❖ Curly Leaf Pondweed Surveys
- ❖ Carp Barrier equipment installation

GIS

- ❖ Transferring over administrative access from Matt
- ❖ Files introduction

Meetings

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

MEMORANDUM
Rice Creek Watershed District



Date: April 17th, 2024
To: RCWD Board of Managers
From: Anna Grace, Regulatory Technician
Subject: Staff Report 3/20/24 – 4/16/24

- Created new permit files for online database and Laserfiche.
- Created new review files for online database and Laserfiche.
- Reviewed new permit applications and Initial Completeness Review Checklists were completed.
- Sent incomplete notice emails and continued working with applicants in tandem with RCWD staff and HEI consultants to receive all the required application materials.
- Continued coordinating with RCWD staff and inspectors with violations.
- Sent eight permit applications to HEI for review.
- Sent one permit applications to RCWD (myself) for review.
- Sent one after-the-fact violation permit application to RCWD (myself) for review.
- Received 19 new review file inquiries for permit/past file/landowner/consultant/violation/City.
- Provided office duty coverage for various regulatory duties (Administrative Permit Reviews, Administrative/Board Notices, CAPROC Notices, CAPROC Review, and Permit Issuance).
- Phone and email correspondence.
- Attended 6 scheduled meetings.
 - Completed my Quarter 1 Check-in/Feedback with RCWD Regulatory Manager, Patrick Hughes.

MEMORANDUM
Rice Creek Watershed District



Date: April 17, 2024
To: RCWD Board of Managers
From: Abel Green, Technical Field Assistant
Subject: Staff Report

- Inspect ditches after rain events and inspecting ditches that were reported by the public to be flooded or unfunctional, ensuring the system is still functioning as intended and there are no obstructions impeding flow
- Maintain proper signage around facilities that instruct and inform citizens about our facilities that are operating or to inform them of animal conservation activities
- Met with concerned citizens to discuss proposed plans and contracts to give them more information about the process and what will actually happen and how it can potentially impact their land with updated timelines
- Found an issue with the Hansen Iron Enhanced Sand facility where mud and muck was pumped and distributed to sand beds, working to mitigate any future operation; planning with the city of New Brighton to pump and jet lift station pipes when their vehicle is available
- Oasis park IESF still has the damaged pipe and are planning the repair for Spring; Working with city partners and EPG to update modem for remote function and monitoring and the new data plan from the city; Working with city partners about planned paving of the walkway that goes over the top of current pipe from lift station to sand beds
- Worked with engineer partners on review and finalizing plans to start the ditch maintenance on Ramsey County Ditch 4
- Work with city partners to build and grow closer working relationships and communications
- Coordinated the prescribed burn for the Walls wetland bank and Browns Preserve
- Working through various beaver activities to maintain drainage system and removing obstructions and blockages

MEMORANDUM
Rice Creek Watershed District

Date: April 17th, 2024
To: RCWD Board of Managers
From: Patrick Hughes, Regulatory Manager
Subject: Staff Report for 03/20/24 to 04/17/24

Summary

- Created new permit and review files for the online database
- Sent notice of replacement plan decision – 18-051, 23-010, 23-079, 24-004
- Sent notice of administrative action to Board – 23-020, 24-013, 24-021
- Assisted in the drafting of engineer’s reports – 18-051, 24-009, 24-010, 24-014, 24-017, 24-022
- Reviewed multiple CAPROC submittals for permit issuance
- Attended the 03/27/2024 and 4/10/2024 Board Meetings
- Attended Mounds View Ardan Park Wetland Bank draft prospectus discussion
- Attended Glacial Hills Regional Trail Long Range Plan TAC
- Assisted in job description/job postings for open positions with regulatory components
- Led inspection coordinator transition internally and with contracted inspectors
- Attended regular PMT meeting for CSAH 32 project in Forest Lake
- Attended BWSR Spring Training – Brome Conversion and Long-term Grassland Management
- Discussed upcoming Spring City-County Partner Meeting
- Gave inspection procedure overview to HEI for interim inspection services
- Attended April Washington County Consortium meeting
- Hosted Anoka TEP meeting – 35W Logistics Center
- Attended Preserve at Lexington Waters restoration planning meeting with DNR
- Attended Hugo West Wetland pre-application meeting
- Attended Watermark restoration planning meeting at Lino Lakes
- Hosted feasibility study meeting regarding ACHD crossing of Rice Creek at Central Ave
- Hosted first internal inspection check-in meeting
- Hosted initial kick-off meeting regarding 2024 rule revision topics
- Completed closeout inspection for 6198 Holly Drive (20-075)
- Sent out opportunity for early rule topic comment to public partners
- Completed Q1 input/feedback/SMART discussion with Regulatory Technician
- Attended regular RCWD leadership meeting

MEMORANDUM

Rice Creek Watershed District



Date: April 17, 2024
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Staff Report 3/20 – 4/17/2024

Highlights for Preceding Month

Bold items required significant time & attention

- Monitoring
 - Data entry, analysis, and reporting
 - 2024 lake plant survey planning
 - **Kisters WISKI database training and development, data integration**
 - **Finalize *Monitoring Notes* – annual monitoring plan specifics**
 - **Chloride monitoring - lakes**

- **Centerville Lake Alum project**
 - **Partner meetings – Cities of Centerville and Lino Lakes, and Anoka County**
 - **Site access development – Pre-Con meeting with Anoka Co**
 - **Public Meeting**
 - **Release of project specifications**
 - **Contractor quotes and contracting**

- **Long Lake Carp Management**
 - Long Lake / Rice Creek site setup – equipment, security, testing
 - Equipment rental and delivery

- **Curlyleaf pondweed management**
 - CLP delineations (Centerville, Golden, Johanna) & reporting
 - Permit acquisition
 - Vendor quotes
 - Budgeting and Board memo

- Clear Lake / WCD retrofit project – attend open house at Forest Lake City Hall

- GIS program development – initiate “handoff” of RCWD GIS responsibilities to Ali

- Serve on the State’s Restoration Advisory Panel (focus: carp and alum)

- Board Workshop – serve as staff liaison

- U of MN Field Methods class visit on Lower Rice Creek

- Program Manager Development & Team Leader Meeting
 - Leadership team meeting
 - Initiate regular L&S team meetings

MEMORANDUM

Rice Creek Watershed District



Date: April 17th, 2024
To: RCWD Board of Managers
From: Molly Nelson, Outreach and Grants Technician
Subject: Staff Report 3/21/24 - 4/17/24

Introduction

The highlights of my work from March 21st to April 17th are as follows: (Note that these are highlights and not the full extent of all work that I have done).

- Reviewed and approved Water quality grant applications A24-01, R24-03, and R24-04.
- Communicated and planned with new applicants for the Water Quality Grant program.
- Add the new language recommended and moved by the CAC to the Water Quality Grant program guidelines and communicated these changes to the SWCDs.
- Continued preparations for maintenance materials and setting the structure of a maintenance inspection component to the grants programs.
- Added backlogging grants to MS4Front database and created a mini grant tracking sheet for existing 2024 applicants as well as a tracking sheet for potential applicants for 2025.
- Outline changes that need to be made to the MS4front BMP module and the components for an online mini grant application to present to HEI. A meeting has been set up to discuss change requests on 4/19/24.
- Presented on an Enhanced Street Sweeping Program prioritization study at the 4/8/24 Board Workshop for consensus to move forward with a District wide study.
- Met with HEI to outline the details of the Enhanced Street Sweeping prioritization study and plan for a task order.
- Met with Anoka Conservation District Specialist, Breanna Keith, to discuss final steps for the Fridley road reconstruction rain garden Water Quality Grant application and plan remaining technical services budget hours for the summer.
- Created a handout for grant programs for the Hennepin County Master Gardeners rain garden tour.
- Created four rain garden sign designs for Milton Street rain gardens and Rice Lake Elementary School rain gardens.
- Attended some preliminary site visits in Washington County for potential grant applications, including a Minnesota Water Steward project in partnership with Forest Lake High School. Met with WCD to draft project designs.
- Attended an outreach event planning meeting with Birchwood Village for Tighe-Schmitz Park.
- Attended the March Washington County Water Consortium meeting.
- Assisted in CAC meeting coordination and communications for the March meeting.
- Continued work with Kendra Sommerfeld on Outreach Programs and communications with the Public.
- Completed first SMART goals check-in and discussed plans for Q2 with Kendra Sommerfeld.

MEMORANDUM
Rice Creek Watershed District



Date: 4/17/24
To: RCWD Board of Managers
From: Catherine Nester, District Technician/Inspector
Subject: Staff Report 3/20/24 – 4/16/24

Highlights from Preceding Month

- Continued setting up the new monitoring data management platform (WISKI), including building system components, importing test data, data preparation/organization, and virtual meetings with a company representative.
- Coordinated a University of Minnesota student chloride monitoring project at several stream and ditch monitoring sites.
- Conducted targeted chloride monitoring at various stream, ditch, and lake monitoring sites.
- Performed routine monitoring equipment maintenance and calibration.
- Prepared and tested monitoring equipment and stocked supplies for the 2024 monitoring season.
- Performed routine monitoring at various lake, stream, & ditch monitoring sites throughout RCWD.
- Began installing level loggers at various stream and ditch sites in RCWD.
- Continued working on an online boater safety certification course.
- Inventoried, restocked and delivered monitoring supplies to 2024 lake monitoring volunteers for the Met Council's Citizen-Assisted Monitoring Program.
- Ongoing coordination and communication with staff, HEI, and affected cities and watersheds regarding proposed legal boundary updates in Ramsey, Anoka, and Hennepin counties.
- Removed debris from the Johanna Creek fish barrier near the New Brighton Community Center.
- Updated monitoring-related sections of the 2023 annual report.

MEMORANDUM
Rice Creek Watershed District



Date: April 15th, 2024
To: RCWD Board of Managers
From: Will Roach, Watershed Technician/Inspector
Subject: Staff Update March 21st – April 17th.

Summary

- Conducted site inspections in Forest Lake and Columbus and provided inspection reports noting the corrective actions needed and providing the reports to both the applicants and City staff.
- Coordinated with HEI about outstanding items regarding payments for older Stormwater Management Grant program projects.
- Sent a reminder email to 2024 SMG grantees about next steps in process and deadline for return of fully executed grant agreements.
- Filed 2024 SMG documents received from applicants to the appropriate respective folders in Laserfiche.
- Conducted closeout Inspection for Permit #19-041- the Arnt Sand Mining Fish Pond project, and submitted closeout materials for surety return to District Administrator.
- Participated in several internal meetings with other regulatory staff members about next steps forward following recent staff changes.
- Had 1-yr review with District Administrator to discuss general performance as well as next steps and SMART goals.
- Reviewed program materials for the Watershed Based Implementation Funding (WBIF) program provided by Abby Tekiela and attended a hand-off meeting with her to discuss the general overview of the program, discuss next steps, and begin the process of the planning the next convene meeting.
- Exchanged communications with several residents who had reached out to the District with concerns regarding either a permitted project in the District or more general concerns about natural resource areas such as wetlands.

MEMORANDUM
Rice Creek Watershed District



Date: April 17, 2024
To: RCWD Board of Managers
From: Tom Schmidt, Public Drainage and District Facilities Manager
Subject: Staff Report April 2024

Highlights for this month

Responded to and addressed constituent concerns/questions about the public drainage system and district facilities.
Started a new position as public drainage and district facilities program manager.
Completed steep ditch bank right-of-way brush/ tree mowing on ACD # 10-22-32 in Lino Lakes (Dunaway Construction).
Completed steep ditch bank right-of-way brush/ tree mowing on ACD # 53-62 Branch #1, lateral 1 in Blaine (near Walmart and along 35 W) (Dunaway Construction).
Continued working with Scandia Trucking and excavating on the completion of the tile replacement project on WJD #5 in Forest Lake (in process).
Contracted with Dunaway Construction for steep ditch bank right-of-way brush/ tree mowing on AWJD#3 Branch #3 in Hugo.
Posted open district positions on LinkedIn.
Completed public drainage and district facilities sections of the annual report.
Completed public drainage and district facilities presentation for the spring City/ county partner meeting.

MEMORANDUM
Rice Creek Watershed District

Date: April 17, 2024
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Manager
Subject: Staff Report 3/20/2024-4/17/2024

MN Water Stewards

- Capstone project planning in progress with Forest Lake High School and WCD
- Working with Fridley for the Water Steward art project

Partnerships/Collaborations

- Blue Thumb webinar workshops completed for 2024
 - Working on a rain garden maintenance workshop
- Partnership with Growing Green Hearts- programming in progress in multiple cities
- Various city newsletter submissions
- Planning Spring 2024 city/county partner meeting
 - MS4 Outreach Presentation planned
- Creating and installing educational signs for various projects
- Friends of Miss River EIS program “On the Water” program planned and scheduled
- Anoka CD and DNR educational walking tour planned and scheduled
- Created various educational materials for Johanna Lake, Shoreview, and Centerville Lake communities
 - Created targeted mailings with some materials
- Initiated “enhanced street sweeping” process and staff discussions after multiple city requests.
 - Delegated future street sweeping program work and implementation to Molly Nelson
- WCD targeted outreach planning for ag. conservation projects

Targeted Outreach Program

- Working on targeted outreach initiatives and planning for 2024

Project/Program Outreach

- Centerville Lake Alum Project
- Jones Lake/I35W Flood Mitigation work with MN legislation
- Grant program outreach for new application periods. Working with various cities and SWCD on project and grant outreach
- Working on creating “Maintenance Kits” for grantees within the Water Quality program

2023 Annual Report

- In progress

Other

- Assisting with job postings and job interview process

MEMORANDUM

Rice Creek Watershed District



Date: April 17, 2024
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: Staff Report 3/21/2024 to 4/17/2024

- Coded invoices for payment this month which were reviewed by Administrator Nick Tomczik and Treasurer Marcie Weinandt and sent to our accountant Bonnie Burns via an excel spreadsheet.
- Initiated approved ACH's from vendor portal and released through US Bank SinglePoint portal.
- Researched check positive pay through US Bank.
- Gathered all timesheets and reviewed employee timesheets for administrator's final review.
- Updated payroll timesheet with ESST hours for employee earning statements.
- Provide bi-monthly payroll template to Redpath and updated information as needed.
- Computed AL payout and reviewed expense rpts for leaving employees Ashlee Ricci, Terrence Chastan-Davis and Abby Tekiela. This information was supplied to Redpath for payroll.
- Terminated HealthPartners, Delta Dental, Unum Insurance, and Further (if applicable) coverage for employees Ashlee Ricci, Terrence Chastan-Davis and Abby Tekiela.
- Provided COBRA letter for departing employees.
- Worked with accountant to notified PERA and MN State Retirement system on terminated employees.
- Updated-removed terminated employees for all district accounts they were listed on.
- Reviewed Program Support Technician position description and provided comments.
- Posted Program Manager, Inspection Coordinator, Inspector, and Program Support Technician job announcement on MnWorks, U of M Handshake, MN Watersheds, and Watershed Partners websites.
- Provided job information to Kendra and Tom to post on website and LinkedIn.
- Worked with Tom to supply an email to all interested LinkedIn applicants on how to apply for jobs.
- Receiving and filing all cover letters, resumes, and public data notice for all 4 job announcements.
- Generating spreadsheet with applicants for all 4 job announcements.
- Met and reviewed the 2023 draft audit with auditors, Manager Weinandt and Administrator Tomczik and provided feedback for final audit.
- Provided email to auditor responded to their questions.
- Track accounts receivable and deposit checks as needed.
- Review and track monthly financial reports.
- Tracking grant expenses for FY2023 WBIF grant and 2024 CWF Centerville Lake grant.
- Tracking payments for ACD 53-62 MT ROW payments
- Handled HR/Benefit issues and entered information needed on vendor portals.
- Created a Metro WD benefit survey and emailed out to all Metro WD administrators. Received survey information for WD and compiled into one document. Shared findings with Administrator and WD that participated.
- Met with Ellen Hinrichs to discuss my smart goals and finalize them. Emailed final goals to administrator.
- Provide minute templates to TimeSavers for meetings. Reviewed and edited regular Board minutes.
- Provided draft minutes for the Board workshop.
- Review monthly check register and interim financial statements.
- Retrieved, reviewed, and coded statements for district 6 bank accounts.



MEMORANDUM

Rice Creek Watershed District

- Monitor District financial accounts and investments, US Bank and 4M.
- Provide requested information to Board members and Administrator as needed.
- Assisted Board and Staff as needed.
- Reviewed agenda packets and provided comments.
- Attended board meetings and staff meetings.
- Work with IT consultant Rymark on computer problems in the office.
- Office IT contacts are departing. I am learning Microsoft office administration information.
- Working
- Placed orders for supplies as needed.
- Maintain Laserfiche filing system and scanned documents District receives into Laserfiche.

MEMORANDUM
Rice Creek Watershed District



Date: April 14th, 2024
To: RCWD Board of Managers
From: Abby Tekiela, Project Technician
Subject: Final Staff Report 03/20/2024 to 04/16/2024

Admin

- Completed digital permit file scanning with Indigital
- Assembled 04/03/2024 CAC agenda and agenda packet
- Assembled 03/27/2024 Board Meeting agenda and agenda packet
- Assembled 04/08/2024 Board Workshop agenda and agenda packet
- Assembled 04/10/2024 Board Meeting agenda and agenda packet

IT

- Executed IT transition from Ashlee Ricci to myself
- Finalized and executed phone service transfer from Zayo to Velocity
- Executed IT transition from myself to District staff
- Facilitated equipment order
- Sent software update reminder to staff

Grants

- Presented on WBIF to CAC
- Executed transition of WBIF materials from myself to Will Roach
- Executed transition of CWF materials from myself to Abel Green

Unresolved Permits

- Initiated and completed name change to “All Surety/Historic Permits” summary report to “Unresolved Permits”
- Initiated and completed update to Terrence Chastan-Davis’s Assigned Inspector fields

Other

- Attended BWSR Spring Training session
- Attended 03/27/2024 RCWD staff meeting
- Attended 04/11/2024 RCWD staff meeting
- Resigned from RCWD

MEMORANDUM
Rice Creek Watershed District



Date: April 17, 2024
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: Staff Report – April 2024

Highlights for Preceding Month

- ✓ Administrative
 - Program Manager Meeting
 - Metro Watersheds Meeting
 - HF4944 Testify CIC
 - 2023 Audit
 - Staff Retention and development discussions
 - BWSR Mn WD Meeting
 - Administrative E-signature Policy
 - Staff -SMART Goals
 - Staff Meeting
 - Salary Administration
 - Audit Discussions
 - Accounts Payable Review
 - Personnel Leave Requests
 - Board Meetings & Staff Meetings
 - Staff Resignation
- ✓ Communication & Outreach
 - I35W Flood Mitigation Project
 - Outreach Agreements
 - City County Partner Meeting Prep
 - Blue Thumb Trademark Transfer
 - CAC Membership Attendance
- ✓ Information Management
 - MS4 Front Advancement
- ✓ Restoration Projects
 - Centerville Lake Alum Project - Public Meeting
 - Priebe Lake Outfall Project (PLOP) Discussions
 - Street Sweeping Discussions
 - Watershed Based Implementation Funding (WBIF) Discussions
 - Jones Lake –Project engagement
 - WSB Storm Water Reuse Assessment
 - New Brighton FEMA Discussion
 - SW Management Grant
- ✓ Regulatory
 - 2024 Rule Revision Kick-off
 - Permit closures
 - Permit Management Discussions
 - Regulatory / PDS Coordination
- ✓ Ditch & Creek Maintenance
 - Biweekly Program Discussions with Consultants
 - ACD 10-22-32 Alternative #4 Assessment - MnDNR
 - ACD 53-62 Repair Discussions, CP's Pond
- ✓ Lake & Stream Management
 - Centerville Lake In Lake Treatment Discussions
- ✓ District Facilities
 - Facility operations, Implementation Discussions

ITEMS FOR DISCUSSION AND INFORMATION

2. May Calendar



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

MAY						
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	

MEMORANDUM
Rice Creek Watershed District

Date: April 16, 2024
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: May Calendar

- Wednesday, May 1, 5:30 p.m.** Citizen Advisory Committee Meeting,
Board Liaison Manager Bradley, RCWD District Conference Rm & remotely*
- Monday, May 6, 9 a.m.** Board Workshop
RCWD District Conference Room and remotely*
- Wednesday, May 8, 9 a.m.** Regular Board of Managers Meeting
at Shoreview City Hall Council Chambers and remotely*
- Thursday, May 9** Deadline for submission of Expense Report
- Wednesday, May 15, 7 p.m.** RCD1 Drainage System Record Public Information Meeting
at Shoreview City Hall Council Chambers and remotely*
- Wednesday, May 22, 9 a.m.** Regular Board of Managers Meeting
at Shoreview City Hall Council Chambers and remotely*
- Wednesday, May 27** Memorial Day-Office Closed