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RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, May 13, 2026, 9:00 a.m.

**Mounds View City Hall Council Chambers
2401 County Road 10, Mounds View, Minnesota
Virtual Monitoring via Zoom Webinar**

Join Zoom Webinar:
<https://us06web.zoom.us/j/88623607043?pwd=vPVbF4cKiHR6fzNyd4tQvULxX726F2.1>
Passcode: 558134
+1 312 626 6799 US (Chicago)
Webinar ID: 886 2360 7043
Passcode: 558134

Agenda

CALL TO ORDER

ROLL CALL

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.

SETTING OF THE AGENDA

APPROVAL OF MINUTES: APRIL 22, 2026, 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
26-009	C Lino LLC	Lino Lakes	Final Site Drainage Plan Wetland Alteration Floodplain Alteration	CAPROC 7 items
26-030	HMI Roseville Owner, LLC	Roseville	Final Site Drainage Plan	CAPROC 7 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated May 5, 2026.

Water Quality Grant Program Cost Share Application (Molly Nelson)

No.	Applicant	Location	Project Type	Eligible Total Project Cost	Pollutant Reduction	Funding Recommendation
A26-02	Richard Hank	7917 20 th Ave N, Lino Lakes	Conservation Cover & Buffer Planting	\$16,895.00	TSS: 8,100 lbs/yr TP: 4.32 lbs/yr Volume: 4,500 cu-ft/yr	\$8,447.50 not to exceed 50% of eligible project costs or up to \$10,000.00.
A26-03	City of Fridley	Commons Park & Rice Creek Trailhead off Rice Creek Terrace NE	Dog Waste Stations (5)	\$1,477.00	0.52 lbs TP/ 1 lb dog waste.	\$738.50 not to exceed 50% of eligible project costs or up to \$10,000.00.
R26-06	Hue Schlieu	2336 County Road B West, Roseville	Raingardens	\$12,990.00	TSS: 40.58 lbs/yr TP: 0.14 lbs/yr Volume: 4,460 cu-ft/yr	\$6,495.00 not to exceed 50% of eligible project costs or up to \$10,000.00.

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 Outreach and Grants Technician’s Recommendations, dated April 28, 2026.

ITEMS REQUIRING BOARD ACTION

1. HEI Task Order 2026-01: Ramsey County Ditches 2, 3, 5 Flood Impact Simulation (Kendra Sommerfeld)
2. Citizen Advisory Committee Member Appointment (Kendra Sommerfeld)
3. East Metro Water Resource Education Program Contract (Kendra Sommerfeld)
4. RCWD 2026 Board of Managers Calendar (Nick Tomczik)
5. Check Register Dated May 13, 2026, in the Amount of \$151,891.46 Prepared by Redpath and Company

ITEMS FOR DISCUSSION AND INFORMATION

1. District Engineer Updates and Timeline
2. Administrator Updates
3. Manager Updates

APPROVAL OF MINUTES: APRIL 22, 2026, REGULAR MEETING

DRAFT

1
2 For Consideration of Approval at the May 13, 2026 Board Meeting.
3 Use these minutes only for reference until that time.
4

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, April 22, 2026

Mounds View City Hall Council Chambers
2401 County Road 10, Mounds View, Minnesota
Virtual Monitoring Via Zoom Webinar

Minutes

CALL TO ORDER

5
6
7 President Michael Bradley called the meeting to order, a quorum being present, at 9:00 a.m.
8

ROLL CALL

9
10 Present: President Michael Bradley, 1st Vice-Pres. John Waller, 2nd Vice-Pres. Jess
11 Robertson, Treasurer Marcie Weinandt, Secretary Janet Hegland
12

13 Absent: None
14

15 Staff Present: Administrator Nick Tomczik, Regulatory Manager Patrick Hughes, Drainage &
16 Facilities Manager Tom Schmidt, Project Manager David Petry, Communications
17 and Outreach Manager Kendra Sommerfeld, Program Technician Emmet Hurley
18 (video-conference), Office Manager Theresa Stasica
19

20 Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI), District
21 Attorney John Kolb from Rinke Noonan
22

23 Visitors: Erik Peterson, Kevin Minnig
24

25 Visitors monitoring via Zoom: Aaron Berg, Michael
26

OPEN MIC/PUBLIC COMMENT

27
28 No comments were made by the public.
29

SETTING OF THE AGENDA

30
31 *Motion by Manager Hegland, seconded by Manager Waller, to approve the agenda as*
32 *presented. Motion carried 5-0.*
33

READING OF THE MINUTES AND THEIR APPROVAL

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35 Minutes of the April 6, 2026, Workshop and April 8, 2026, Board of Managers Regular Meeting.

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Motion by Manager Hegland, seconded by Manager Weinandt, to approve the April 6, 2026, Workshop minutes, with three non-substantive edits, as discussed. Motion carried 5-0.

Motion by Manager Hegland, to approve the April 8, 2026, minutes with the following suggested changes:

Line 29 addition: No comments put forth by the public.

Line 78-79 addition: ...but assured the Board that it was an isolated incident that was explained and therefore not something they needed to be overly concerned about.

Line 116 addition: The Board had no changes.

Line 160-162, replace paragraph with: Manager Hegland stated that the Board was requesting two modifications to build something like this for the other pots of money that are received and to list the other sources of funding from the entity so the benefit could be filtered for the total project cost as well as by the proportional contributions of the funding sources.

Manager Bradley seconded the motion with the following friendly amendment not to accept the suggested change on line 116 of the minutes. He felt it wasn't needed since in the following sentence of the minutes, he stated he made a few edits to the annual report.

Manager Hegland accepted the friendly amendment.

Motion carried 5-0.

CONSENT AGENDA

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

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
26-015	City of New Brighton	New Brighton	Street & Utility Plan Public/Private Drainage System	CAPROC 3 items
26-018	Lucille V. Waldoch LLC Asphalt Specialties Company	Columbus	Final Site Drainage Plan	CAPROC 7 items
26-019	Lyngblomsten at Lino Lakes, LLC	Lino Lakes	Final Site Drainage Plan	CAPROC 3 items
26-023	Lilac Street Commercial LLC	Lino Lakes	Final Site Drainage Plan	CAPROC 8 items

76

77 President Bradley asked about Permit No. 26-019 and asked if the reference to 17.582 referred
78 to acre-feet.

79
80 Regulatory Manager Hughes clarified that 17.582 referred to acres of land and explained that
81 they had not constructed everything under the 2019 master-plan permit, and this was a piece of
82 what they had planned for at that time.

83
84 President Bradley suggested that staff add the word ‘acres’ to clarify what this number was
85 referring to.

86
87 ***It was moved by Manager Hegland and seconded by Manager Weinandt, to approve the***
88 ***consent agenda as outlined in the above Table of Contents in accordance with RCWD District***
89 ***Engineer’s Findings and Recommendations, dated April 14, 2026.***

90
91 Manager Weinandt stated that she appreciated the work being done by staff on these permit
92 applications and presenting the information to the Board so clearly within the packet materials.

93
94 ***Motion carried 5-0.***

95

96 **ITEMS REQUIRING BOARD ACTION**

97 **1. HEI Task Order 2026-006: Lake Johanna Outlet Structure Final Plans and Specifications**
98 Drainage and Facilities Schmidt stated that staff were asking the Board to approve a task
99 order for Houston Engineering to produce final plans and specifications, including
100 contract administration for the removal and replacement of the existing Lake Johanna
101 outlet structure.

102
103 District Engineer Otterness gave a brief overview of the current condition of the Lake
104 Johanna outlet structure, history of the structure, details from the 2025 inspection report,
105 follow-up activities, and noted that this project was included in the 2026 budget. He
106 outlined the alternatives that had been considered for the project and shared details of
107 the design choice for a precast box culvert with a top slab. He noted that the proposed
108 timeline for the project would be for construction in the fall of 2026.

109
110 Manager Weinandt stated that her understanding was that there was a lot of rust in the
111 current structure and asked how that tied into the work that Catherine had been doing in
112 checking chloride in the lakes. She asked if, for example, the salt run-off had an impact
113 on this structure.

114
115 District Engineer Otterness stated that the salt has been a known issue in this portion of
116 the District for over 40 years. He stated that the chloride levels in the lake led to
117 accelerated degradation of the structure. He explained that this was also part of the
118 reason they were suggesting a concrete structure because it wouldn’t be affected to the
119 same degree as steel would from the salt.

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Manager Hegland asked about alternative #2 and asked if the costs of alternatives #1 and #2 were approximately the same.

District Engineer Otterness gave a brief overview of alternative #2 and stated that one of the challenges of alternative #2 would be the public having open access to the site. He stated that alternative #1 was found to be more cost-effective as it involved bringing out a pre-made concrete box to the site as opposed to alternative #2 which would need to be constructed entirely on site.

Manager Hegland asked how the District typically funds this type of project.

District Administrator Tomczik stated that the District had included this project in the 2026 budget and noted revenue is from both levy and fund balance. He noted that the current cost estimate from the engineer’s report, combined with the cost estimate for engineering services, is higher than the 2026 budgeted amount. Staff would bring information back to the Board.

Motion by Manager Bradley, seconded by Manager Weinandt, to approve Task Order 2026-006, Lake Johanna Outlet Structure Final plans and specifications, as recommended by Houston Engineering, to select Alternative #1, a precast box culvert, not to exceed \$73,400, and further authorizes the District administrator to sign the task order. Motion carried 5-0.

2. Ramsey County Ditches (RCD) 2 and 5 – Initiate Proceedings

Drainage and Facilities Schmidt stated that the District was initiating proceedings to modify portions of RCD 2 and RCD 5 to complete some components of the Basic Water Management Project 2013-01.

District Engineer Otterness gave a brief presentation on the proposed modification related to Jones Lake and the ditch realignment.

Manager Weinandt asked if the RCD 5 stops in the wetland.

District Engineer Otterness explained that the downstream end was at the edge of Jones Lake, so Jones Lake creates a gap between RCD 5 and RCD 2.

Motion by Manager Weinandt, seconded by Manager Bradley, to adopt Resolution 2026-05 Findings And Order Petitioning Action And Initiating Proceedings To Modify Drainage System (Ramsey County Ditch 5 Main Trunk; Ramsey County Ditch 2 Impoundment) Pursuant To Statutes Section 103E.227:

Manager Waller suggested that the District have pre-meetings with the railroad because their rules are very different than what most people expect.

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Therefore, the RCWD Board of Managers makes the following:

ORDER

- A. The Board of Managers hereby initiates proceedings under section 103E.227 and appoints Houston Engineering, Inc., to review the proposed modifications of RCDs 2 and 5 and to prepare a report and recommendation for the Board’s review and consideration.
- B. Upon receipt of the Engineer’s report, and after consultation with the Board, staff is directed to notice a public hearing on the petitioned modifications pursuant to Minnesota Statutes section 103E.227.

ROLL CALL:

- Manager Bradley – Aye***
- Manager Hegland - Aye***
- Manager Robertson – Aye***
- Manager Waller – Aye***
- Manager Weinandt – Aye***
- Motion carried 5-0.***

District Administrator Tomczik noted that the District continues work to obtain a DNR permit to dredge Jones Lake restoring its ecological functions. He explained that the DNR requires exploration of all possible alternative options.

3. Krejcarek Memorial Donations Resolution

Outreach and Communication Manager Sommerfeld explained that Gary Krejcarek was a member of the Citizens’ Advisory Committee and a water steward who had completed an incredible project on Bald Eagle Lake that included a shoreland restoration and a rain garden. She stated that the District had received memorial donations in honor of Mr. Krejcarek and planned to use them for a new educational sign that included a memorial and maintenance care for the BMP space.

Motion by Manager Bradley, seconded by Manager Weinandt, to adopt Resolution 2026-06 Krejcarek Memorial Donations:

THEREFORE, the Board resolves as follows

Funds donated to the District in memory of Gary Krejcarek shall be used for the following public purposes in order of priority:

- 1. To advance communication, education, and outreach by updating and modifying the education signage related to Gary Krejcarek’s Capstone Best Management Project,

208 "Bald Eagle Lake Raingarden" located near the junction of West Bald Eagle Boulevard
209 and West Avenue (5199-5181 West Ave, White Bear Township, MN);
210

211 2. To improve the function and condition of the Bald Eagle Lake Raingarden; and
212

213 3. To advance communication, education, and outreach efforts of the District, generally,
214 by accounting for remaining funds, if any, in fund 30-03 (communication, education,
215 and outreach) and authorizing use of such funds in any manner consistent with the
216 purpose of fund 30-03.
217

218 **ROLL CALL:**

219 **Manager Bradley – Aye**

220 **Manager Hegland - Aye**

221 **Manager Robertson – Aye**

222 **Manager Waller – Aye**

223 **Manager Weinandt – Aye**

224 **Motion carried 5-0.**
225

226 President Bradley stated that he felt this use of the donation was a fitting tribute for Mr.
227 Krejcarek’s family as well as for the District. He noted that staff had sent letters to those
228 who donated, which he felt was a nice touch from the District.
229

230 Outreach and Communication Manager Sommerfeld explained that the Bald Eagle Lake
231 Rain Garden project was featured on the District website and gave a brief overview of the
232 information and photos included on the website.
233

234 **4. Check Register Dated April 22, 2026, in the Amount of \$401,944.05 and April Interim**
235 **Financial Statements Prepared by Redpath and Company**
236

237 ***Motion by Manager Weinandt, seconded by Manager Bradley, to approve the check***
238 ***register dated April 22, 2026, in the Amount of \$401,944.05 and the April Interim***
239 ***Financial Statements prepared by Redpath and Company. Motion carried 5-0.***
240

241 **ITEMS FOR DISCUSSION AND INFORMATION**

242 **1. Staff Reports**

243 Reviewed.
244

245 **2. May Calendar**

246 District Administrator Tomczik stated that on May 13, 2026, following the regular Board
247 meeting, a proposed field trip for Jones Lake has been planned.
248

249 **3. Administrator Updates**

250 District Administrator Tomczik stated the Centerville Lake project is moving into phase 2
251 being funded by the Clean Water Fund. He noted that phase 1 had gone well and
252 expected the same outcome for phase 2. He stated that on ACD-53-62, there is an erosion
253 issue associated with a municipal outfall and that District Engineer Otterness would be
254 investigating it more closely.

255
256 District Engineer Otterness noted the outfalls were constructed as part of the repairs to
257 the Main Trunk of ACD 53-62 in Circle Pines. He displayed photos that staff had taken
258 yesterday of the erosion in the area.

259
260 Drainage and Facilities Manager Schmidt stated that he had informed the City of Circle
261 Pines that District staff would be investigating the erosion. He and noted staff had also
262 put up construction fencing around the area to discourage people from getting too close
263 to the erosion area.

264
265 District Engineer Otterness explained that this is a corridor that the public is not supposed
266 to access, but the public still does. They felt the addition of the construction fencing was
267 important.

268

269 **4. Manager Updates**

270 Manager Waller stated that he had attended the legislative sessions and shared some of
271 the opportunities he had to speak with Senator Pappas about the District's bonding
272 requests. He stated that he had also met with Senators Green, Putnam, and Kupec, who
273 also expressed their support for the bill. He explained that he had attended the last
274 meeting of the House Environmental Committee and took the opportunity to speak as a
275 member of the public, and gave a brief overview of his service and duties within the
276 District. He gave a brief explanation of the conversation he had with the Co-Chair of the
277 House Environmental Committee following the meeting about District staff, their
278 expertise, experience, and also the District's consultants. He noted that the bill was laid
279 over, so there may be a chance that the House Environmental Committee would meet
280 again and the District's bill could be heard.

281
282 President Bradley noted that Manager Waller called him after he attended the legislative
283 sessions and expressed his appreciation for his efforts on behalf of the District. The Board
284 thanked Manager Waller for his efforts.

285

286 **ADJOURNMENT**

287 ***Motion by Manager Bradley, seconded by Manager Waller, to adjourn the meeting at 10:00***
288 ***a.m. Motion carried 5-0.***

289

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
26-009	C Lino LLC	Lino Lakes	Final Site Drainage Plan Wetland Alteration Floodplain Alteration	CAPROC 7 items
26-030	HMI Roseville Owner, LLC	Roseville	Final Site Drainage Plan	CAPROC 7 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated May 5, 2026.

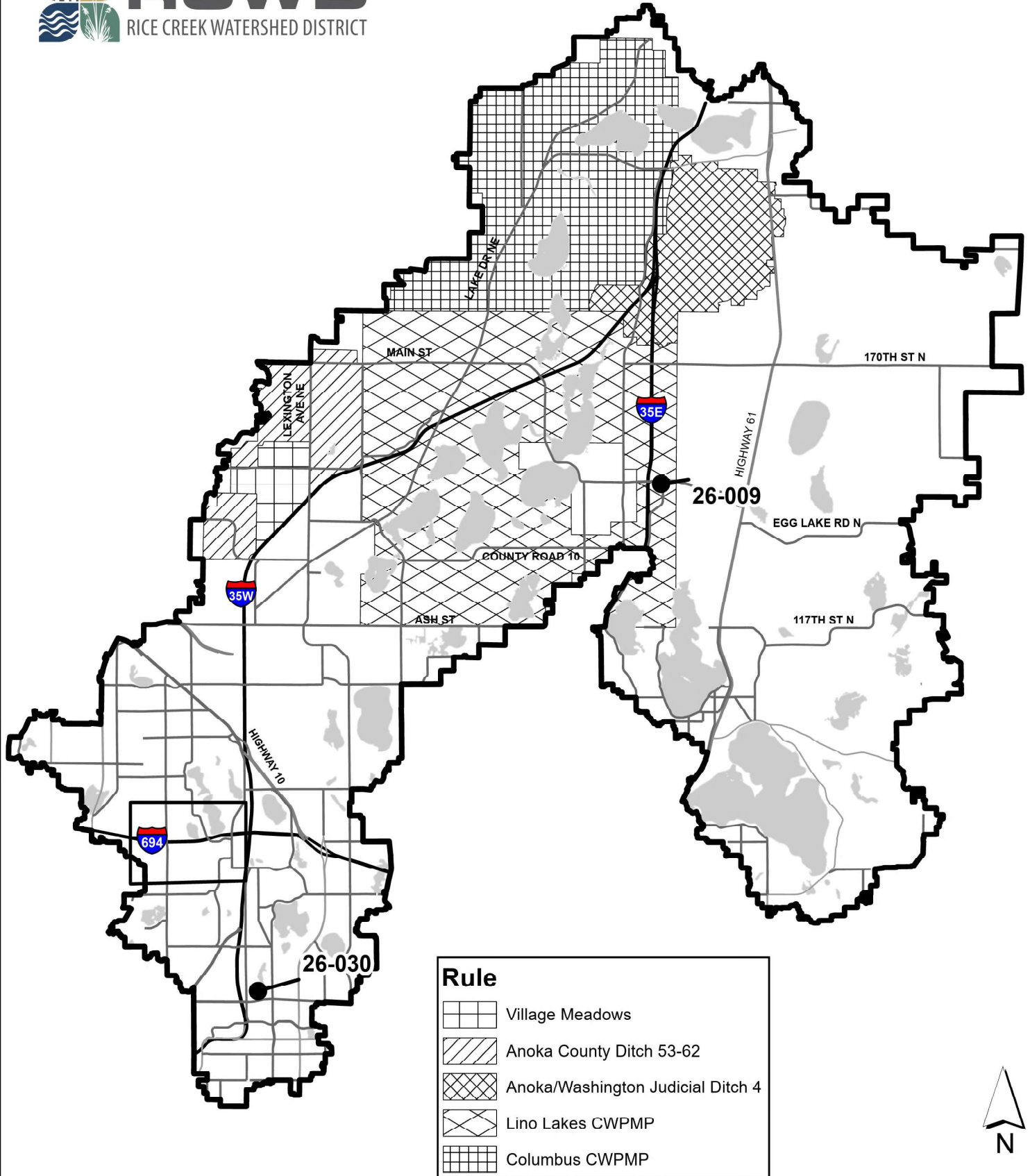
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**

May 13, 2026

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 May 5, 2026.

TABLE OF CONTENTS

Permit Application Number	Applicant	Page	Recommendation
Permit Location Map		13	
26-009	C Lino LLC	14	CAPROC
26-030	HMI Roseville Owner, LLC	21	CAPROC



Permit Reviews
05/13/2026 Agenda



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

Permit Application Number:

26-009

Permit Application Name:

Otter Crossing South

Applicant/Landowner:

C Lino LLC
Attn: Paul Schreir
3435 Labore Rd Suite 150
Vadnais Heights, MN 55110
Ph: 651-330-2403
paul@tymeproperties.com

Permit Contact:

Pioneer Engineering, P.A.
Attn: Paul Cherne
2422 Enterprise Drive
Mendota Heights, MN 55120
Ph: 651-251-0630
pcherne@pioneereng.com

Midwest Natural Resources, Inc.
Attn: Ken Arndt
1032 W. 7th St. Suite 150
St. Paul, MN 55102
Ph: 651-788-0641
ken.arndt@mnrinc.us

Project Name: Otter Crossing South 2nd Addition

Purpose: FSD – Final Site Drainage, WA – Wetland Alteration FA – Floodplain Alteration; Phase 2 of the Otter Crossing South commercial development

Site Size: 2.23 ± acre parcel / 2.3 ± acres of disturbed area; existing and proposed impervious areas are 0 ± acres and 0.8 ± acres, respectively

Location: SE corner of I-35 & Main Street, Lino Lakes

T-R-S: NSWE ¼, Section 24, T31N, R22W

District Rule: C, D, E, F

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:
 - (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
 - (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

Rule F – Wetland Alteration

2. Applicant must provide a “Standard Credit Withdrawal Form”, which is signed by the bank user and the bank seller.
3. The applicant must provide proof of BWSR debiting wetland bank for the correct amount and type of wetland credit.

Rule I – Public Drainage Systems

4. Applicant must submit a copy of the dewatering plan (if applicable).

Administrative

5. 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 be approved by the city. Additionally, they must include the following:
 - A note on the wetland plan stating that impacts to Wetland 4 are not approved for construction.
6. Applicant must work with the City to establish an acceptable maintenance obligation for the project.
7. The applicant must submit a cash surety of \$1,500 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The surety is based on \$1,500 for 2.3 acres of disturbance.

Stipulations: None.

Exhibits:

1. Revised plan set containing 24 sheets dated 2-09-2026 and received 4-13-2026
2. Permit application, dated 2-06-2026 and received 2-9-2026
3. Revised Stormwater Calculations, dated 4-16-2026 and received 4-21-2026, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions, duplicate geotechnical information
4. Revised Stormwater Calculations, dated 3-20-2026 and received 3-20-2026, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions, duplicate geotechnical information
5. Geotechnical report dated 4-7-2006, geotechnical report dated 11-21-2007 and soil logs dated 1-14-2026; received 2-9-2026.
6. Wetland replacement plan joint application dated and received 2-6-2026.
7. TEP comments dated 3-6-2026.
8. Revised wetland replacement plan joint application dated and received 3-17-2026.
9. Review file 22-282R and permit file 98-108.

Findings:

1. Description – The project proposes to construct commercial/retail development on the south portion of the current Outlot B of the Otter Crossing South Plat (2.23± acre parcel) located in Lino Lakes. The

project will increase the impervious area from 0 ± acres to 0.8 ± acres and disturb 2.3 ± acres overall. The permit covers only the impervious in the area identified as Lot 2. The project will also modify the outlets on an existing regional basin owned by the City of Lino Lakes located approximately 0.25 miles south of the project. The City has given permission for this project to use the regional pond capacity for treatment and modify the pond outlet. The regional pond outlets into JD 3 Main Trunk/ Clearwater Creek and then to Peltier Lake, which is the Resource of Concern (ROC). 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 to use an existing regional NURP Pond as described below for the project:

Existing BMP Description	Location	Current NURP requirement	As-built volume provided	EOF
Off-site regional stormwater pond	0.25 miles south of Site; East side of Otter Lake Rd and Phelps Rd	5.05 AF below the outlet*	10.98 AF below the outlet	905.7

*Update may be required for future use.

Soils on site are primarily HSG D consisting of clayey sands (SC). Thus, infiltration is not considered feasible and a stormwater pond is acceptable to meet the water quality requirement. The new/reconstructed area is 0.8 ± acres. Per Rule C.6(c)(1), the Water Quality requirement is governed by the NURP sizing requirement of run-off volume from the 2.5-inch rainfall event over the contributing area to the pond.

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

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Clearwater Creek	14.9	12.6	23.1	21.7	55.3	54.5
Existing Constructed Wetland	8.7	8.7	18.7	18.7	41.1	41.1
West	5.6	4.0	10.2	6.5	27.0	20.4
Totals	29.2	25.3	51.9	46.9	123.4	116.0

The project is not located within the Flood Management Zone. The hydrologic calculations contain an additional 0.7± acres of impervious area for “Lot 1” but otherwise were reviewed only for compliance with the development as described above. Any future permitting may require additional updates. The applicant has complied with the rate control requirements of Rule C.7. There are no structures within the contributing drainage area. Thus, the freeboard requirements of Rule C.9(h) are not applicable.

3. Wetlands – Wetlands were delineated under review file 22-282R with boundary decision issued on 118-2023, which remains valid.

The project area is located within the Lino Lakes CWPMP boundary but is outside of the Wetland Management Corridor (WMC); and therefore, not subject to WMC requirements.

A replacement plan application was submitted to the District proposing 0.2879 acres of wetland impacts. The application included the required MnRAM analysis of the wetland basins and alternative

analysis, including a total avoidance alternative. The applicant requested sequencing flexibility for Wetlands 1 and 2 under MN Rule 8420.0520 Subpart 7a based on past agricultural use.

The application was noticed to the TEP on 2-17-2026 and the comment period closed 3-11-2026. The project purpose defined in the replacement plan initially also included impacts for a future roundabout and road connection to the southwest. The TEP provided comments on 3-6-2026 requesting additional information on the spatial requirements for the future road construction within Wetland 4 under MN Rule 8420.0520 Subpart 4.A and additional information on efforts to modify the size of impact to Wetland 4 under MN Rule 8420.0520 Subparts 4.G(1)&(4). A revised replacement plan submitted on 3-17-2026 removed the future roundabout and road construction from the scope of the application's project purpose and the associated wetland impacts to Wetland 4. The applicant has addressed all comments.

Impact/Mitigation Table

Wetland Name (Location)	Impact Amount (ac)	Replacement Ratio	Replacement Amount (ac)
Wetland 1	0.0898	1:1	0.0898
Wetland 2	0.0820	1:1	0.0820

Wetland replacement will occur via wetland bank account 1522, in the amount of 0.1717 acres. The wetland bank is within the contributing drainage area of the CWPMP consistent with Rule F 6(d)(5). The applicant must provide the final BWSR withdrawal transaction form and demonstrate final withdrawal from the BWSR Bank.

The existing regional pond is identified under a Conservation Easement for Wetland Bank and received mitigation credits under RCWD Permit 98-108. The easement places limitations on grading, structures, and alterations to the basin's hydrology; however, the TEP found that the modifications to the basin's outlet structures will have minimal impacts to the mitigation credit areas and may be allowed if authorized by the District as the WCA LGU. District staff concur with the TEP that the modifications to the outlet of the pond will have minimal impact to credit areas. Additional details on the proposed emergency overflow spillway within the easement area are needed and may be subject to further review.

4. Floodplain – The RCWD regulatory floodplain on site is 906.8 NAVD88. Work will occur within the floodplain to modify the pond outlets. However, proposed impact to the floodplain is negligible and mitigation is not required. The project complies with Rule E.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrances, inlet protection and rip rap. The project will disturb more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheets S1-S3. 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 Clearwater Creek / JD 3 which is impaired for nutrients.
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – The stormwater pond is located adjacent to JD-3. If the applicant is dewatering into the ditch, a dewatering plan must be submitted.
8. Documenting Easements and Maintenance Obligations – The stormwater pond is located on property owned by the City, thus there are no easement requirements. Applicant must work with the city to provide an appropriate maintenance obligation for the pond.

9. Previous Permit Information – Wetland boundaries were delineated under review file 22-282R and the conservation easement for wetland bank was established as part of permit 98-108, as well as the construction of the regional pond. Permit 25-006 has been issued for the construction of an Aldi grocery store on the adjacent lot. A previous development permit was applied for under 06-005 which was never issued.

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



05/05/2026

Justin Phillips, 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.



05/05/2026

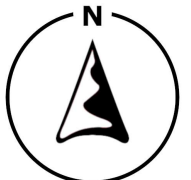
Katherine MacDonald, MN Reg. No 44590



Project Location -
"Otter Crossing South"

Legend

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






Legend

 Project Location

 Drainage Arrow

 New Impervious Surface

 JD 3 Main - Open Channel

 Regional Pond





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: 26-030
Permit Application Name: Twin Lakes Tech Center

Applicant/Landowner:

HMI Roseville Owner, LLC
Attn: Mike Wardwell
250 Nicollet Mall STE 920
Minneapolis, MN 55401
(612) 308-5255
mike@hyde-dev.com

Permit Contact:

Westwood
Attn: David Bade
12701 Whitewater Drive STE 300
Minnetonka, MN 55343
(612) 968-0846
david.bade@westwoodps.com

City of Roseville
Ryan Johnson
Ryan.Johnson@cityofroseville.com

Project Name: Twin Lakes Tech Center

Purpose: FSD – Final Site Drainage, Industrial redevelopment

Site Size: 12.47± acre parcel / 12.58 ± acres of disturbed area; existing and proposed impervious areas are 11.12± acres and 9.16± acres, respectively

Location: Northeast quadrant of Twin Lakes Pkwy & Mt. Ridge Rd., Roseville

T-R-S: SW ¼, Section 4, T29N, R23W

District Rule: C, D

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:
 - (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
 - (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

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. Final plans must include the following:
 - Ensure the vertical datum is labeled.
 - Label the HWL on the bio-filtration basins

- Additionally, ensure the 12" minimum of sand/organic mixture above the draitile of the biofiltrations is indicated in the pond detail on page C303 via dimensioning. The 12" may not include coarse filter aggregate.
3. 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 Roseville).
 4. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
 5. The applicant must provide an attested copy of 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.
 6. The applicant must submit a surety of \$30,850 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 \$6,250 for 12.58 acres of disturbance and \$24,600 for 49,267 CF of storm water treatment within the Langton ROC.
 7. Applicant, or authorized representative of applicant, must submit a signed statement that applicant or another party reported to the MPCA and the Minnesota Department of Health: (a) the indicated subsurface contamination, and (b) the disturbance proposed for the site, as it concerns the contamination. The statement must include a copy of the notification unless it was not in writing, in which case the statement is to describe the form and circumstances of the notification. Attachments to the notification should not be submitted unless the District requests.

Stipulations: The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, the permittee agrees to these stipulations, which must be fulfilled prior to return of the surety:

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. Applicant must promptly transmit a copy of any response received from the Minnesota Department of Health or the Minnesota Pollution Control Agency to the District, for the District's informational purposes.

Exhibits:

1. Plan set containing 17 sheets dated 4-22-2026 and received 4-23-2026
2. Permit application, dated 3-18-2026 and received 3-25-2026
3. Stormwater Calculations, dated 3-24-2026 and received 3-26-2026, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions
4. Revised Stormwater Calculations, dated 4-01-2026 and received 4-02-2026, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions

5. Revised Stormwater Calculations, dated 4-22-2026 and received 4-23-2026, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions
6. Geotechnical report, dated 10-06-2025 and received 3-26-2026 within the stormwater calculations
7. Letter from the City of Roseville, dated 04-21-2026 and received 04-23-2026, confirming treatment capacity of regional treatment facility and confirming no downstream adverse impact to Wilson Pond from project.
8. Permit file 26-034.

Findings:

1. **Description** – The project proposes to construct a new industrial building with a loading dock, parking, and associated stormwater features on a 12.47± acre parcel located in Roseville. The site was formerly a trucking terminal, but it was partially demolished, and the site is currently a vacant lot with bituminous paving and concrete building slabs. The project will decrease the impervious area from 11.12± acres to 9.16± acres and disturb 12.58± acres overall. Under existing conditions the site drains to the northeast through overland flow to Langton Lake. Under proposed conditions, a portion of the site will drain west from the site via existing storm sewer in Mount Ridge Road to a regional facility consisting of a rainwater harvesting vault and infiltration gallery permitted under RCWD Permits 09-024 and 10-013. The regional facility flows to Wilson Pond and then Jones Lake (the Resource of Concern) via the RCD-5 Main Trunk. The other portion of the site is proposed to drain east to the existing storm sewer in Twin Lakes Parkway, which drains to Langton Lake, the other Resource of Concern. The applicant has submitted a \$5,400 application fee for a Rule C permit creating 5 or more 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
Lined Biofiltration Basin 1	Northeast corner of site	Catch basin sump CB-202	17,788 cubic feet below the outlet	914.00
Lined Biofiltration Basin 2	Directly south of Biofiltration Basin 1	Catch basin sump CB-221 and CB-231	16,479 cubic feet below the outlet	915.00
Lined Biofiltration Basin 3	Directly south of Biofiltration Basin 2	Catch basin sump CB-251 and catch basin manhole sump CBMH-252	20,687 cubic feet below the outlet	915.00
Offsite Existing Regional Facility	Underneath Mt. Ridge Rd. near Country Road C2	4,552 cubic feet of capacity used		

Soils on site are primarily HSG D consisting of sandy lean clays (CL). Thus, infiltration is not considered feasible on site and bio-filtration is acceptable to meet the water quality requirement; off-site treatment will be provided via infiltration. Per Rule C.6(c)(1), the Water Quality requirement within the Langton Lake ROC is 1.69-inches over the new/reconstructed area (8.02± acres) for a requirement of 49,267± cubic feet, and within the Jones Lake ROC is 1.1-inches over the new/reconstructed area (1.14 ac) for a requirement of 4,552 CF.

The current capacity of the regional treatment system is stated to be 56,043 CF. The City of Roseville acknowledged via letter that the capacity of the system will be reduced by 4,552 CF as a result of the project.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 1.0 inches per hour. Applicant to confirm that 12-inches of sand has been provided above the drain tile. The biofiltration basin liners on site restrict groundwater movement and provide protection from the groundwater. The applicant has treated 98.14% of the required impervious 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
Northeast of site	42.6	2.5	65.7	6.6	119.0	14.7
West of site	0.0	5.2	0.0	8.4	0.0	15.9
Totals	42.6	7.7	65.7	15.0	119.0	30.6
80% of Totals	34.1		52.5		95.2	

The project is located within the Flood Management Zone. The City of Roseville confirmed via letter that there is no expected adverse downstream impact to Wilson Pond from the proposed rate increase to the west. 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(h).

The applicant has identified the presence of soil contamination within or in the vicinity of the project site. The District and its Engineer have not independently reviewed the data or information relating to contamination and have not independently evaluated the risk associated with introducing storm water into the soil matrix. Due to the documented presence or likelihood of contamination, and pursuant to Rule C.6(d)(2), infiltration BMPs are not required. The applicant is responsible to confer with any agency with authority over site contamination and/or reuse, and otherwise to ensure that site storm water management conforms to sound design practices (including those documented in the MPCA's *Minnesota Stormwater Manual*) and all legal requirements.

3. Wetlands – There are no wetlands on site.
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, erosion control blanket, turf reinforcement mat, and rip rap. The project will disturb more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheets C402 and C403. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project does not flow to a nutrient impaired water (within 1 mile).
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).
9. Previous Permit Information – Review file 26-029R is for the site. The site is proposed to be demolished under a separate permit, 26-034. The site was previously partially demolished under review file 12-117R (no permit). Permit 05-063, proposing a mass redevelopment for a larger area

encompassing the site, was applied for but not constructed. The regional treatment facility partially used for this project was permitted under Permit 09-024 and Permit 10-013.

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

Karina m Hanson

05/05/2026

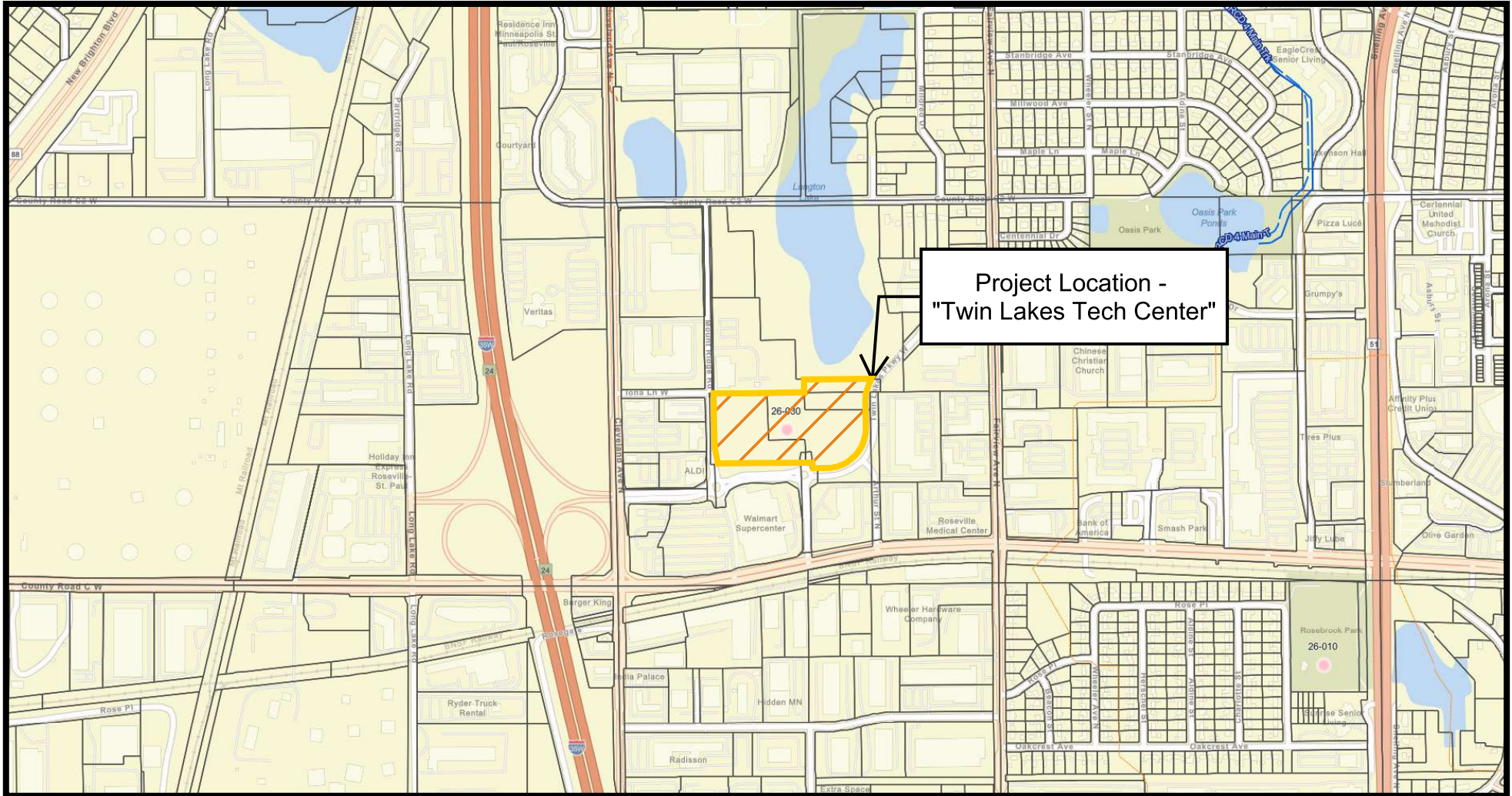
Karina Hanson, EIT

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

05/05/2026

Katherine MacDonald, MN Reg. No 44590



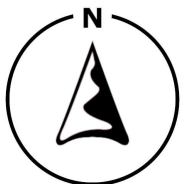
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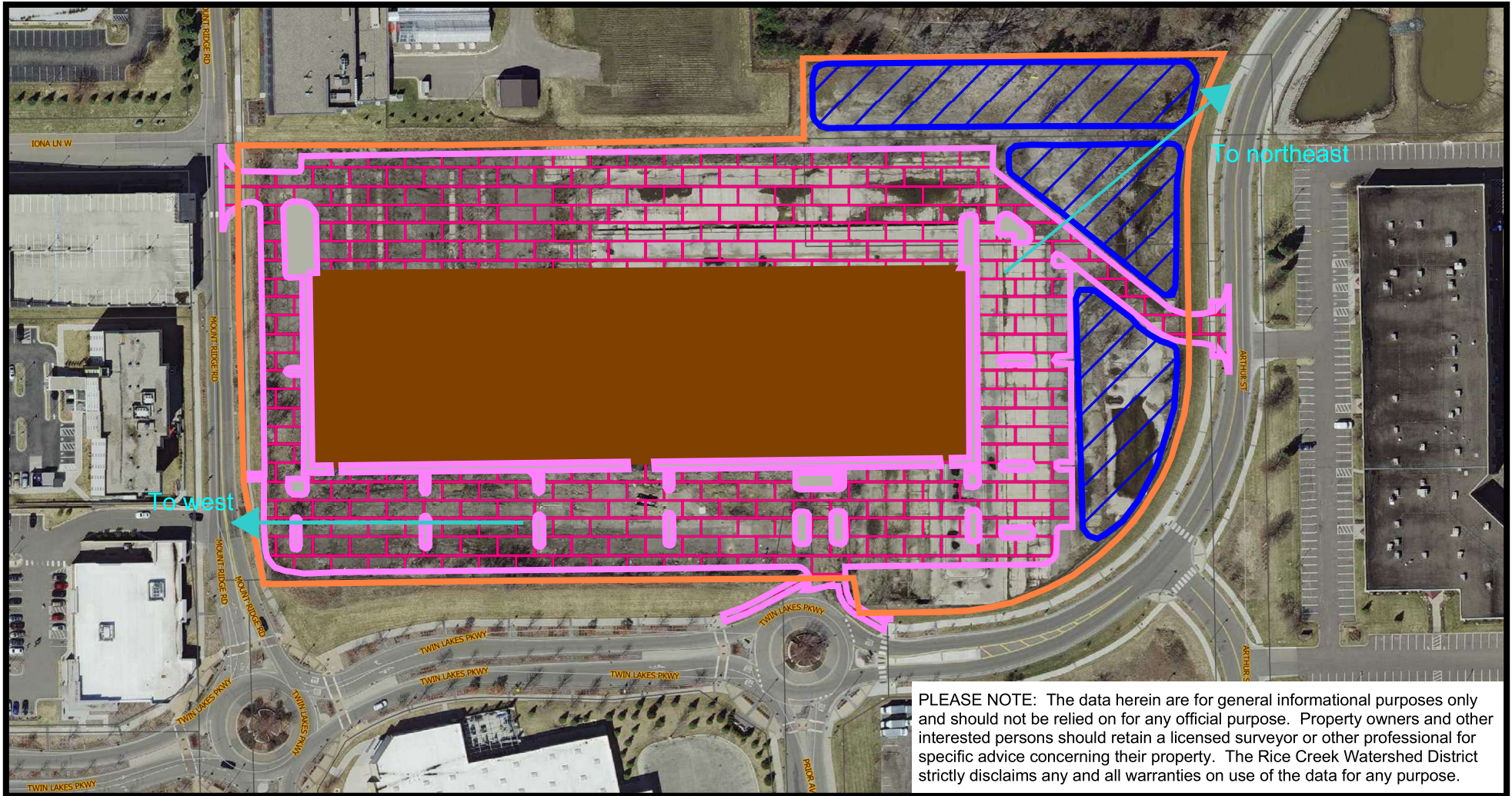
 Project Location

 Public Waterway

 Public Ditch - Stormsewer






 Public Ditch - Open Channel

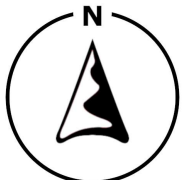




PLEASE NOTE: The data herein are for general informational purposes only and should not be relied on for any official purpose. Property owners and other interested persons should retain a licensed surveyor or other professional for specific advice concerning their property. The Rice Creek Watershed District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

Legend

-  Project Location
-  Proposed Building
-  Parking Lot
-  Biofiltration Basin
-  Drainage Arrow



Water Quality Grant Program Cost Share Application (Molly Nelson)

No.	Applicant	Location	Project Type	Eligible Total Project Cost	Pollutant Reduction	Funding Recommendation
A26-02	Richard Hank	7917 20 th Ave N, Lino Lakes	Conservation Cover & Buffer Planting	\$16,895.00	TSS: 8,100 lbs/yr TP: 4.32 lbs/yr Volume: 4,500 cu-ft/yr	\$8,447.50 not to exceed 50% of eligible project costs or up to \$10,000.00.
A26-03	City of Fridley	Commons Park & Rice Creek Trailhead off Rice Creek Terrace NE	Dog Waste Stations (5)	\$1,477.00	0.52 lbs TP/ 1 lb dog waste.	\$738.50 not to exceed 50% of eligible project costs or up to \$10,000.00.
R26-06	Hue Schlieu	2336 County Road B West, Roseville	Raingardens	\$12,990.00	TSS: 40.58 lbs/yr TP: 0.14 lbs/yr Volume: 4,460 cu-ft/yr	\$6,495.00 not to exceed 50% of eligible project costs or up to \$10,000.00.

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 Outreach and Grants Technician’s Recommendations, dated April 28, 2026.



MEMORANDUM

Rice Creek Watershed District

Date: April 28th, 2026
To: RCWD Board of Managers
From: Molly Nelson, Outreach and Grants Technician
Subject: A26-02 Hank Conservation Cover and Buffer Planting

Introduction

A26-02 Hank Conservation Cover and Buffer Planting

- Applicant: Hank, Residential
- Location: 7917 20th Ave N, Lino Lakes
- Total Eligible Project Cost: \$16,895.00
- RCWD Grant Recommendation: \$8,447.50 (50%)

Background

The A26-02 Hank Conservation Cover and Buffer Planting Water Quality Grant application proposes a 7.5-acre native prairie conversion and 2.5-acre wetland buffer on the applicant's residential property adjacent to Peltier Lake in Lino Lakes. Outlined details of the project scope are provided in the Anoka Conservation District's (ACD) technical memo. ACD staff provided project design guidance and recommendations for a cost-share grant award which has been reviewed and approved by RCWD staff. The landowners have the capacity to conduct the project with their own equipment and have demonstrated to staff that they can conduct the project themselves.

The estimated pollutant reductions for the proposed project are:

- Total suspended solids – 8,100 lbs/year
- Total phosphorus – 4.32 lbs/year
- Water volume – 4,500 cubic feet

The ACD provided a cost estimate amounting to \$16,895.00, which has been reviewed and approved by RCWD staff for cost-share.

Staff Recommendation

Based on the submitted application and program guidelines, RCWD staff support the project award of \$8,447.50 not to exceed 50% of eligible project expenses of \$16,895.00 or \$10,000.00, whichever is lower.

Request for Proposed Motion

Manager _____ moves to authorize the RCWD Board President, on advice of counsel, to approve the Water Quality Grant Contract for A26-02 of \$8,447.50 (50%) not to exceed 50% of eligible project costs or up to \$10,000.00, whichever amount is lower, as outlined in the consent agenda and in accordance with the RCWD Staff's recommendation and established program guidelines.

Attachments

- A26-02 Hank Conservation Cover and Buffer Planting application documents



ANOKA CONSERVATION DISTRICT

1318 McKay Drive NE, Suite 300
Ham Lake, MN 55304
Phone: (763) 434-2030 Fax: (763) 434-2094
www.AnokaSWCD.org

MEMORANDUM

TO: RCWD Board of Managers and Citizen Advisory Committee
FROM: Breanna Keith, Water Resource Specialist
DATE: April 17, 2026
SUBJECT: Water Quality Grant Program Application – Hank Conservation Cover and Buffer Planting, Peltier Lake, Lino Lakes

The following summarizes the RCWD Water Quality Grant Program application to cost-share a conservation cover and buffer planting practice adjacent to Peltier Lake. Project components include A) the conversion of land currently being cropped for alfalfa production to native prairie, and B) the installation of a shoreline buffer planting in a 2.5-acre woodland containing bare soils from previous buckthorn dominance. The landowners plan to install the project themselves.

PROJECT DESCRIPTION

Peltier Lake was listed in 2002 303(d) as "impaired waters" by the Minnesota Pollution Control Agency for aquatic recreation because of nutrient over enrichment. Phosphorus was identified as the main pollutant causing the impairment. The lake was chosen for the Sentinel Lakes Program as a good representative of challenges facing central Minnesota lakes in a watershed undergoing significant urbanization.

The Hank family property is located on the NE side of the Peltier Lake. They are proposing to A) convert 7.5 acres of their current alfalfa field to native prairie (e.g. a "conservation cover" practice) and to B) establish native understory in a previously buckthorn-dominated 2.5-acre woodland that buffers Peltier Lake's lacustrine wetland. Buckthorn control was completed by these landowners in the woodland, and the bare soils left behind are now ready for seeding. Establishing perennial native vegetation in both areas, which slope towards the lake, will stabilize soil, thereby reducing phosphorus and sediment loading to the lake. The estimated water quality benefits for this project is a reduction of 4.32 lbs TP/year and a reduction of 4.05 tons TSS/year. In addition to the water quality benefits, this project establishes native habitat diversity in a watershed that is becoming more developed.

Site preparation for successful vegetation establishment includes an initial herbicide treatment to non-native vegetation in the alfalfa field, a shallow till to break up dead weeds, follow-up spot herbicide treatment, and likely an additional follow up till to create bare soil for the native seeding. Site preparation will occur during the growing season. Seeding will occur in the fall. A mesic prairie seed mix will be broadcasted in the 7.5 acre field. A mix of savanna and woodland seed mixes will be broadcasted in the woodland. Establishment mowing to prevent weeds from creating seed will be conducted after seeding. The landowner owns and operates much of the needed equipment for the project and has established a native buffer on the east side of the property near the road. He has demonstrated that he is capable of implementing and maintaining this project.

PROJECT DESIGN

We recommend converting the 7.5 acres currently used for alfalfa production to native prairie, and re-vegetating the currently bare understory of the adjacent woodland buffering Peltier Lake with a woodland/savanna seed mix. Because both practices rely on successful native vegetation establishment for long-term soil stability (and therefore water quality benefits), site preparation with tilling and targeted herbicide treatment, and establishment mowing to reduce weed takeover, will be needed. The landowners have the knowledge and ability to complete these practices themselves, but may need to rent some suitable equipment.

ESTIMATED POLLUTANT REDUCTIONS

Areas slated for conversion to native vegetation currently slope substantially toward the lake and contain bare to partially bare soils resulting from cropping and former buckthorn dominance. Therefore, pollutant reductions associated with runoff erosion were estimated using the BWSR Sheet and Rill Erosion Calculator. Pollutant and volume reductions associated with filtration/infiltration from the improved buffer planting were estimated using WinSLAMM modeling.

- Total suspended solids – 8,100 lbs/year
- Total phosphorus – 4.32 lbs/year
- Water volume – 4,500 cubic feet

ELIGIBLE EXPENSES AND REQUESTED FUNDING

The grant request outlined in this section is based on a cost estimate produced by the project designer (Carrie Taylor, ACD Restoration Ecologist). Because the landowner wishes to install this project himself, this estimate includes in-kind match for his labor calculated at a rate of \$20/hour. See attached project cost estimate table for more details.

RCWD Water Quality Grant Program Summary

Designer	Total Cost Estimate*	Max RCWD Grant Amount (50% up to \$10,000)	Landowner Responsibility	RCWD Grant Amount Recommended
Anoka Conservation District	\$16,895.00	\$8,447.50.	\$8,447.50.	\$8,447.50.

STAFF NOTES

Requests for agricultural BMPs are uncommon in the Anoka County portion of the Rice Creek Watershed District, let alone for properties adjacent to a priority waterbody. These landowners exhibit a strong conservation ethic, having already spent years removing buckthorn from the forested area. Now, they're ready to vegetate the bare soil left behind, and convert the majority of their alfalfa field to native vegetation. Both practices will be valuable for water quality and habitat in Peltier Lake.

RECOMMENDATION

Approve Water Quality Grant Program application for cost-share at 50% up to \$8,447.50.

SITE PICTURES

Figure 1: Project Overview Map



Figure 2: Existing alfalfa field conditions, April 2026.

COST ESTIMATE						
Richard Hank						
7917 20th Ave N. Lino Lakes 11-31-22-11-0003						
Current condition: perennial alfalfa field adjacent to a wetland along Peltier Lake						
Soils: Dundas loam and Nessel fine sandy loam						
Project: Convert 7.5 acres of alfalfa to native prairie.						
Enhance 2.5 acres of woodland where buckthorn has been controlled but some herbaceous weeds and bare soil are present.						
Equipment Cost Estimates are based on rental fees.						
Timeline	Activity	Cost Estimate per acre	# Acres	Hours	Rate	Cost Estimate
Spring 2026	Broadcast herbicide treatment - Labor			16	\$ 20.00	\$ 320.00
	Broadcast herbicide treatment - Equipment					\$ 600.00
	Herbicide: 2.5 gallon Roundup Pro Concentrate - follow label to mix with water and surfactant					\$ 100.00
	Non-ionic surfactant					\$ 20.00
	Transline/ Clopyralid (for alfalfa) if glyphosate doesn't work well and/or spot treatment					\$ 30.00
Spring 2026 - 3 weeks after spray	Shallow till to break up dead weeds - Labor			16	\$ 20.00	\$ 320.00
	Shallow till to break up dead weeds - Equipment					\$ 700.00
Late summer 2026	Broadcast herbicide treatment - Labor			16	\$ 20.00	\$ 320.00
	Broadcast herbicide treatment - Equipment					\$ 600.00
Late summer 2026 - 3 weeks after spray	Shallow till to break up dead weeds - Labor			16	\$ 20.00	\$ 320.00
	Shallow till to break up dead weeds - Equipment					\$ 700.00
	Harrow or Harley Rake in field for seed bed prep - Labor			12	\$ 20.00	\$ 240.00
	Harrow or Harley Rake in field for seed bed prep - Equipment					\$ 700.00
Fall 2026	Seed native seed mix - Mesice Prairie SE 35-642 or similar - SEED	\$ 750.00	7.5			\$ 5,625.00
	Seed native seed mix - Woodland Seed mix, MNL Woodland Mix or similar - SEED	\$ 3,000.00	0.5			\$ 1,500.00
	Seed native seed mix - Savanna Seed Mix or similar - SEED	\$ 1,000.00	2			\$ 2,000.00
Fall 2026	Seed native seed mixes- Labor			12	\$ 20.00	\$ 240.00
	Seed native seed mixes- Equipment					\$ 600.00
Spring 2027	Establishment mow - Labor			10	\$ 20.00	\$ 200.00
	Establishment mow - Equipment					\$ 400.00
Summer 2027	Establishment mow - Labor			10	\$ 20.00	\$ 200.00
	Establishment mow - Equipment					\$ 400.00
Late Summer 2027	Spot Herbicide Treatment - Labor			8	\$ 20.00	\$ 160.00
	Spot Herbicide Treatment - Equipment					\$ 600.00
TOTAL:						\$ 16,895.00
Landowner In Kind Contribution:						\$ 8,447.50
Cost-share funds request:						\$ 8,447.50
% Landowner In Kind and Cash Contribution:						50%
% Cost-share funds						50%



MEMORANDUM
Rice Creek Watershed District

Date: April 28th, 2026
To: RCWD Board of Managers
From: Molly Nelson, Outreach and Grants Technician
Subject: A26-03 City of Fridley Pet Waste Stations

Introduction

A26-03 City of Fridley Pet Waste Stations

- Applicant: The City of Fridley, Public
- Location: Commons Park, Rice Creek Trail Trailheads off Rice Creek Terrace NE
- Total Eligible Project Cost: \$1,477.00
- RCWD Grant Recommendation: \$738.50 (50%)

Background

The A26-03 Fridley Pet Waste Stations Water Quality Grant application proposes 5 pet waste stations to be installed at Commons Park (3) and the Rice Creek Trailheads on Rice Creek Terrace NE (2). Outlined details of the project scope are provided in the Anoka Conservation District’s (ACD) technical memo. The City of Fridley will maintain and manage the waste stations after installation. ACD staff provided purchasing guidance for the type of waste station and recommendations for a cost-share grant award which has been reviewed and approved by RCWD staff. The city will conduct the installation of the waste stations.

Based on the Coon Creek watershed District study of pet waste pollutant reductions, the estimated pollutant reductions for the proposed project are: 0.52 lbs. of phosphorus per 1 lb. of dog waste.

The ACD provided a pet waste station recommendation from Dog Waste Depot for a total cost of \$1,477.00 for all 5 stations which has been reviewed and approved by RCWD staff for cost-share.

Staff Recommendation

Based on the submitted application and program guidelines, RCWD staff support the project award of \$738.50 not to exceed 50% of eligible project expenses of \$1,477.00 or \$10,000.00, whichever is lower.

Request for Proposed Motion

Manager _____ moves to authorize the RCWD Board President, on advice of counsel, to approve the Water Quality Grant Contract for A26-03 of \$738.50 (50%) not to exceed 50% of eligible project costs or up to \$10,000.00, whichever amount is lower, as outlined in the consent agenda and in accordance with the RCWD Staff’s recommendation and established program guidelines.

Attachments

- A26-03 Fridley Pet Waste Stations application documents.



ANOKA CONSERVATION DISTRICT

1318 McKay Drive NE, Suite 300
Ham Lake, MN 55304
Phone: (763) 434-2030 Fax: (763) 434-2094
www.AnokaSWCD.org

MEMORANDUM

TO: RCWD Board of Managers and Citizen Advisory Committee
FROM: Breanna Keith, Water Resource Specialist
DATE: April 17, 2026
SUBJECT: Water Quality Grant Program Application - City of Fridley Pet Waste Management Stations – Rice Creek Trail and Commons Park

INTRODUCTION

- Applicant: The City of Fridley
- Locations: Commons Park (555 61st Ave NE) and trailheads to Rice Creek Trail off of Rice Creek Terrace NE (see attached map)
- Project Type: Pet Waste Management Stations
- Total Eligible Project Cost: \$1,477
- RCWD Grant Recommendation: \$738.50 (50%)

BACKGROUND

This application proposes the installation of five pet waste stations in Fridley: three at Commons Park (which is currently being re-developed to include more trails), and two at trailheads to the Rice Creek Trail on Rice Creek Terrace NE. Loose pet waste is commonly observed in these areas, which are in close proximity to Rice Creek and West Moore Lake (“protection” management classification in the District’s watershed management plan). By offering an immediate source of pet waste bags and receptacles, this project will help reduce non-point source pollution in stormwater runoff from that pet waste. A similar cost share application was approved for two pet waste stations at Moore Lake Park in 2022. Like those, the City of Fridley will maintain and manage the stations after installation in accordance with the Program’s guidelines in the Operations and Maintenance Agreement.

The Coon Creek Watershed District previously provided insight on the multiple ways in which pet waste stations benefit water quality at a low investment cost. In their pilot program funding the installation of these stations, approximately 13 lbs of pet waste was collected per week, which is equivalent to a phosphorus reduction of approximately 6.8 lbs. Reductions in bacteria such as E. coli entering waterways is also achieved through this effort.

Estimated cost per pet waste management station: \$295.40. Cost savings are achieved when these stations are purchased in groups of five, which is what the City plans to do.

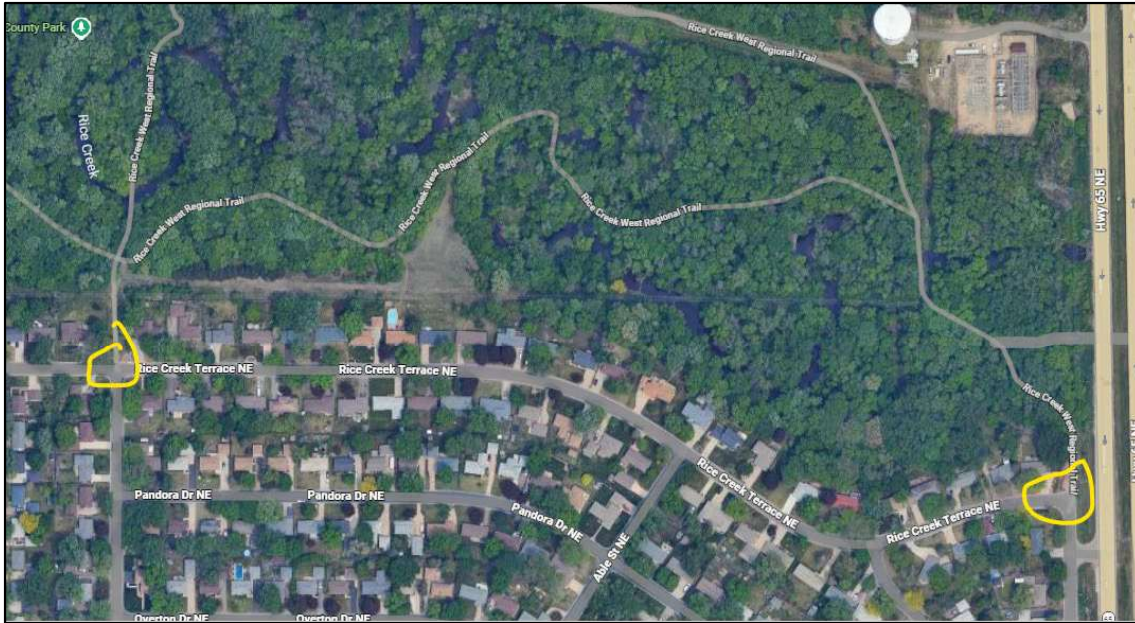
STAFF NOTES

Given the unique nature of this project, its benefits are less represented in the water quality screening form, which is geared toward structural projects more typical of this program. However, we feel the cost effectiveness is high, making this a worthwhile project.

RECOMMENDATION

Approve Water Quality Grant Program application for cost-share at 50% up to \$738.50

SITE LOCATIONS



Two waste stations will be installed at entrances to the Rice Creek Trail at Rice Creek Terrace NE



Three waste stations will be installed throughout Commons Park, which is currently being redeveloped to include more trails.

FREE FedEx Shipping & Returns - Order Today, Ships Today.

Home / Station Bundles & Bag Pallet Deals / 5 Station Bundle Deal -INSANE SAVINGS!

Dog Waste Bags

Dog Waste Stations

Station Bundles & Bag Pallet Deals

Bag Dispensers

Designer Bag Dispensers

Can Liners, 
Cans, Parts & Accessories

Earth Friendly 
Stations & Compostable Bags

Signs - Stock 
& Custom Messages



See our **89** reviews on  Trustpilot

5 Station Bundle Deal -INSANE SAVINGS!

MSRP: \$1,689.85

Now: \$1,477.00

(You save \$212.85)

[Request a Formal Quote »](#)

SKU: DEPOT-006B-5BND-GRN

Shipping: Free Shipping

Station Color: *

Matte Green

Dispenser Bag Type: *

Roll (Most Popular)

Add Solar Light:

No, do not add Solar Light

We use cookies (and other similar technologies) to collect data to improve your shopping experience. By using our website, you're agreeing to the collection of data as described in our Privacy Policy.

Quantity:

ADD TO CART



OVERVIEW

PRODUCT DESCRIPTION

Best Station Deal. \$1477 for 5 Stations- \$295 per station. FREE SHIPPING. NO BRAINER. *(others charge \$2425 for 5 stations--\$948 MORE-- that's no deal. And theirs are rust-prone steel. Ours are **rust-proof** aluminum) We build the strongest stations. Over 500,000 in use. Competitors use plastic dispensers, rust-prone steel cans, and flimsy U-channel posts. Don't waste your budget on those. **They won't hold up** compared to our **RUST-PROOF ALUMINUM, SQUARE POST, HAND-WELDED STATIONS.***

Includes Everything:

- 5 Aluminum SIGNS** -high visibility
- 5 Square POSTS** -heavy-duty, galvanized steel
- 5 Aluminum BAG DISPENSERS** - each with 2 keys
- 5 Aluminum ROUND WASTE CANS** -with lids & liner clamps
- 2000 Roll Bags & 125 Can Liners**
- Hardware & Installation Instructions**

Choose Bag Style:

- ROLL BAG:** Universal 8" x 13" bags on a roll
- ONEpul® BAG:** Header bags, with pull-strap, reduces extra bag dispensing
- MittN BAG:** Header bags with bottom gusset 'mitten'
- TIE-HANDLE BAG:** Jumbo roll bags with tie-handles
- TISSUE-STYLE BAG:** Tie-handle bags, in packets, dispensed 'tissue-box' style
- EZ-TIE HANGING BAG:** Tie-handle bags hang from a center tab on single dispenser prong



MEMORANDUM

Rice Creek Watershed District

Date: April 28th, 2026
To: RCWD Board of Managers
From: Molly Nelson, Outreach and Grants Technician
Subject: R26-06 Schlieu Raingardens

Introduction

R26-06 Schlieu Raingardens

- Applicant: Schlieu, Residential
- Location: 2336 County Road B West, Roseville
- Total Eligible Project Cost: \$12,990.00
- RCWD Grant Recommendation: \$6,495.00 (50%)

Background

The R26-06 Schlieu Raingardens Water Quality Grant application proposes 2 raingardens on a residential property in Roseville. The property drains to a storm sewer and ultimately into Langton Lake. Outlined details of the project are provided in the Ramsey Soil & Water Conservation District's (RSWCD) technical memo. The applicant was working with a consultant company prior to applying and chose to proceed with their design services for the project. Environmental Landscape Management, Inc provided the construction designs which were reviewed and approved by RSWCD staff. RSWCD staff then provided recommendations for a cost-share grant award which has been reviewed and approved by RCWD staff. The estimated pollutant reductions for the proposed project are:

- Water volume – 4,460 cubic feet/yr
- Total suspended solids – 40.58 lbs/year
- Total phosphorus – 0.14 lbs/year

The RSWCD provided a cost estimate totaling \$13,000.25 which has been reviewed and approved by RCWD staff.

Staff Recommendation

Based on the submitted application and program guidelines, RCWD staff support the project award of \$6,495.00 not to exceed 50% of eligible project expenses of \$12,990.00 or \$10,000.00, whichever is lower.

Request for Proposed Motion

Manager _____ moves to authorize the RCWD Board President, on advice of counsel, to approve the Water Quality Grant Contract for R26-06 of \$6,495.00 (50%) not to exceed 50% of eligible project costs or up to \$10,000.00, whichever amount is lower, as outlined in the consent agenda and in accordance with the RCWD Staff's recommendation and established program guidelines.

Attachments

- R26-06 Schlieu Raingardens application documents.

Ramsey County Soil & Water Conservation Division



To: RCWD Advisory Committee
 From: Brian Olsen: Environmental Resource Specialist
 Date: 4/20/2026
 Re: Schlieu Cost Share Application

Project: R26-06
 2336 County Rd B West
 Roseville, MN 55126
 Raingardens

Material & Labor Estimate: \$12,990.00
 Cost Share Request: \$6,495.00

Background:

The proposed project is located at a residential property in Roseville. The property drains it's entire area and part of the neighboring area towards the ditch/road to the North. It currently collects in the ditch area and ultimately ends up in the storm sewer system that sends it towards Langton Lake, negatively impacting water quality.

The proposed project involves installing a series of raingardens and native plantings in the front yard of the property both near the road/ditch area and also along the side of the garage and driveway. The projects will collect the runoff from downspouts and the surrounding lawn landscapes before it gets to the road an ultimately into the storm sewer system. Once established, raingardens and plantings will collect and infiltrate a large amount of the runoff from the landowner's property and some of the neighbor's property. It will reduce volume, total phosphorous, and sediment inputs to Langton Lake which is a RCWD Restoration classified lake, as well as providing pollinator and ecological health to the property.

Total catchment area treated by the proposed project A is 2,135 square feet (0.05 acres). It is 67% impervious and includes roof, sidewalk, and landscape/turf grass.

Total catchment area treated by the proposed project B is 4,356 square feet (0.10 acres). It is 83% impervious and includes roof, sidewalk, and landscape/turf grass.

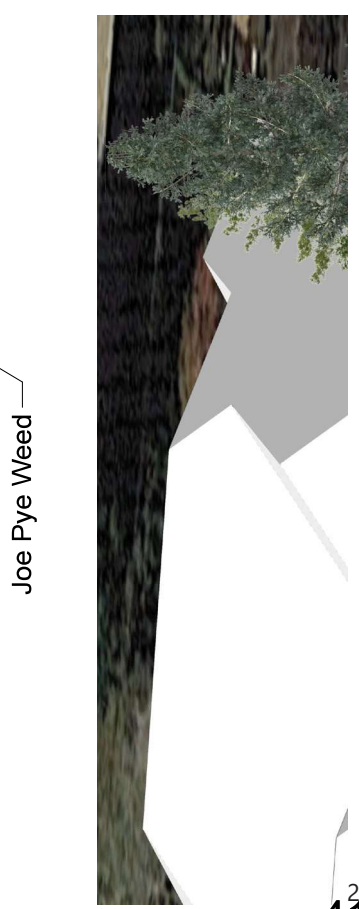
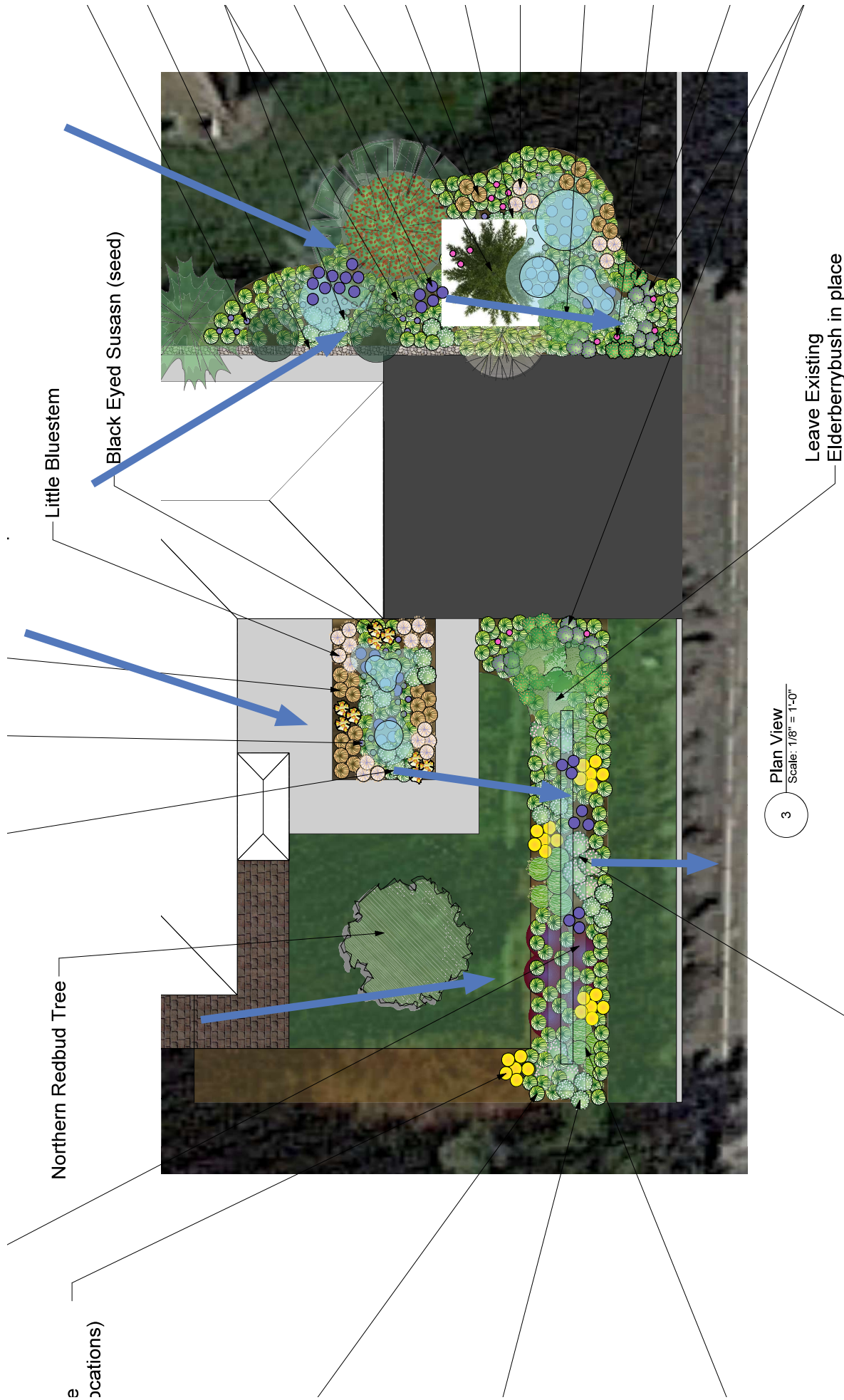
Recommendation:

It is my recommendation the project be awarded cost share in the amount of \$\$6,495.00 or 50% of the eligible project costs, whichever is less.

Pollution Reductions: Raingardens A & B

	Before	After	Reduction	Red. %
Volume (cu-ft/yr)	9,868	5,408	4,460	45%
TSS (lbs/yr)	84.53	43.95	40.58	48%
TP (lbs/yr)	0.2863	0.1456	0.1407	49%

EXHIBIT A: Site Drainage





PRE-EXISTING CONDITIONS PHOTO 1 OF 2



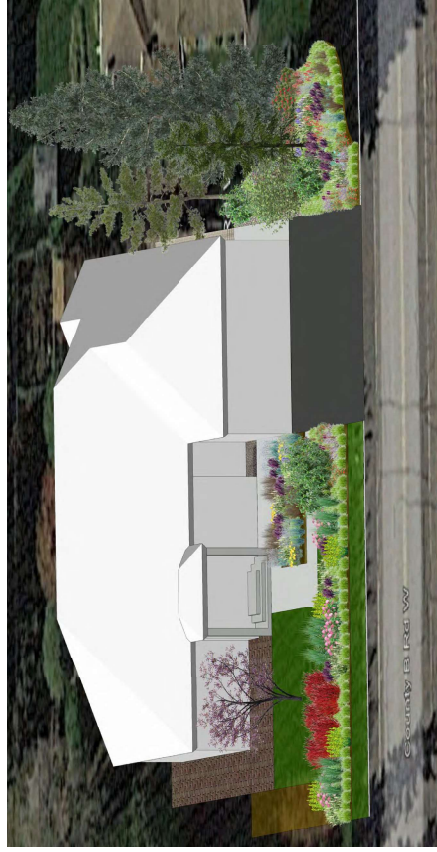
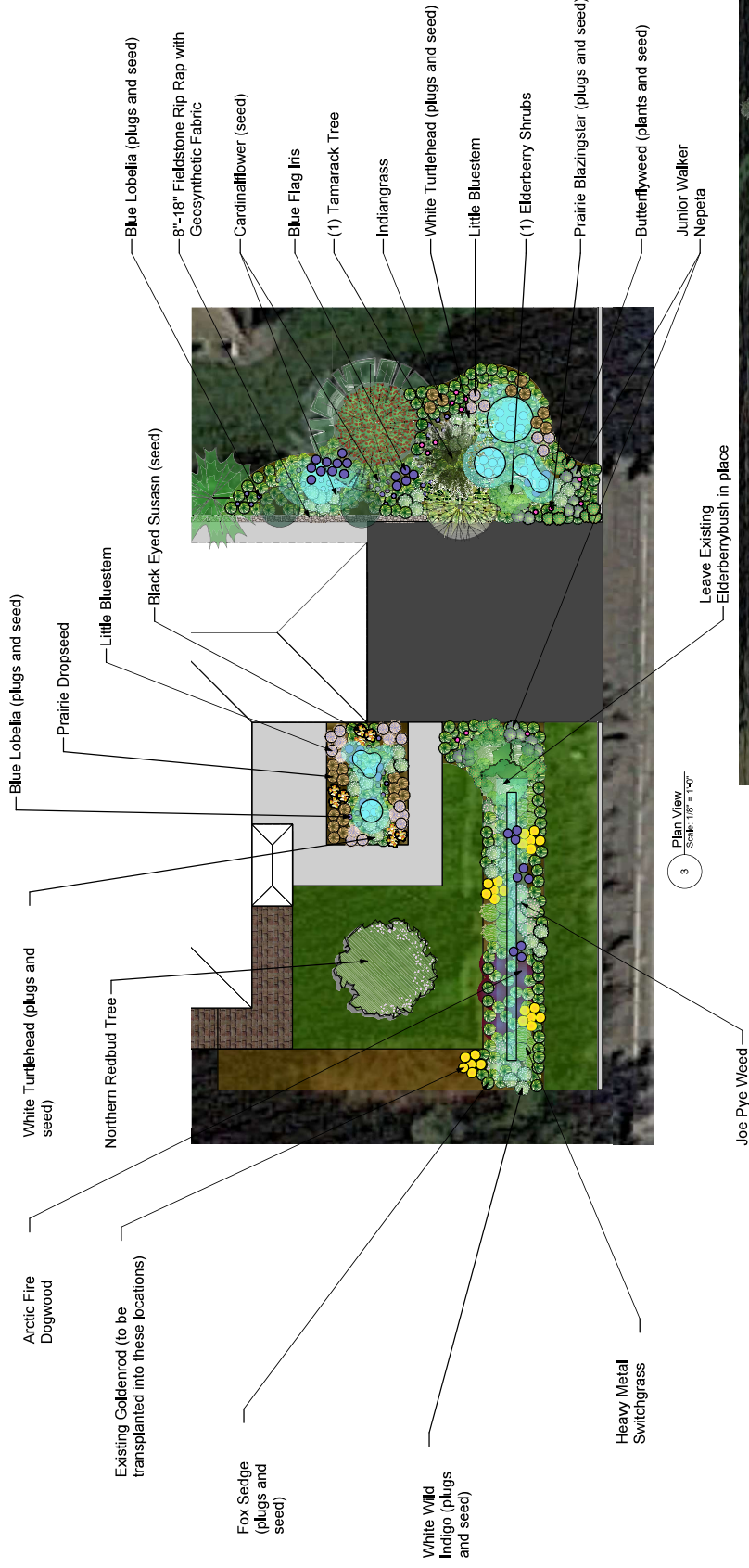
PRE-EXISTING CONDITIONS PHOTO 2 OF 2



Hudson, MI 48436
734-230-8858
AlanW@bluebeam.com
elms@line.com

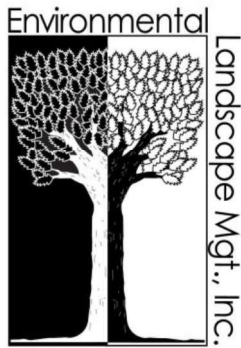
Stue Schlieu
2336 County Road B West
Roseville, MN

Draw Date	03/12/2026
Drawn By	Alan W. Schlieu
Scale	1" = 8'



The smaller (inner) blue areas represent 180 SF of rain garden that will pond at 6" for a total of upwards of 80 cubic feet of water storage (not including the side slope water storage)

This plan is the exclusive property of Environmental Landscape Mgt., Inc. Any reproduction or dissemination of this plan is prohibited without the written consent of Environmental Landscape Mgt., Inc.



Environmental Landscape Management

575 Schommer Drive Suite D

Hudson, WI 54016

Phone: (715) 386-7100

Fax: (715) 386-7636

March 25, 2026

Estimate# E1927

Hue Schlieu

2336 County Road B West

Roseville, MN 55113

(952) 210-0335

hue.schlieu@gmail.com

Front Planting

Tear out and dispose of unwanted plants and small trees in front yard planting areas

Properly Grade Northeast Rain Gardens (front yard)

Install 1200 SF of S32 BD Erosion Blanket

Install the following Plant Material:

- (1) Northern Redbud Tree 7 gallon
- (5) Arctic Fire Dogwood 2 gallon
- (13) Heavy Metal Switchgrass 1 gallon
- (180) Fox Sedge plugs
- (27) Blue Flag Iris plugs
- (10) Baby Joe Pye Weed 1 gallon
- (9) Butterflyweed 3.5"
- (15) Blue lobelia 3.5"
- (15) Little Bluestem 3.5"
- (15) Prairie Dropseed 3.5"
- (15) White Turtlehead 3.5"
- (9) Rough Blazingstar plugs
- (9) Nepeta Junior Walker 1 gallon
- (15) White Wild Indigo plugs

Transplant existing Goldenrod into groupings seen on the plan

Install Wildflower seed in specific species groupings:

Butterflyweed, Fox Sedge, Blue lobelia, Black Eyed Susan, Liatris, White Wild Indigo, White Turtlehead

Total: \$7,270.00

Northwest Rain Garden

Tear out and dispose of unwanted plants and wall block in Northwest Rain Garden planting area

Properly Grade Northwest Rain Gardens (front yard)

Install 90 SF of Geosynthetic Fabric

Install 3 tons of 9"-18" Fieldstone Boulders along edge of walkway

Install 780 SF of S32 BD Erosion Blanket

Install the following Plant Material:

- (108) Fox Sedge plugs
- (1) Tamarack Tree 2 gallon
- (1) American Elderberry 2 gallon
- (9) Junior Walker Catmint 1 gallon
- (18) Blue Lobelia 3.5"
- (18) Blue Flag Iris plugs
- (18) White Turtlehead 3.5"
- (18) Cardinalflower 3.5"
- (18) Blue Lobelia 3.5"
- (6) Little Bluestem 3.5"
- (9) Indiangrass 3.5"
- (4) Rough Blazingstar plugs
- (9) Butterflyweed 3.5"

Install wildflower seed in specific groupings:

Fox Sedge, White Turtlehead, Blue Lobelia, Cardinalflower, Butterflyweed, Liatris

Total: \$5,180.00

Herbicide Treatment

Install Garlon 3A Herbicide with Bark Oil Blue on Invasives

Total: \$540.00

Grand Total: \$12,990.00

Sales Person: _____ Date: _____
Alan MacQuarrie

I/we Hue Schlieu agree to the above prices, specifications and conditions. Environmental Landscape Management, Inc. is authorized to do the work as specified. Payments shall be made promptly per specified payment schedule. Only Cash or Check payments accepted..

Client Signature: _____ Date: _____

This proposal is valid until November 2, 2025.

Payment Schedule

Due upon signing	50.00%	\$6,495.00
Due upon job completion	50.00%	\$6,495.00

Payment Terms: Due Upon Receipt

All work to be completed in a workmanlike manner according to accepted industry best practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon orders and will become an extra charge over and above the estimate. If not otherwise quoted, additional or "add-on" labor that is requested or required outside of contracted specifications shall be performed at a rate of \$105.50 per hour plus additional costs for material, machines and trucking as needed.

Environmental Landscape Management, Inc (ELM) shall contact Diggers Hotline/Gopher One to locate Utilities as required. Care will be taken to avoid damage to existing irrigation systems, low voltage lighting and other outdoor utilities not located by service providers. However, ELM shall be held harmless for damages to existing irrigation system, low voltage lighting and other outdoor utilities. Any irrigation system, low voltage lighting or other outdoor utilities repairs due to work performed by ELM shall be an additional cost and is not included in this proposal. At ELM's discretion, ELM may perform needed repairs or request assistance from a sub-contractor at additional cost.

Warranty Specifications

ELM warranty excludes responsibility for "Acts of God" or any other conditions beyond its control which may adversely affect workmanship or overall performance

Warranty period starts at completion of project installation

RETAINING WALL WARRANTY - 1 Year Warranty on all workmanship

PAVER WARRANTY - 1 Year Warranty on all workmanship

POURED CONCRETE WARRANTY – There is no warranty expressed or implied against cracking

PLANT WARRANTY - All perennials, shrubs and trees carry a 1 Year Warranty covering plants that have died. Warranty assumes proper care and water to be provided by owner after installation. Plant mortality due to lack of water or animal damage is not covered under warranty. Plants will be replaced 1 time during the 1 Year Warranty Period.

SOD, SEED AND HYDROSEED – not covered under any warranty period, expressed, or implied.

WATER FEATURE WARRANTY - Water features carry a 1 Year Warranty. Warranty assumes proper care and maintenance to be provided by owner and timely notification to Environmental Landscape when warranty issues arise. Pump failure due to freezing in winter or from low water levels is not covered under warranty. Maintenance to be provided by owner includes but is not limited to filter cleaning, pump removal in winter, removing leaves and other natural debris.

TREE SPADE - Due to the size and nature of installation, there is no warranty to cover any damage to irrigation

This includes any damage cause when installing replacement warranty trees.

Signature:

Date:

ALL ITEMS AS SPECIFIED BELOW ARE ESTIMATES FOR REFERENCE USE ONLY - NOT A BID SHEET

Schlieu Residence
 2663 County Road B West
 Roseville, MN 55126
 BMP Type: Raingarden
 Number of BMPs: 1 of 2

County: Ramsey
 Date: 4/17/2026

INSTALLED MATERIALS & LABOR - RAINGARDEN A

<u>Item</u>	<u>Qty</u>	<u>Unit</u>	<u>Unit Cost</u>	<u>Amount</u>
Sod Removal; Raingarden Excavation/Grading & Soil Haul Away	8.75	CY	\$ 95.00	\$ 831.25
Subgrade Ripping/Soil Loosening	1.00	LS	\$ 500.00	\$ 500.00
Soil Amendment (80% Washed No.2 Sand; 20% MnDOT Grade II Compost)	4.00	CY	\$ 110.00	\$ 440.00
Twice-Shredded Hardwood Mulch (MnDot Type II) (2-3" thick)	2.75	CY	\$ 100.00	\$ 275.00
Native Perennial: 4" Pots; or equivalent	300.00	EA	\$ 8.00	\$ 2,400.00
Native Perennial: 1 Gallon; or equivalent	32.00	EA	\$ 16.00	\$ 512.00
Native Shrub: 2 Gallon; or equivalent	5.00	EA	\$ 55.00	\$ 275.00
Native Tree: 7 Gallon; or equivalent	1.00	EA	\$ 150.00	\$ 150.00
Natural Shovel Cut Edge (or approved equivalent edging material - steel/rock/paver/etc.)	200.00	LF	\$ 3.00	\$ 600.00
Mobilization	1.00	LS	\$ 1,000.00	\$ 1,000.00
			Subtotal	\$ 6,983.25

ADDITIONAL BID ITEMS AS NECESSARY

Subtotal \$ -

PROJECT TOTAL

Project Estimate	\$	6,983.25
:-10%	\$	6,284.93
:+10%	\$	7,681.58
Estimated WD/WMO Grant Award:	\$	5,237.44
Estimated RCPR Grant Award:	\$	-
Potential Grant Award Total:	\$	5,237.44
Estimated Landowner Cost:	\$	1,745.81

Soil & Water Conservation Division
 2015 Van Dyke Street
 Maplewood, MN 55109
www.ramseycounty.us

ALL ITEMS AS SPECIFIED BELOW ARE ESTIMATES FOR REFERENCE USE ONLY - NOT A BID SHEET

Schlieu Residence
 2663 County Road B West
 Roseville, MN 55126
 BMP Type: Raingarden
 Number of BMPs: 2 of 2

County: Ramsey
 Date: 4/17/2026

INSTALLED MATERIALS & LABOR - RAINGARDEN B

Item	Qty	Unit	Unit Cost	Amount
Sod Removal; Raingarden Excavation/Grading & Soil Haul Away	8.50	CY	\$ 95.00	\$ 807.50
Subgrade Ripping/Soil Loosening	1.00	LS	\$ 500.00	\$ 500.00
Soil Amendment (80% Washed No.2 Sand; 20% MnDOT Grade II Compost)	3.75	CY	\$ 110.00	\$ 412.50
Twice-Shredded Hardwood Mulch (MnDot Type II) (2-3" thick)	2.50	CY	\$ 100.00	\$ 250.00
River Rock/Boulders & Fabric	1.00	LS	\$ 500.00	\$ 500.00
Native Perennial: 4" Pots; or equivalent	226.00	EA	\$ 8.00	\$ 1,808.00
Native Perennial: 1 Gallon; or equivalent	9.00	EA	\$ 16.00	\$ 144.00
Native Shrub: 2 Gallon; or equivalent	1.00	EA	\$ 55.00	\$ 55.00
Native Tree: 2 Gallon; or equivalent	1.00	EA	\$ 90.00	\$ 90.00
Natural Shovel Cut Edge (or approved equivalent edging material - steel/rock/paver/etc.)	150.00	LF	\$ 3.00	\$ 450.00
Mobilization	1.00	LS	\$ 1,000.00	\$ 1,000.00
			Subtotal	\$ 6,017.00

ADDITIONAL BID ITEMS AS NECESSARY

Subtotal \$ -

PROJECT TOTAL

Project Estimate	\$	6,017.00
:-10%	\$	5,415.30
:+10%	\$	6,618.70
Estimated WD/WMO Grant Award:	\$	4,512.75
Estimated RCPR Grant Award:	\$	-
Potential Grant Award Total:	\$	4,512.75
Estimated Landowner Cost:	\$	1,504.25

Soil & Water Conservation Division
 2015 Van Dyke Street
 Maplewood, MN 55109
www.ramseycounty.us

ITEMS REQUIRING BOARD ACTION

1. HEI Task Order 2026-01: Ramsey County Ditches 2, 3, 5 Flood Impact Simulation (Kendra Sommerfeld)

MEMORANDUM
Rice Creek Watershed District



Date: May 5th, 2026
To: RCWD Board of Managers
From: Kendra Sommerfeld, Outreach and Communications Manager
Subject: HEI Task Order 2026-01: Ramsey County Ditches 2, 3, 5 Flood Impact Simulation

Introduction

Houston Engineering (HEI) has provided Task Order 2026-001 to develop a Flood Impact Model and Flood Simulation Tool to support the Jones Lake Flood Mitigation Project. Staff is seeking Board approval to move forward with this work.

Background

The Jones Lake Flood Mitigation Project addresses potential and future flooding risks in the Jones Lake area, including portions of New Brighton, Roseville, and the I-35W corridor. HEI will develop a Flood Impact Model for the RCD 2, 3, and 5 corridor using ESRI’s Flood Impact Solution integrated with RCWD’s existing SWWM model. The task order outlines specific tasks and deliverables.

Because this project focuses on reducing current and future flood risks, it can be challenging for stakeholders to fully understand the extent of the problem and the benefits of proposed mitigation strategies.

This tool will be a significant outreach and communication tool by:

- Helping stakeholders clearly visualize flood risk that is difficult to see
- Supporting public meetings, interagency coordination, and discussions with affected communities
- Strengthening RCWD’s ability to communicate the long-term benefits of the project in a clear, data-driven format

The Board discussed this task order at their March 9th workshop and by consensus agreed to bring the task order to the board meeting for approval.

The not-to-exceed cost for this work is \$20,500, funded from the Jones Lake account (60-08), with final delivery anticipated by June 30, 2026.

Proposed Motion

Manager _____, moves to approve Houston Engineering, Inc. Task Order 2026-001: Phase 1 Ramsey County Ditches 2, 3, 5 Flood Impact Simulation not to exceed \$20,500, with Phase 2 and 3 as future options, and direct the Administrator to sign the task order, seconded by Manager _____.

Attachments

- Houston Engineering Task Order 2026-001 – Ramsey County Ditches 2, 3, 5 Flood Impact Simulation

SCOPE OF SERVICES



Task Order No. 2026-001 (REVISED)
Rice Creek Watershed District



RCD 2,3,5 Flood Impact Simulation

RCWD Administrative Information:

Account No.: 60-08
Account Name: Jones Lake

Houston Engineering Project No.: R005555-0362

Task Order Purpose:

The purpose of the task order is to provide the Rice Creek Watershed District with a tool (Flood Impact Model) to help the public visualize the extent of potential flood impacts. For this effort, we will utilize ESRI's Flood Impact Solution, integrating results from RCWD's SWWM Model to generate flood elevations for a 100-year flooding event. With these flooding events, a 3D scene will be generated to show where flooding occurs on the landscape at various times during/following the rainfall simulation.

The utility of such a tool can be broad; but its most evident use is to convey the purpose and value of flood control projects in the District. As such, this task order proposes a pilot project (Phase 1) focused on demonstrating the flood reduction benefit of the Jones Lake suite of RCD 2,3,5 Basic Water Management Project (BWMP) projects, including Jones Lake outlet/dredging and Highway 88 culvert projects. This pilot project will highlight the flood risk and flood reduction benefits provided from the RCD 5 crossing of Interstate Highway 35W down to the RCD 2 crossing of I-694. Particular flood-risk areas of note in this corridor include

- I-35W (road overtopping)
- Commercial buildings near I-35W / TH 88 interchange
- Residential buildings near Hansen Park
- Garden View apartments (parking lot and buildings)

Phase 2 of the project includes simulation of the effects of other RCD 2,3,5 BWMP projects including RCD 2 Branch 1 outlet and MTR Pond modification.

Phase 3 would include flood simulation of current conditions along one of the RCWD's at-risk lakes. The initial purpose would be to communicate the scope of risk to property owners along the selected lake. Should a potential flood reduction project be identified and evaluated (outside

SCOPE OF SERVICES



Task Order No. 2026-001 (REVISED)
Rice Creek Watershed District



RCD 2,3,5 Flood Impact Simulation

of this task order) the scope of this phase could be broadened to highlight the flood reduction benefit potentially realized by the proposed project. Candidates for review could include:

- Reshanau Lake
- Turtle Lake and vicinity
- White Bear Lake
- Long Lake/Pike Lake

Professional Services Rendered:

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

Phase 1: Pilot Project (Jones Lake suite of projects)

Task 1 – Model Flood Mapping

HEI will utilize the existing RCD 2,3, & 5 SWWM model and update the full build-out BWMP model for the simulations. We will then convert model output data into ESRI raster formats to be ingested into the Flood Impact Solution. This will require coordination with the HEI District Wide Model team to get the correct data out of the model for the area of interest listed above.

Task 2 – LiDAR elevation building footprints

HEI will take the existing LiDAR and connect the building footprints to the correct elevations for each building. HEI will then develop a 3D rendering of the buildings in the area. This data will then be ingested into the Flood Impact Solution program.

Task 3 – Flood Impact Solution

HEI will take the created inputs from the previous tasks and run through the ESRI Flood Impact Solution tool. This will process the data to help create a 3D scene to show where flood impacts buildings and surrounding areas within the area of interest. Once the scene is created specific

SCOPE OF SERVICES



Task Order No. 2026-001 (REVISED)
Rice Creek Watershed District



RCD 2,3,5 Flood Impact Simulation

areas can be animated and recorded. This will show the flood waters rising in the affected areas based on the model data. Simulations will be run for both the current conditions model and the proposed model.

Phase 2: Remaining BWMP projects

Phase 2 would be completed similar to Phase 1, but focused on the build-out of subsequent RCD 2,3,5 BWMP phases (including RCD 2 Branch 1 outlet and MTR Pond modification). Simulations would focus on locations receiving greatest flood benefit from these projects (I-35W and Poplar Lake).

Phase 3: Lake-related Flooding

The purpose of Phase 3 is to provide a visual of flood risk to engage a community in project development. As this work is completed prior to a project design, only existing conditions will be simulated. At the start of this phase, we will work with District staff to select a flood risk lake to evaluate. Phase 3 includes the same tasks as Phase 1, with a simulation being developed for the most flood-critical portion of the selected lake.

Deliverables:

The deliverables for the Task Order consist of the following:

Phase 1

- 2 video simulations of the areas of interest (Hansen Park and Jones Lake/I35W).
- Meeting with RCWD to show Flood Impact results.

Phase 2

- 2 video simulations of the areas of interest (Poplar and I35W).

Phase 3

- 1 video simulations of the area of interest (TBD).

SCOPE OF SERVICES



Task Order No. 2026-001 (REVISED)
Rice Creek Watershed District



RCD 2,3,5 Flood Impact Simulation

Schedule and Compensation:

For Phase 1, HEI recommends a budget in the amount of **\$20,500** for engineering services described within this task order. HEI shall not exceed this amount for the completion of this work without prior authorization.

For Phase 2, HEI recommends a budget in the amount of **\$12,200**. We will not begin this phase prior to authorization from RCWD.

For Phase 3, HEI recommends a budget in the amount of **\$12,200**. We will not begin this phase prior to authorization from RCWD.

A breakdown of costs by tasks is included in **Appendix A**. HEI will deliver **Phase 1** deliverables (Flood Impact Results) no later than **July 30th, 2026**.

Assumptions:

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

1. RCWD will coordinate the extent of the initial video development location.
2. HEI will use the existing RCWD SWWM Model for the flood elevations.
3. HEI will use the existing building foot prints for the current LiDAR they are associated with to get the correct elevations are assigned.
4. Phase 1 will be completed prior to Phase 2 or Phase 3.

SCOPE OF SERVICES



Task Order No. 2026-001 (REVISED)
Rice Creek Watershed District



RCD 2,3,5 Flood Impact Simulation


SIGNATURES:

The services described by this Task Order are being provided in accordance with the Professional Services Agreement between the Rice Creek Watershed District and Houston Engineering dated May 14, 2008, as amended and extended. This **Task Order** shall be effective **January 1, 2026** as authorized by the signatures of representatives of the Rice Creek Watershed District and Houston Engineering, Inc.

Rice Creek Watershed District

By: _____
Name: Nick Tomczik
Title: Administrator
Date: _____

Houston Engineering, Inc.

By: 
Name: Chris Otterness
Title: District Engineer
Date: April 29, 2026

Appendix A - HEI Task Order 2026-001 RCWD Flood Impact

Developed by: KZS 4/22/2026

Reviewed by: CCO 4/29/2026

		Chris Eng. 11	Kiah GIS Analyst 6	Erik Tech 6	Megan GIS Analyst 3	Josie Engineer 2
TASK DESCRIPTION: Phase 1						
	HEI Total	3	16	21	93	14
Task 1. Model flood mapping		1	4	1	11	14
	Kick off meeting	1	1	1	1	1
	Modeling of proposed (full build-out) conditions					8
	Engineer needs to outputs model results to create depth grids		1			4
	Work with engineer to get depth grids		2		10	1
Task 2. LiDAR Set up building food prints		0	0	20	0	0
	Getting building foot prints to have height associated with LiDAR			20		
Task 3. Run Flood Impact tool for Current conditions and Proposed Conditions (2)		2	12	0	82	0
	Inputting and formatting data to fit tool	.	2		16	
	Run through tool process		4	0	24	
	With tool create 3D model to fly through		2		24	
	Meeting with RCWD	2	2		2	
	Create videos of designated areas		2		16	
Total =						
	\$20,507					
TASK DESCRIPTION: Phase 2						
Task 1. Model flood mapping		0	3	0	10	9
	Modeling of Project area (full build-out) conditions					4
	Engineer needs to outputs model results to create depth grids		1			4
	Work with engineer to get depth grids		2		10	1
Task 2. LiDAR Set up building food prints		2	5	4	23	0
	Getting building foot prints to have height associated with LiDAR			4		
Task 3. Run Flood Impact tool for Current conditions and Proposed Conditions (2)		2	5	0	23	0
	Inputting and formatting data to fit tool	.	1		6	
	Run through tool process		1	0	6	
	With tool create 3D model to fly through		1		4	
	Meeting with RCWD	2	1		1	
	Create videos of designated areas		1		6	
Total =						
	\$12,165					

Appendix A - HEI Task Order 2026-001 RCWD Flood Impact

Developed by: KZS 4/22/2026

Reviewed by: CCO 4/29/2026

Chris Eng. 11 Kiah GIS Analyst 6 Erik Tech 6 Megan GIS Analyst 3 Josie Engineer 2

TASK DESCRIPTION: Phase 2						
Task 1. Model flood mapping	\$3,048	0	3	0	10	9
Modeling of Project area (full build-out) conditions						4
Engineer needs to outputs model results to create depth grids			1			4
Work with engineer to get depth grids			2		10	1
Task 2. LiDAR Set up building food prints	\$4,863	2	5	4	23	0
Getting building foot prints to have height associated with LiDAR				4		
Task 3. Run Flood Impact tool for Current conditions and Proposed Conditions (2)	\$4,254	2	5	0	23	0
Inputting and formatting data to fit tool			1		6	
Run through tool process			1	0	6	
With tool create 3D model to fly through			1		4	
Meeting with RCWD		2	1		1	
Create videos of designated areas			1		6	
Total =	\$12,165					

ITEMS REQUIRING BOARD ACTION

2. Citizen Advisory Committee Member Appointment (Kendra Sommerfeld)

MEMORANDUM
Rice Creek Watershed District



Date: May 5th, 2026
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Manager
Subject: CAC Member Appointment for Vacant Position

Introduction

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

Background

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

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

There are 2 vacant spots in Washington County. Staff received 1 application from a resident in Washington County.

Applicant Anoka County: Susan Young’s Profile

- Over 15 years as a SHEP volunteer with a strong commitment to water stewardship.
- Active in Forest Lake through elected/appointed roles and involvement in Rotary, Community Thread, and Good Samaritans.
- Former Senior Environmental Planner (INCOG) and leader in regional environmental initiatives, including roles with the Metropolitan Environmental Trust, City of Minneapolis, and City of Saint Paul.
- B.S. in Aquatic Environments & Biology (Allegheny College) and M.S. in Biology and Geology (University of New Mexico).
- Focus on water, soil, and habitat through work with Master Gardeners, SHEP, and local planning efforts.
- Property spans the Rice Creek and Forest Lake/Comfort Lake watersheds.

Staff Recommendation

Staff recommend Susan Young be appointed to the CAC.

Proposed Motion

It was moved by Manager _____ and seconded by Manager _____, to appoint Susan Young for membership on the Citizen Advisory Committee.

Attachments

- Susan Young’s CAC Application

Reasons for wanting to serve on the RCWD Citizen Advisory Committee

I grew up in a family with a long history in professional and community involvement; we believe we are responsible for using our training and talents to build and contribute to the community we wish to live in and provide to our children and neighbors. My education and professional passions have been focused on aspects of environmental protection and improvement. My personal interests focus on water, soil, and habitat. Previous and current activities with the Washington County Master Gardeners, Forest Lake Planning Commission, SHEP, and other community organizations reflect those interests. My property straddles the divide between the Rice Creek Watershed and the Forest Lake/Comfort Lake Watershed. Appointment to the RCWD would provide a unique opportunity to contribute to the broader Rice Creek watershed that I volunteer in and allow use of my training and experience in a positive manner.

Other comments

SIGNATURE

Susan Young

DATE

0 2 - 1 0 - 2 0 2 6

Please note the following before submission:

- We encourage electronic submission, but will accept applications through mail
- Once completed, save the document as "CACAPP_LASTNAME_FIRSTINTIAL_DATE"
- If emailing subject: Citizen Advisory Committee Application
- Applications for the given year must be received on or before October 31st
- CAC members are appointed by the RCWD Board of Managers annually, but are encouraged to serve for a minimum of two years
- Current members may be re-appointed to serve beyond the initial one-year term at will
- The Citizen Advisory Committee (CAC) is appointed by the Rice Creek Watershed District (RCWD) Board of Mangers to advise and assist on matters affecting the RCWD, including reports, activities, and the RCWD cost-share program
- The CAC meets six to ten times a year with no meetings scheduled for the months of July and January; the meetings held the first Wednesday of the month from 5:30-7:30 PM at the RCWD office
- The CAC consists of twelve members representing the counties in the district and various interests (see the CAC recruitment document for more details)

Please submit application to Kendra Sommerfeld

Rice Creek Watershed District
4325 Pheasant Ridge Drive NE #611
Blaine, MN 55449

Cell: 763-398-3073
Email: ksommerfeld@ricecreek.org
Visit our website: www.ricecreek.org

ITEMS REQUIRING BOARD ACTION

3. East Metro Water Resource Education Program Contract (Kendra Sommerfeld)



MEMORANDUM

Rice Creek Watershed District

Date: May 5th, 2026
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Manager
Subject: EMWREP Contract

Introduction

The Board of Managers is considering participation in the East Metro Water Resource Education Program (EMWREP) through a two-year contract and associated annual funding contribution.

Background

The East Metro Water Resource Education Program (EMWREP) is a collaborative partnership among watershed organizations, counties, and municipalities in the east metro area. The program provides coordinated water resource education to residents and supports partners in meeting local water plan goals and MS4 permit education requirements.

The proposed agreement is between the Washington Conservation District (HOST) and participating partners, including Rice Creek Watershed District. The contract term runs from January 1, 2026 through December 31, 2027.

Rice Creek Watershed District’s proposed annual contribution is \$6,000 for 2026, with a 4% increase applied in 2027 per the contract terms.

Staff Recommendation

Staff recommends approving the EMWREP contract and funding participation at \$6,000 for 2026, with a 4% increase applied in 2027 per the contract terms.

Proposed Motion

It was moved by Manager _____ and seconded by Manager _____, to approve the EMWREP contract and authorize funding in the amount of \$6,000 for 2026, with a 4% increase applied in 2027 per the contract terms.

Attachments

- EMWREP Contract (2026–2027)

**AGREEMENT BETWEEN
WASHINGTON CONSERVATION DISTRICT
AND MEMBERS OF THE 2025-2027
EAST METRO WATER EDUCATION PROGRAM (EMWREP)**

A. PARTIES

This Agreement is made and entered into by Washington Conservation District, hereinafter referred to as HOST, and members of the East Metro Water Education Program (EMWREP), hereinafter referred to individually as a PARTNER. A PARTNER is defined as an entity that executes this agreement, and this Agreement provides for the withdrawal or addition of PARTNERS to EMWREP. Eligible PARTNERS include counties, watershed organizations, lake improvement districts, and municipalities within the Twin Cities East Metro and Lower St. Croix Watershed of Minnesota.

B. PURPOSE

WHEREAS, the PARTNER and the HOST have a common objective of educating the citizens of the East Metro and Lower St. Croix Watershed about water resource, stormwater, and groundwater management in order to improve water quality; and

WHEREAS, the PARTNER has identified a need for education assistance; and

WHEREAS, counties, watershed organizations, lake improvement districts, and municipalities within the East Metro and Lower St. Croix Watershed have education components in their respective watershed management plans; and

WHEREAS, 25 communities in Washington County and 5 communities within the Lower St. Croix portions of Anoka, Chisago and Isanti Counties are required to obtain a Municipal Separate Storm Sewer System (MS4) Permit from the Minnesota Pollution Control Agency (MPCA), which requires nonpoint source pollution education; and

WHEREAS, the PARTNER agrees it is in its best interest to define its respective responsibilities and obligations; and

WHEREAS, the PARTNER agrees that collaborative efforts are needed to more effectively and efficiently deliver water resource education and meet MS4 permit education requirements; and

WHEREAS, the PARTNER requests assistance from the HOST to implement the policies specified in MINN. STAT. §§ 103A.206; and

WHEREAS, the HOST is authorized to enter agreements to provide such assistance pursuant to MINN. STAT. §§ 103C.331, SUBD. 3 and 7.

NOW, THEREFORE, the PARTNER agrees as follows:

C. TERM OF CONTRACT

The term of this agreement shall be from January 1, 2026 to December 31, 2027 unless extended or terminated earlier as provided herein.

D. MEMBERSHIP STRUCTURE

In accordance to the program goals of collaboration and partnership, entities may become a PARTNER by signing the Signature Page at the end of this Agreement. A new PARTNER shall apply to the HOST and sign a separate contract and its signature page shall be attached to the original document. The HOST will coordinate with each PARTNER, update the project budget, and distribute it to each PARTNER.

Each PARTNER will assign a member to the EMWREP Steering Committee. This Committee will assist the EMWREP Coordinator and HOST to prepare the Annual Workplan, Annual Budget, and Annual Report. A Membership Summary will be included in the Annual Report prepared by the HOST.

E. SCOPE OF SERVICES

The HOST will perform for the PARTNER the services and furnish and deliver work products generally described in Exhibit A, attached and made part of this agreement. Services for a specific PARTNER will be defined in the Annual Workplan developed as described in Exhibit A. PARTNER-specific services will constitute approximately 15% of the total Annual Workplan. Eighty-five (85) percent of the total Annual Workplan will be committed to shared, multi-jurisdictional benefit educational activities.

F. COST

In full consideration for services under this agreement, the PARTNER shall provide its portion of the annual costs to the HOST in accordance with the executed Signature Page at the end of this Agreement. The total annual budget for the program is as shown in Exhibit B with contributions outlined in Paragraph G. If all PARTNER contributions total less than the Total Budget, educational material expenses not otherwise paid for will not be incurred. PARTNER's annual contribution may be increased from the amount stated in the Signature Page at the end of the Agreement only with approval of PARTNER's governing body.

G. FUNDING STRUCTURE

Each PARTNER is suggested to contribute annually in accordance with the following funding structure.

- County or SWCD (Population > 100,000): \$16,300/year
- County or SWCD (Population < 100,000): \$8,000/year
- County or SWCD partially within the Lower St. Croix watershed: \$1,600/year
- Small Watershed Districts (Taxable Market Value < \$1 Billion): \$16,000/year
- Medium Watershed Districts (TMV \$1-5 Billion): \$24,500/year
- Large Watershed Districts (TMV >\$5 Billion): \$32,000/year
- Watershed Management Organizations and Lake Improvement Districts: \$8,000/year
- Large MS4 Cities (Population > 5,000): \$3,500/year
- Small MS4 Cities (Population > 5,000): \$900/year

An annual COLA/inflation adjustment of 4% will be added for year 2 and year 3 of the agreement. In-kind matches from existing educational staff from within partner organizations are also encouraged. The WCD shall provide \$16,172.82 of in-kind match to the program per year. As shown in Exhibit B, PARTNER contributions will be reviewed and adjusted on an annual basis, as needed.

H. PAYMENTS

1. The services in Exhibit A provided by the HOST will be billed in accordance to Exhibit B. Invoices will be sent on a quarterly basis and will summarize the work performed. Invoices are payable within 60 days.
2. Office supplies, in-house reproduction expenses, and transportation are included in the overhead noted above. Out source reproduction, special bulk mailings and other direct costs beyond the actual current budget as established in accordance with the Annual Workplan (the combined contributions of each PARTNER) noted in Paragraph F are to be reimbursed at actual cost with prior approval from the PARTNERS.

I. EQUAL EMPLOYMENT OPPORTUNITY- CIVIL RIGHTS

During the performance of this Agreement, the HOST agrees to the following: No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, criminal record, creed or national origin, be excluded from full employment rights in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of and all applicable federal and state laws against discrimination including the Civil Rights Act of 1964.

J. STANDARDS

The HOST shall comply with all applicable Federal and State statutes and regulations as well as local ordinances now in effect or hereafter adopted. Failure to meet the requirements of the above may be cause for cancellation of this contract effective the date of receipt of the Notice of Cancellation.

K. DATA PRIVACY

All data collected, created, received, maintained, or disseminated, or used for any purpose in the course of the HOST's performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota 1984, Section 13.01, et seq. or any other applicable state statutes and state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. The HOST agrees to abide by these statutes, rules and regulations and as they may be amended.

L. AUDITS, REPORTS, AND MONITORING PROCEDURES

The HOST will:

1. Maintain records that reflect all revenues, cost incurred and services provided in the performance of the Agreement.
2. Agree that the County, the State Auditor, or legislative authority, or any of their duly authorized representatives at any time during normal business hours, and as often as they may deem reasonably necessary, shall have access to the rights to examine audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the HOST which are relevant to the contract. The annual audit conducted for the Washington Conservation District that includes EMWREP activities.

M. INDEMNITY

No party to this Agreement agrees to be responsible for the acts or omissions of another, its agents, officials, contractors or employees within the meaning of Minnesota Statutes section 471.59, subdivision 1a. Each PARTNER and HOST will hold harmless, defend and indemnify all other parties to this Agreement, their officers, board members, employees and agents for any and all damage, liability, cost or claim (including reasonable attorneys' fees) to the extent it is the result of its negligent act or of another action or inaction that is the basis for its liability in law or equity. The PARTNER agrees to provide proof of contractual liability insurance upon request. This paragraph does not constitute a waiver or otherwise diminish, any statutory or common law defense, immunity or limit on liability any PARTNER or HOST may enjoy as against any third party.

N. INDEPENDENT CONTRACTOR

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the HOST as the agent, representative, or employee of PARTNER organization for any purpose or in any manner whatsoever. The HOST is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The HOST represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the HOST or other person, while engaged in the performance of any work or services required by the HOST under this Agreement, shall have no contractual relationship with the PARTNER and shall not be considered employees of the PARTNER.

O. MODIFICATIONS

Any material alteration or variation shall be reduced to writing as an amendment and signed by the parties. Any alteration, modification, or variation deemed not to be material by written agreement of the HOST and the PARTNER shall not require written approval. Contract extensions will be handled as a material alteration.

P. MERGER

It is understood and agreed that the entire agreement of the parties is contained here, except as modified during the term of the Agreement by a writing under Paragraph O above concerning a non-material change, and that this contract supersedes oral agreements and negotiations between the parties relating to this subject matter. All items referred to in this contract are incorporated or attached and deemed to be part of the contract.

Q. TERMINATION

This Agreement will commence when executed by HOST and all PARTNERS and will continue until terminated. The Agreement will commence with respect to each additional PARTNER on that PARTNER'S execution of a signature page acceding to the terms of the Agreement. This Agreement will terminate immediately upon completion of the activities enumerated herein and the program duration expires. Any party to this Agreement may withdraw participation on an agreement-year basis with 60 days written notice to HOST prior to the annual anniversary date of the Agreement, with the actual termination date falling on the anniversary date. Pro-rated contributions will be returned to the terminated or terminating PARTNER. The HOST will promptly notify all PARTNERS of any PARTNER's termination. Termination by any one PARTNER will not constitute the termination of this Agreement. If HOST determines that PARTNER termination has resulted in inadequate funds to deliver the work products generally described in Exhibit A, the HOST will terminate the Agreement effective the anniversary date unless adequate funds can be procured. Termination by the HOST will constitute termination of this Agreement in whole and pro-rated contributions will be returned to each PARTNER.

R. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY

All property of the HOST or a PARTNER used, acquired or created in the performance of work under this Agreement, including documents and records of any kind, shall remain the property of the HOST and the PARTNER providing the property. The HOST and PARTNERS shall jointly own and each party has the individual right to use, sell, license, publish, or otherwise disseminate any product developed in whole or in part during the performance of work under this Agreement. Durable goods purchased by the HOST, such as office equipment and computers, shall remain the property of the HOST.

**CONTRACT BETWEEN
WASHINGTON CONSERVATION DISTRICT
AND MEMBERS OF EMWREP**

HOST: Washington Conservation District

PARTNER: Rice Creek Watershed District

Annual Contribution Amount*: \$6000

**An annual COLA/inflation adjustment of 4% will be added for year 2 of the agreement.*

Contract start date: January 1, 2026

IN TESTIMONY WHEREOF the parties have duly executed this agreement by their duly authorized officers.

APPROVED:

PARTNER

HOST

BY: _____
Name

BY: _____
WCD Board Chair Date

Title

BY: _____
Name

BY: _____
WCD Manager Date

Title

Approval as to form and execution:

Date

EXHIBIT A
SCOPE OF SERVICES
EMWREP

HOST responsibilities:

1. Hire, employ and supervise Water Resource Educators that will successfully serve the education needs as prescribed herein.
2. Obtain financial reimbursement from each PARTNER as prescribed in this agreement.
3. Work in good faith to achieve the goals identified in this agreement.
4. Maintain a strict accounting of all financial transactions.
5. Develop and disseminate annual summaries of accomplishments and budgetary analysis to EMWREP partners.
6. Provide office space, office furniture, computer, transportation, and phone. Equipment purchased by the HOST will remain the property of the HOST following the term of this agreement.

PARTNER responsibilities:

1. Provide a single representative to the EMWREP Steering Committee. This person shall actively participate in the Steering Committee and assist in employee selection, Annual Workplan Development, and other tasks as needed.
2. Provide funds for the EMWREP Program described herein.
3. Provide appropriate and timely feedback to the HOST manager regarding the performance of the Water Resource Educator/s.
4. Share equipment, staff, and educational resources to facilitate Education Program planning and implementation.
5. As initiated by the HOST, discuss the progress of the Water Resource Educator/s and agree to take any action that is appropriate to ensure the successful fulfillment of project objectives.
6. Work with the Water Resource Educator/s to ensure that services are being used to address high priorities at the local level.

EMWREP staff responsibilities:

1. Prepare, coordinate, and revise EMWREP Work Plan annually with the EMWREP Steering Committee.
2. Review and advise PARTNERS annually on educational aspects relevant to their water plans.
3. Develop annual plan of work with the EMWREP Steering Committee. Workplan will reference MS4 education programs and PARTNERS water and education plans.
4. Implement annual work plan, including planning, implementing, evaluating, and reporting on such anticipated activities as presentations, workshops, in-field training, demonstration projects, and published materials.
5. Pursue grants and other funding sources to enhance the EMWREP Program.
6. Coordinate with “Watershed Partners” and other entities conducting water resource education efforts to minimize overlap and maximize effectiveness.
7. Maintain educational information share on website, social, media, and print communications.
8. Present papers as appropriate at professional meetings within Minnesota.
9. Prepare annual education report (which meets MS4 requirements) and conduct shared MS4 annual meetings for participating EMWREP members.

**EXHIBIT B
BUDGET**

SHARED WATER RESOURCE EDUCATION PROGRAM ANNUAL BUDGET

Year	Staff Support and Overhead Expenses	Materials	Total
2026	\$188,600	\$13,000	\$201,600
2027	\$196,341	\$13,000	\$209,341

MEMBERSHIP STRUCTURE AND FUNDING CONTRIBUTIONS

	Partner	2026 Contribution	2027 Contribution
Watershed Management Organizations	Browns Creek Watershed District	25480	26499
	Carnelian-Marine-St. Croix Watershed District	16640	17306
	Middle St. Croix Watershed Management Organization	6000	6240
	Ramsey-Washington Metro Watershed District	16640	17306
	Rice Creek Watershed District	6000	6240
	South Washington Watershed District	33280	34611
	Valley Branch Watershed District	25480	26499
Counties	Chisago County	8320	8653
	Isanti County	1664	1731
	Washington County	16952	17630
Soil & Water Conservation Districts	Chisago Soil and Water Conservation District	8320	8653
	Isanti Soil and Water Conservation District	1664	1731
Cities & Townships	City of Afton	936	974
	City of Bayport	936	974
	City of Cottage Grove	3640	3786
	City of Dellwood	936	974
	City of Forest Lake	3640	3786
	City of Grant	936	974
	City of Hugo	3640	3786
	City of Lake Elmo	3640	3786
	City of Newport	936	974
	City of Oak Park Heights	936	974
	City of Oakdale	3640	3786
	City of St. Paul Park	936	974
	City of Stillwater	3640	3786
	City of Willernie	936	974
	City of Woodbury	3640	3786
	City of Wyoming	936	974
	West Lakeland Township	936	974
	TOTAL	\$201,280	209,341

ITEMS REQUIRING BOARD ACTION

4. RCWD 2026 Board of Managers Calendar (Nick Tomczik)



MEMORANDUM Rice Creek Watershed District

Date: April 24, 2026
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: RCWD 2026 Board of Managers Calendar

Introduction

RCWD Board to consider an adjustment to its meeting calendar.

Background

Annually the District Board adopts a meeting calendar. The calendar informs the public, all parties, when a quorum of the Board will be assembling to conduct business. The Board may and does periodically adjust the calendar as may be necessary for differing events.

Manager Hegland brought it to staff's attention that the September 7th workshop was scheduled on Labor Day.

Staff Recommendation

Staff recommends managers consider moving the Board's September workshop to Tuesday, September 1, 2026 9 a.m. District office conference room.

Proposed Motion

Manager _____ moves to change the September workshop to Tuesday, September 1, 2026 9 a.m. District office conference room.

Attachment

- Adjusted RCWD Board of Managers Calendar

RICE CREEK WATERSHED DISTRICT – 2026 BOARD OF MANAGERS CALENDAR approved 11/12/2025

JANUARY	FEBRUARY	MARCH	APRIL	MAY	JUNE
<p>1/1: New Year's Holiday- Office Closed</p> <p>1/7 NO CAC Mtg</p> <p>12: Board Workshop (9 a.m. RCWD office)</p> <p>14: Regular Bd. Mtg. (9:00 am Mounds View CC)</p> <p>15: Per Diem & Mileage Claim Forms Due</p> <p>19: MLK Day-Office Closed</p> <p>28: Regular Bd. Mtg. (9:00 am Mounds View CC)</p>	<p>4: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Waller</p> <p>9: Board Workshop (9 a.m. RCWD office)</p> <p>11: Regular Bd.Mtg. (9:00 am Mounds View CC)</p> <p>12: Per Diem & Mileage Claim Forms Due</p> <p>16: President's Day- Office Closed</p> <p>25: Regular Bd.Mtg. (9:00 am Mounds View CC)</p>	<p>3 & 4: MW Legislative Event, Capitol Ridge Hotel in St. Paul</p> <p>4: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Robertson</p> <p>9: Board Workshop (9 a.m. RCWD office)</p> <p>11: Regular Bd.Mtg. (9:00 am Mounds View CC)</p> <p>12: Per Diem & Mileage Claim Forms Due</p> <p>25: Regular Bd. Mtg. (9:00 am Mounds View CC)</p>	<p>1: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Hegland</p> <p>6: Board Workshop (9 a.m. RCWD office)</p> <p>8: Regular Bd.Mtg. (9:00 am Mounds View CC)</p> <p>9: Per Diem & Mileage Claim Forms Due</p> <p>22: Regular Bd.Mtg. (9:00 am Mounds View CC)</p>	<p>6: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Bradley</p> <p>11: Board Workshop (9 a.m. RCWD office)</p> <p>13: Regular Bd.Mtg. (9:00 am Mounds View CC)</p> <p>14: Per Diem & Mileage Claim Forms Due</p> <p>27: Regular Bd. Mtg. (9:00 am Mounds View CC)</p> <p>25: Memorial Day -Office Closed</p>	<p>3: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Weinandt</p> <p>8: Board Workshop (9 a.m. RCWD office)</p> <p>10: Regular Bd.Mtg. (9:00 am Mounds View CC)</p> <p>11: Per Diem & Mileage Claim Forms Due</p> <p>19: Juneteenth -Office Closed</p> <p>24: Regular Bd.Mtg.(9:00 am Mounds View CC)</p>
JULY	AUGUST	SEPTEMBER	OCTOBER	NOVEMBER	DECEMBER
<p>1: NO CAC Mtg</p> <p>3: Independence Day- Office Closed</p> <p>6: Board Workshop (9 a.m. RCWD office)</p> <p>8: Regular Bd.Mtg. (9:00 am Mounds View CC)</p> <p>9: Per Diem & Mileage Claim Forms Due</p> <p>22: Regular Bd.Mtg. (9:00 am Mounds View CC)</p>	<p>5: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Waller</p> <p>10: Board Workshop (9 a.m. RCWD office)</p> <p>12: Regular Bd.Mtg. (9:00 am Mounds View CC)</p> <p>13: Per Diem & Mileage Claim Forms Due</p> <p>24: <u>Monday</u>-Regular Bd.Mtg. & Proposed Budget Hrg & announce Dec. Truth & Taxation public meeting (9:00 am Mounds View CC)</p> <p>24-26: MW Summer Tour, in Detroit Lakes</p>	<p>1: <u>Tuesday</u> Board Workshop (9 a.m. RCWD office)</p> <p>2: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Robertson</p> <p>7: Labor Day - Office Closed</p> <p>9: Regular Bd.Mtg (9:00 am Mounds View CC)</p> <p>10: Per Diem & Mileage Claim Forms Due</p> <p>23: Regular Bd.Mtg. (9:00 am Mounds View CC)</p>	<p>7: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Hegland</p> <p>12: Board Workshop (9 a.m. RCWD office)</p> <p>14: Regular Bd.Mtg. (9:00 am Mounds View CC)</p> <p>15: Per Diem & Mileage Claim Forms Due</p> <p>28: Regular Bd.Mtg. (9:00 am Mounds View CC)</p>	<p>4: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Bradley</p> <p>9: Board Workshop (9 a.m. RCWD office)</p> <p>10: <u>Tuesday</u> Regular Bd.Mtg. (9:00 am Mounds View CC*)</p> <p>11: Veteran's Day-Office Closed</p> <p>13: Per Diem & Mileage Claim Forms Due</p> <p>25: NO Regular Bd.Mtg</p> <p>26 & 27 Thanksgiving Holiday- Office Closed</p>	<p>1-4 MW Annual Mtg Grandview Lodge, Nisswa</p> <p>2: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Weinandt</p> <p>7: Board Workshop (9 a.m. RCWD office)</p> <p>9: Regular Brd.Mtg.&Truth & Taxation public mtg (<u>6:30 pm</u> Mounds View CC)</p> <p>10: Per Diem & Mileage Claim Forms Due</p> <p>23: NO Regular Bd.Mtg.</p> <p>24 & 25: Christmas Holiday- Office Closed</p> <p>1/1: New Year's Holiday- Office Closed</p>

The RCWD established the option for the public to monitor its meetings virtually using interactive technology. In-person Board Workshops will be conducted at the RCWD conference room 4325 Pheasant Ridge Drive NE, Blaine, MN. In-person Board Meetings will be conducted at the Mounds View City Council Chambers, 2401 County Road 10, Mounds View, MN, unless otherwise noted. CAC=Citizen Advisory Committee meetings held at RCWD offices and virtually.

ITEMS REQUIRING BOARD ACTION

5. Check Register Dated May 13, 2026, in the Amount of \$151,891.46 Prepared by Redpath and Company

Rice Creek Watershed District
Check Register
April 23, 2026 - May 13, 2026
To Be Approved at the May 13, 2026 Board Meeting

Check #	Date	Payee	Description	Amount	
11533V	04/08/26	Hagen Christensen & Mcilwain Architects, PA	Surety Release - #14-028	(\$5,000.00)	*Void
26900	05/13/26	A & L Superior Quality Sod, Inc.	Contracted Services	8,262.00	
26901	05/13/26	Anoka Conservation District	Contracted Services	5,720.00	
26902	05/13/26	Apitz Garage, Inc.	Vehicle Expense	7,684.70	
26903	05/13/26	Barr Engineering	Engineering	2,158.50	
26904	05/13/26	Beisswengers Hometown Hardware	Field Supplies	39.98	
26905	05/13/26	City of Mounds View	Professional Services	200.00	
26906	05/13/26	EPG Companies	Contracted Services	383.63	
26907	05/13/26	Joseph Grubbs	Contracted Services	1,050.00	
26908	05/13/26	ODP Business Solutions, LLC	Office Supplies	172.12	
26909	05/13/26	Recycle Technologies, Inc.	Professional Services	57.80	
26910	05/13/26	Rinke Noonan	Legal Expense	6,727.60	
26911	05/13/26	RMB Environmental Laboratories, Inc.	Lab Expense	5,516.70	
26912	05/13/26	Rymark	Professional Services	3,369.91	
26913	05/13/26	Timesaver Off Site Secretarial	Professional Services	397.50	
26914	05/13/26	Washington Conservation District	Contracted Services	9,582.25	
26915	05/13/26	Woodland Restorations, LLC.	Contracted Services	5,200.00	
26916	05/13/26	WSB & Associates, Inc.	Engineering	272.50	
11539	05/13/26	Classic Construction, Inc.	Surety Release - #25-013	1,500.00	
11540	05/13/26	Hagen Christensen & Mcilwain Architects, PA	Surety Release - #14-028	5,000.00	*Reissue
11541	05/13/26	United Theological Seminary of the Twin Cities	Surety Release - #02-066	1,500.00	
11542	05/13/26	Wynco Properties, LLC	Surety Release - #24-003	2,600.00	
Payroll	05/15/26	May 15th Payroll (estimate)	May 15th Payroll (estimate)	40,944.33	
EFT	04/28/26	Per Mar Security Services	Professional Services	1,050.00	
EFT	04/28/26	MyPay Solutions	Accounting	95.47	
EFT	05/01/26	Medica	Benefits	12,771.29	
EFT	05/13/26	U.S. Geological Survey	Contracted Services	3,605.25	
EFT	05/06/26	US Bank Equipment Finance	Equipment Lease	691.94	
EFT	05/13/26	Comcast	Telecommunications	334.89	
EFT	05/13/26	Wex Bank	Vehicle Fuel	657.52	
EFT	05/13/26	Xcel Energy	Telecommunications	13.19	
EFT	05/13/26	Xcel Energy	Telecommunications	31.71	
EFT	05/19/26	Card Services-Elan	April Credit Card	1,796.79	
EFT	05/15/26	Internal Revenue Service	4/15 Federal Withholding (estimate)	14,560.37	
EFT	05/15/26	Minnesota Revenue	4/15 State Withholding (estimate)	2,607.00	
EFT	05/15/26	Voya Retirement	4/15 Deferred Compensation	860.00	
EFT	05/15/26	Voya Retirement	4/15 Roth IRA	440.00	
EFT	05/15/26	Health Equity	4/15 HSA	453.00	
EFT	05/15/26	PERA	4/15 PERA (estimate)	8,583.52	
Total				<u>\$151,891.46</u>	

ITEMS FOR DISCUSSION AND INFORMATION

1. District Engineer Updates and Timeline



**District Engineer - Monthly Project Report April 2026
Rice Creek Watershed District**



Date Prepared:
Prepared by:

5-May-26
C. Grandbois

Project Name	Task Order Manager	Estimated Budget	Cost to Date	Remaining Budget	Project Complete / Transfer Funds?	Estimated Progress Based on Work Completed	Percentage of Budget Utilized	Within Budget? (Y/N)	District Billed for Exceedence of Budget? (Y/N)	Initial Target Completion Date	Items of Interest / Concern
East Moore Lake Stormwater Resilience and Water Quality Analysis	Adam Nies	\$77,000	\$51,017	\$25,983	N	65.0%	66.3%	Y	N/A	1-Feb-26	We have prepared a draft report
Old Central Avenue Feasibility Study	Greg Bowles	\$26,000	\$26,637	(\$637)	N	95.0%	102.5%	Y	N/A	30-Sep-25	A draft report has been completed and is being reviewed by District staff
JD 3 Clearwater Creek Final Plans	Adam Nies	\$110,000	\$20,902	\$89,099	N	20.0%	19.0%	Y	N/A	30-Jun-26	Existing easement data has been assembled. Project limits are being compared to determine easement needs and/or project modifications.
Lake Johanna Outlet Structure Feasibility Study	Chris Otterness	\$13,000	\$11,799	\$1,201	Y	100.0%	90.8%	Y	N/A	30-Aug-25	The feasibility study has been presented to the Board of Managers. Work continues under a new task order
Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting	Joe Lewis	\$485,000	\$296,306	\$188,694	N	60.0%	61.1%	Y	N/A	30-Jun-26	Engagement with DNR continues on permitting
Hardwood Creek / JD 2 Subwatershed Storage Feasibility Study	Adam Nies	\$54,000	\$49,878	\$4,122	N	90.0%	92.4%	Y	N/A	1-Mar-26	A draft report has been completed for internal review.
ARJD 1 Repair Report	Adam Nies	\$102,000	\$49,571	\$52,429	N	75.0%	48.6%	Y	N/A	1-Jun-26	A draft repair report has been completed for internal review
ACD 53-62 Branches 5 & 6 Final Design Bidding and Construction Management	Adam Nies	\$125,000	\$117,412	\$7,588	N	98.0%	93.9%	Y	N/A	31-Dec-26	Work is completed except for punch list items and vegetation establishment.
GIS and Ditch Records Maintenance; DrainageDB Annual Subscription	Brian Fischer	\$19,000	\$3,106	\$15,894	N	33.3%	41.3%	Y	N/A	31-Dec-26	HEI uploads ditch records to DrainageDB quarterly, updates GIS data, and manages WMD charge information.
MS4Front Annual Subscription and Implementation Services	Brian Fischer	\$16,000	\$3,106	\$12,894	N	33.3%	15.5%	Y	N/A	31-Dec-26	HEI completes updates to MS4Front on an as-requested basis.
Hansen Park IESF Rehabilitation	Alex Schmidt	\$18,300	\$3,106	\$15,194	N	10.0%	24.7%	Y	N/A	30-Jun-26	HEI has met with RCWD staff for season startup and identifying issues to be addressed.
Lake Johanna Outlet Final Plans and Const Admin	Chris Otterness	\$73,400	\$3,106	\$70,294	N	2.0%	2.2%	Y	N/A	31-Dec-26	We are beginning final design and coordinating with the DNR and Ramsey County Parks

Values in red are either potential budget concerns or changes in schedule.

The "overage" for those projects shown as "over budget" is not billed to the District. The cost to date column reflects HEI's actual internal cost. Projects are considered within budget if ± 5%.

District Engineer
Monthly Progress Report (Actual & Estimated Progress)
Through April 2026

