



JUNE						
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JULY						
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RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, June 10, 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/83298276740?pwd=cFt1m2jyfU3hPzPLnIbI8lecMMooBm.1>
Passcode: 250784
+1 312 626 6799 US (Chicago)
Webinar ID: 832 9827 6740
Passcode: 250784

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: MAY 27, 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
26-031	City of Lino Lakes	Lino Lakes	Final Site Drainage Plan	CAPROC 8 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 June 2, 2026.

Water Quality Grant Program Cost Share Application (Molly Nelson)

No.	Applicant	Location	Project Type	Eligible Total Project Cost	Pollutant Reduction	Funding Recommendation
W26-01	Rademacher	Mahtomedi	Shoreline Stabilization & Restoration	\$8,990.65	Volume: Pending TSS: Pending TP: 0.67 lbs/yr	\$4,495.33 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 June 1, 2026.

ITEMS REQUIRING BOARD ACTION

1. Centerville Lake Alum Project – Contractor Pay App #2 (Matt Kocian)
2. HEI Task Order 2025-012: Jones Lake Final Design and Permitting Amendment (Nick Tomczik)
3. Check Register Dated June 10, 2026, in the Amount of \$118,402.69 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: MAY 27, 2026, REGULAR MEETING

DRAFT

1
2 For Consideration of Approval at the June 10, 2026 Board Meeting.
3 Use these minutes only for reference until that time.
4

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, May 27, 2026

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

Minutes

5
6 **CALL TO ORDER**

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

9 **ROLL CALL**

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

13 Absent: None
14

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

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

23 Visitors: Wayne LeBlanc, Jay Riggs/Washington Conservation District Administrator, Matthew
24 Lingam
25

26 Visitors monitoring via Zoom: Ldieh, Terrel Chase
27

28 **OPEN MIC/PUBLIC COMMENT**

29 Wayne LeBlanc, 1677 Peltier Lake Drive, shared a document with the managers and explained that he was
30 here to discuss his shoreland buffer. He displayed a picture that showed his shoreline on the left, stated
31 that it had native plants and explained that his neighbor chose to dig out his property when he dug his own
32 lift out, which damaged his shoreland buffer. He stated that he had sent an email and pictures to the DNR
33 to investigate. The DNR told him it was an ice ridge and then erosion. He noted that his neighbor had
34 fixed his own shoreline, but had used his soil and destroyed his plants. He explained that he still does not
35 have a shoreline like he had before his neighbor took this action. He expressed his frustration with the
36 circumstances and the message he has gotten that if he wants anything to happen, he will have to litigate

37 the situation himself, because the DNR will not get involved. He noted that this was not the first time this
38 neighbor had done this type of thing and shared examples.

39

40 President Bradley explained that the Board was not here to litigate old issues. He noted that since Mr.
41 Leblanc used to serve on the CAC, he was aware that the District had shoreline grants available to assist in
42 this situation. He noted his email and pictures were shared with staff earlier. Staff visited the site and
43 provided educational assistance to the landowner. His handout will be shared with staff in case there was
44 anything further staff may be able to do to help.

45

46 Jay Riggs, District Manager of the Washington County Conservation District, explained that he was not here
47 to question the Board's decision at their last meeting regarding East Metro Water Resource Education
48 Program (EMWREP). He wanted to share some additional information regarding the program for the
49 Board's consideration. He stated the Board packet memo submitted to the District by Angie Hong did a
50 good job of highlighting all the great things EMWREP was doing for Rice Creek in Washington County, and
51 explained that it serves all of the County and focuses on implementing watershed plans. He stated that
52 the program was designed 20 years ago to help assist with education and highlighted some of the efforts
53 of Angie Hong and EMWREP. He stated that EMWREP is a collaborative effort that supports the District's
54 watershed plan and is focused on Rice Creek and the drainage to the west, as it is for the drainage to the
55 east. He invited the Board to attend the upcoming water workshop on the St. Croix.

56

57 President Bradley noted that Mr. Riggs had proposed an alternative if the Board didn't reconsider its recent
58 decision.

59

60 Mr. Riggs explained that Rice Creek hasn't been contributing as much as their other partners in the county.
61 He stated that their funding structure was based on tax capacity and noted that the formula they use meant
62 that the contribution from Rice Creek would be about 2 to 3 times what the District had been contributing.
63 He explained that they felt it was important to have the District as a partner and be able to coordinate
64 activities, so they allowed the fee to be reduced. He stated that the fees pay for a shared staff person
65 who works for all of them. He stated that one option is for the District to consider supporting the efforts
66 that have already happened in 2026, joining back on at the reduced level, or joining a partner at the level
67 outlined in the agreement.

68

69 **SETTING OF THE AGENDA**

70 District Administrator Tomczik briefly explained item #5 being on the agenda. He noted that the key
71 phrase within the staff memo was the alternative funding request for payment for the first and second
72 quarters of the year. He clarified that this item should not have been on the agenda if it were a
73 reconsideration.

74

75 ***Motion by Manager Robertson, seconded by Manager Waller, to amend the agenda and remove item #5***
76 ***per Roberts Rules of Order.***

77

78 President Bradley stated that there was a changed request from Mr. Riggs, which was an alternative request
79 for the District to pay for the service that had already been provided to the District, which is a different
80 issue, and he felt it was entitled to be on the agenda.

81
82 **Motion carried 3-2 (Bradley and Weinandt opposed).**

83
84 District Administrator Tomczik stated that he would like to add a short discussion about ACD 10-22-32
85 special workshop on June 22, 2026, under the June calendar. He stated that they were also requesting
86 that they move Discussion/Information Item #1, Minnesota State Bonding Bill, to be included in Action Item
87 #3, Adoption of Findings of Public Need for Jones Lake Basin Excavation.

88
89 **Motion by Manager Robertson, seconded by Manager Bradley, to approve the agenda, as amended,**
90 **adding discussion of ACD- 10-22-32 to the June Calendar and moving the Minnesota State Bonding Bill**
91 **item within Action Item #3, Adoption of Findings of Public Need for Jones Lake Basin Excavation. Motion**
92 **carried 5-0.**

93
94 **READING OF THE MINUTES AND THEIR APPROVAL**

95 **Minutes of May 11, 2026, Workshop and the May 13, 2026, Board of Managers Regular Meeting.**

96
97 **Motion by Manager Hegland, seconded by Manager Robertson, to approve the May 11, 2026, workshop**
98 **minutes and May 13, 2026, meeting minutes as presented. Motion carried 5-0.**

99
100 **CONSENT AGENDA**

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

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

No.	Applicant	Location	Plan Type	Recommendation
26-008	Clearscapes Holdings LLC	New Brighton	Final Site Drainage Plan Public/Private Drainage System Floodplain Alteration	CAPROC 10 items
26-035	Bear Cobblestone LLC	Shoreview	Final Site Drainage Plan Land Development	CAPROC 9 items

113 Manager Weinandt asked about Permit No. 26-008 and stated that this was the location, Jones Lake, that
114 the Board had toured after their meeting and asked how it would intersect with the work the District would
115 be doing on Jones Lake.

116
117 Regulatory Manager Hughes stated that they are a sufficient distance away from RCD-2 and are providing
118 the District with an easement for continued access and maintenance of the system.

119

120 District Engineer Otterness explained that the District had been coordinating with them during the
121 permitting process and had let them know the future intent of the District. He stated that their permit
122 needed to follow the rules and clarified that they weren't asking for anything outside of what they would
123 normally ask for in this situation. He noted that the District would continue to coordinate with them since
124 the District's project was a multi-phase project.

125

126 ***It was moved by Manager Weinandt and seconded by Manager Bradley, to approve the consent agenda***
127 ***as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and***
128 ***Recommendations, dated May 19, 2026. Motion carried 5-0.***

129

130 **ITEMS REQUIRING BOARD ACTION**

131 **1. HEI Task Order 2026-007: Ramsey Washington Judicial Ditch 1 Repair Report**

132 Drainage & Facilities Manager Schmidt gave a brief overview of the proposed HEI Task Order for the
133 Ramsey Washington Judicial Ditch 1 Repair Report.

134

135 Manager Hegland noted that the staff memo stated that the DNR Public Waters permit was not
136 required, but in the budget, it reflected 8 hours of meeting with the DNR to coordinate the project,
137 and asked for an explanation.

138

139 District Engineer Otterness explained that while they were not anticipating that a permit would be
140 required, they will still need to budget these hours due to the presence of a public water wetland
141 located on the system, which carries with it statutory requirements for coordination with the DNR,
142 including concurrence with the lack of a need for a permit because it was possible that the DNR may
143 disagree with that assumption.

144

145 Manager Hegland asked if the assumption was true, and it was just a matter of informing the DNR
146 that there would not be 8 hours of work.

147

148 District Engineer Otterness clarified that it could still be 8 hours of work because it may mean
149 multiple meetings with the DNR, which requires preparation. He explained that they will only bill
150 the District for the time they actually put in, but do not bill if there happens to be an overage.

151

152 Manager Waller asked if District Engineer Otterness anticipated the length of the ditch going all the
153 way to County Road 7.

154

155 District Engineer Otterness explained that the scope of the project goes all the way up to the next
156 road north of Schuneman Marsh.

157

158 Manager Waller asked if they expected to have a conversation with the owners of Schuneman
159 Marsh.

160

161 District Engineer Otterness stated that if the Board ordered a repair and this moves onto the next
162 phase, any of the landowners would be invited to attend the public hearing, which is when there
163 would be engagement with them.
164

165 ***Motion by Manager Bradley, seconded by Manager Waller, to approve HEI Task Order 2026-007:***
166 ***RWJD 1 Repair Report, not to exceed \$75,000. Motion carried 5-0.***
167

168 **2. Anoka Washington Judicial Ditch 4 (AWJD-4) Maintenance Work Order**

169 Drainage & Facilities Manager Schmidt reviewed the requested work order for a section of AWJD-4,
170 branch 3.
171

172 Manager Weinandt asked if this area was in Anoka or Washington County.
173

174 Drainage and Facilities Manager Schmidt explained that it was located in Washington County.
175

176 Manager Waller stated that this was part of the Forest Lake development area and believes that
177 work on the ditch here was a good idea.
178

179 ***Motion by Manager Robertson, seconded by Manager Waller, to approve the work order and***
180 ***delegate to the Administrator for Hugo Tree Service, not to exceed \$22,000 (the estimated amount***
181 ***plus a 10% (\$2000) contingency).***
182

183 Manager Hegland stated that the staff memo explained that the trees were identified in 2019 as a
184 potential problem. She asked if it was typical that the District would not take care of a problem
185 that was clearly going to be a problem in the future. She noted that it would likely have been less
186 expensive to take care of things when the trees were smaller, instead of 7 years later. She clarified
187 that she didn't intend to criticize the decisions made in the past, but wanted to understand the
188 overall process.
189

190 Drainage and Facilities Manager Schmidt explained that there was a balancing act and prioritization
191 with what they had in the budget at the time.
192

193 Manager Hegland asked if the reason the drain tiles needed to be replaced now was because of the
194 trees.
195

196 Drainage and Facilities Manager Schmidt explained that it was a combination of the tree roots
197 plugging the tile line over time and the other blowouts that have happened upstream and have been
198 patched. He stated that there was enough obstruction now that it wasn't worth trying to clean
199 the old tiles and would be easier and more cost-effective to replace them. He briefly reviewed the
200 areas where the drain tile had been replaced.

201 District Administrator Tomczik briefly outlined some of the conversations the District has had with
202 the City of Forest Lake.

203
204 ***Motion carried 5-0.***

205
206 **3. Resolution: Adoption of Findings of Public Need for Jones Lake Basin Excavation, and Minnesota**
207 **State Bonding Bill (formerly Items for Discussion and Information #1)**

208 Project Manager Petry stated that the bonding bill passed last week, and within the bill was an
209 earmark for DNR to fund the District’s Jones Lake Climate Resiliency project with \$840,000. He
210 noted that he had placed letters on the dais that the Board was welcome to sign, including the
211 authors of the bill.

212
213 Manager Waller suggested that Project Manager Petry take a look at the map and compare those
214 areas with the votes. He stated that he would like to see those who voted ‘yes’ be included in the
215 thank-you letters.

216
217 President Bradley stated that he felt the suggestion from Manager Waller to include those who
218 voted yes in the thank-you letter being sent out was appropriate.

219
220 District Administrator Tomczik expressed appreciation to Project Manager Petry for his work to get
221 this done. He noted that because of the allocation of funds from the State, there has been a
222 suggestion to revise the resolution language before the Board takes action.

223
224 Manager Waller stated that the District doesn’t really know where the money is, where it is going,
225 or what the rules are on how to use it. He stated that because the DNR has the checkbook, he
226 would like the Board to know the rules.

227
228 ***Motion by Manager Waller, seconded by Manager Weinandt, to adopt Resolution 2026-07***
229 ***Findings Of Public Purpose And Benefit Related To The Excavation Within And Water Level Control***
230 ***Of Jones Lake (PWI #62-76W):***

231
232 Therefore, the RCWD Board of Managers makes the following:

233
234 **ORDER**

- 235
236 A. The Board of Managers shall proceed upon the foregoing findings to apply for necessary and
237 required Public Waters Work Permits from the Minnesota Department of Natural Resources.

238
239 Manager Weinandt suggested that in the Findings, they include language that makes it clear that
240 they have received bonding funds.

241

242 District Attorney Kolb reviewed the proposed language amendments to #8 and additional #9, as
243 follows:

244
245 8. Substantial State funds, including an MPCA grant of \$1,172,000 and State bonding funds,
246 awarded in 2026, in the amount of \$840,000, have been committed to both planning and
247 implementation of the Jones Lake Restoration Project, raising a question of whether the project
248 is “State-sponsored”.

249
250 9. The Board adopts this Resolution to satisfy the requirements of Minnesota Rules Part 6115.0201,
251 subp. 3, in support of its application for a public waters work permit for the Project.

252
253 **Motion by Manager Weinandt, seconded by Manager Hegland, to amend Resolution 2026-07**
254 **Findings of Public Purpose And Benefit Related To The Excavation Within And Water Level Control**
255 **Of Jones Lake (PWI #62-76W), to include the amendments and additions outlined by District**
256 **Attorney Kolb as follows:**

257
258 #8. Substantial State funds, including an MPCA grant of \$1,172,000 and State bonding funds,
259 awarded in 2026, in the amount of \$840,000, have been committed to both planning and
260 implementation of the Jones Lake Restoration Project, raising a question of whether the project is
261 “State sponsored”.

262
263 #9. The Board adopts this Resolution to satisfy the requirements of Minnesota Rules Part
264 6114.0201, subp. 3, in support of its application for a public waters work permit for the Project.

265
266 **Motion carried 5-0.**

267
268 Manager Waller explained that he wondered if this was premature because they don’t know how
269 they can use the money yet. He noted that the DNR has slow-walked the District for ten years and
270 shared some of the things they had communicated to the District that a large excavation project in
271 the area would not receive their approval. He stated that he would like to find out more about the
272 rules and the money before they send this.

273
274 President Bradley stated that the District had reached the end of the line about State funds and can
275 turn to the partners and let them know that this was something that they petitioned the District to
276 do. He stated that he believed this ended up being a chicken-and-egg problem because if they
277 aren’t going to proceed, they won’t get a permit, and if they don’t get a permit, they cannot proceed.
278 He stated that he didn’t think the District could ask their partners to fund this without having a
279 permit, so he believed that they should still proceed, because they had momentum right now. He
280 stated that the DNR will have a very hard time saying no to the project when the State was telling
281 them to do it.

282

283 Project Manager Petry explained that one of the sticking points with the DNR was reviewing this
284 project as a restoration project, which is one of the justifications for a public water basin excavation.
285

286 District Administrator Tomczik stated that the District had submitted an application to the DNR, and
287 the DNR had pointed out some issues they saw with it, which is not unusual in the regulatory arena.
288 He noted that he and District Engineer Otterness have talked about ways for the District to respond
289 to the points made by the DNR to demonstrate that there is a public purpose.
290

291 The Board discussed the funding necessary outside of the bonding money from the State and who
292 would be asked to contribute.
293

294 Manager Robertson asked if the District would have had better luck working with DNR if this project
295 had not been referred to as ‘Jones Lake’, because this does not resemble a lake. She suggested
296 that they could have referred to it as a public water basin formerly known as Jones Lake and asked
297 if they could rebrand this project in order to help get it across the finish line.
298

299 President Bradley stated that during the Board’s walkaround in the area, they learned that the city
300 owned the inlet and the land around it, and once this is cleaned up, they are hoping to turn this area
301 into a park.
302

303 Manager Robertson stated that the District was not investing money into this project so the city
304 could make a park, and instead was doing it so that there could be effective drainage for the entire
305 area.
306

307 District Attorney Kolb stated that the name doesn’t matter; the status matters. He explained that
308 it was public water and was being driven by the public water law. He stated that this was a
309 procedural step that is required before the DNR will even consider a permit for excavation. He
310 clarified that this was a requirement, and the District was just trying to clear the hurdle so they could
311 move the project forward.
312

313 Manager Waller stated that he would like to fix ditches RCD 2, 3, and 5, including getting the trees
314 out, and move forward, and they were way behind schedule.
315

316 **ROLL CALL:**

317 ***Manager Bradley – Aye***

318 ***Manager Hegland - Aye***

319 ***Manager Robertson – Aye***

320 ***Manager Waller – Aye***

321 ***Manager Weinandt – Aye***

322 ***Motion carried 5-0.***
323

324 Project Manager Petry explained that tomorrow would be his last day working for the District and
325 expressed his appreciation for his time here.

326

327 **1. Ramsey County Ditch 5 Maintenance Work Order**

328 Drainage & Facilities Manager Schmidt gave a brief review of the request for a maintenance work
329 order for RCD-5 for tree clearing.

330

331 *Motion by Manager Weinandt, seconded by Manager Waller, to approve the work order and*
332 *delegate to the Administrator for Hugo Tree Service, not to exceed \$98,890, the estimated amount*
333 *plus a 10% (\$8990.00) contingency. Motion carried 5-0.*

334 ~~2. East Metro Water Resource Education Program Reconsideration Request (Removed from the~~
335 ~~agenda)~~

336

337 **3. Check Register Dated May 27, 2026, in the Amount of \$384,122.67 and May Interim Financial**
338 **Statements Prepared by Redpath and Company.**

339

340 *Motion by Manager Weinandt, seconded by Manager Robertson, to approve the check register*
341 *dated May 27, 2026, in the Amount of \$384,122.67 and the May Interim Financial Statements*
342 *prepared by Redpath and Company. Motion carried 5-0.*

343

344 **ITEMS FOR DISCUSSION AND INFORMATION**

345 ~~1. Minnesota State Bonding Bill - RCWD (Moved to Items Requiring Board Action #3)~~

346

347 **2. Staff Report**

348 Manager Weinandt asked if the District had started advertising for a Project Manager.

349

350 District Administrator Tomczik explained that he was going to give a staff update during the
351 Administrator updates and explained that Ashley Kraemer has been hired as the new District
352 Inspector and started yesterday. He stated that the Project Manager position has been noticed,
353 and they were receiving applications.

354

355 **3. June Calendar**

356 District Administrator Tomczik stated that the June 22, 2026, Additional Workshop was not shown
357 on the calendar at this time. He explained that by definition, it was a special workshop. He
358 highlighted the discussion points from the March 9, 2026, workshop, where this had initially been
359 discussed, and the intent from that workshop for the special workshop was for the Board to be on
360 the same page, aligned, about ACD 10-22-32. He stated that to support the Board staff will be
361 presenting the history and information of the system.

362

363 **4. Administrator Updates**

364 None.

365 **5. Manager Updates**

366 Manager Waller explained that he had been invited to a meeting regarding funding for the Soil and
367 Water Conservation District and had a thorough discussion.

368
369 Manager Weinandt stated that she would attend the CAC and will attend the June 1, 2026 Board
370 Workshop meeting remotely. She stated that the Clean Water Council had requested input from
371 interested parties. She noted that 3 of the Managers attended the Metro Minnesota Watershed
372 meeting last week and explained that it was brought to the attention of Capital Region that using
373 grey water for irrigation may be illegal.

374
375 District Administrator Tomczik clarified that it was stormwater.

376
377 The Board discussed recent outside permitting regarding plumbing/contracting, the cases, and
378 changes that are supposed to go into effect starting in July.

379
380 District Engineer Otterness clarified a few points related to the Capital Region project that the Board
381 was discussing.

382
383 **ADJOURNMENT**

384 ***Motion by Manager Robertson, seconded by Manager Hegland, to adjourn the meeting at 10:20 a.m.***
385 ***Motion carried 5-0.***

386

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
26-031	City of Lino Lakes	Lino Lakes	Final Site Drainage Plan	CAPROC 8 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 June 2, 2026.

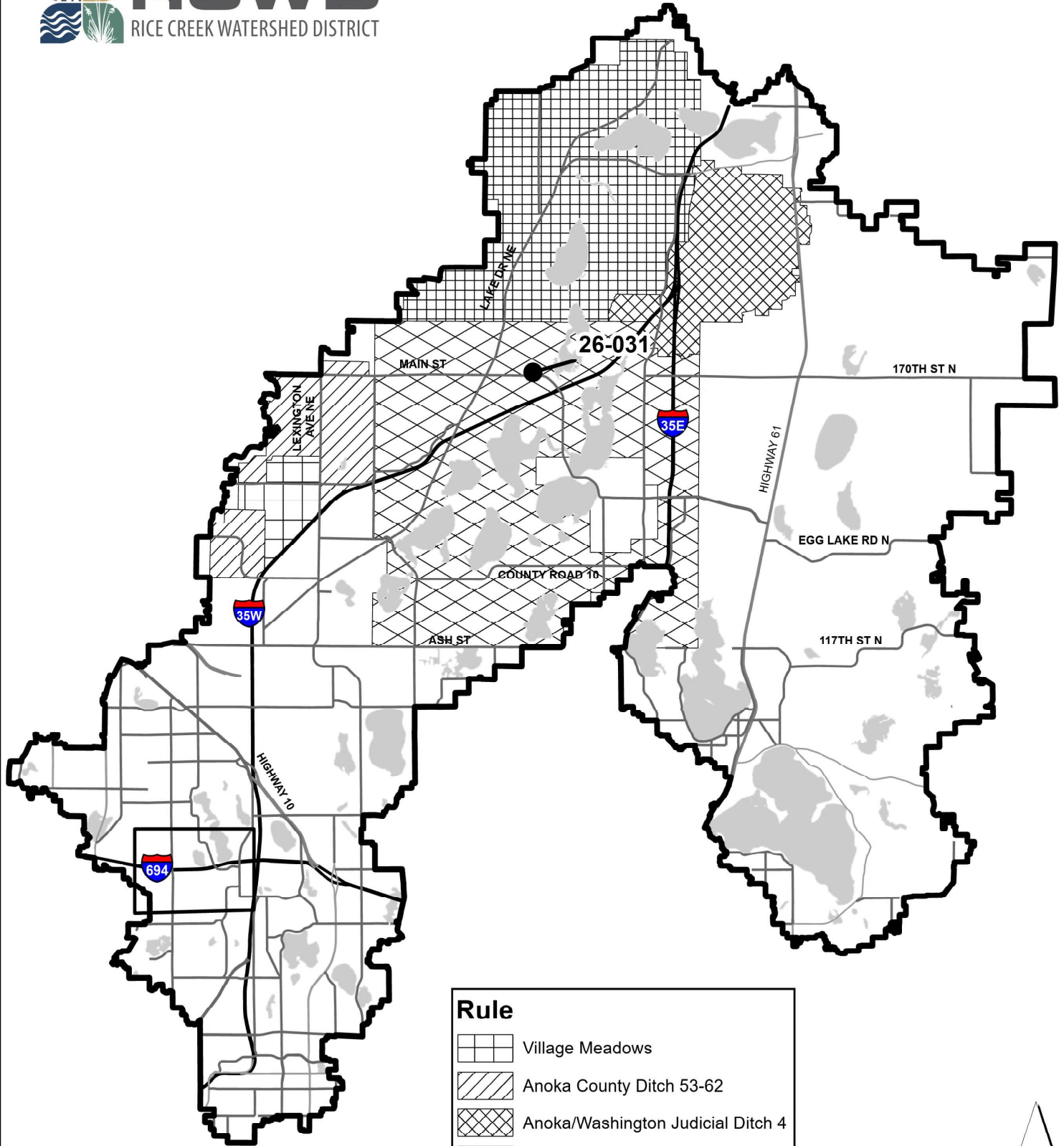
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**






June 10, 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 Report dated June 2, 2026.

TABLE OF CONTENTS

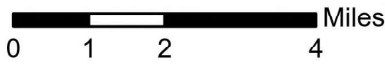
Permit Application Number	Applicant	Page	Recommendation
Permit Location Map		16	
26-031	City of Lino Lakes	17	CAPROC



Rule	
	Village Meadows
	Anoka County Ditch 53-62
	Anoka/Washington Judicial Ditch 4
	Lino Lakes CWPMP
	Columbus CWPMP



Permit Reviews
06/10/2026 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:

26-031

Permit Application Name:

Lino Lake Public Works

Applicant/Landowner:

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

Permit Contact:

Design Tree Engineering Land Surveying
Attn: Mike Gerber
120 17th Ave W
Alexandria, MN 56308
Ph: 320-227-0203
MJG@dte-ls.com

RJM Construction, LLC
Attn: Aaron Chappuis
830 Boone Ave
Golden Valley, MN 55427
Ph: 651-894-2970
Aaron.chappuis@rjmconstruction.com

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

Project Name: Lino Lakes Public Works

Purpose: FSD – Final Site Drainage; Proposed redevelopment of the existing public works facility within Lino Lakes. Redevelopment includes new buildings, bituminous pavement, concrete curb gutter, concrete sidewalks, and stormwater pond BMPs

Site Size: 27.50± acre parcel / 9.61 ± acres of disturbed area; existing and proposed impervious areas are 4.25 ± acres and 6.08 ± acres, respectively

Location: 1189 Main Street, Lino Lakes

T-R-S: SW ¼, Section 4, T31N, R22W

District Rule: C, D

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

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

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

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

Rule F – Wetland Alteration

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

Administrative

6. Submit the permit application with the signature of the successful bidder to the District.
7. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board.
8. All stormwater management structures and facilities must be maintained in perpetuity. A public permittee may meet the perpetual stormwater maintenance obligation by executing a programmatic or project-specific maintenance agreement with the District. A draft document should be submitted to the District for consideration prior to execution. (The agreement process requires submittal of the final original signed agreement to the District. If the applicant needs an original of the signed agreement, then two endorsed final agreements should be submitted.)

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

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

Exhibits:

1. Plan set containing 7 sheets (C101, C102, C200, C201, C301, C401, C501, C706), dated 5-22-2026 and received 5-22-2026
2. Plan set containing 5 sheets(C200, C301, C501, C706, C707), dated 4-16-2026 and received 4-29-2026
3. MS4 Permit application receipt, received 4-3-2026
4. Stormwater Calculations, dated 5-21-2026 and received 5-21-2026, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions
5. TEP comments dated and received 06-10-2025

6. Pipeline Easement Map dated 3-30-2026 and received 5-21-2026
7. Review file 25-083R

Findings:

1. **Description** – The project proposes to reconstruct the public works facility on a 27.50± acre parcel located in Lino Lakes, MN. The project will increase the impervious area from 4.52± acres to 6.37± acres and disturb 10.73± acres overall. George Watch and Rondeau Lakes are the Resource of concern. Under existing conditions water leaves the site in three main directions. The first is to the northwest into a wetland complex and then to a private ditch and George Watch Lake. The others are to the south to Main St, and east to Rondeau Lake Rd. These join at a culvert which flows west under Rondeau Lake drive and continues to Rondeau Lake. Under proposed conditions the majority of the site drains the stormwater BMPs which discharge to the private ditch. The applicant is a public entity and therefore is not charged an application fee.
2. **Stormwater** – The applicant is proposing the BMPs as described below for the project:

Proposed BMP Description	Location	NURP requirement	Volume provided	EOF
Wet Sedimentation Basin (NURP Pond) (1P)*	South of site, north of Main Street	51,880 CF	12,697± cubic feet	895.75
Wet Sedimentation Basin (NURP Pond) (2P)*	West of site		43,676± cubic feet	895.35
Wet Sedimentation Basin 3 (NURP Pond) (3P)	North of site along Rondeau Road	12,197 CF	13,816± cubic feet	894.75

*2-celled NURP pond

Soils on site are primarily HSG B consisting of silty sands (SP/SM). Infiltration is not considered feasible due to a high groundwater table and stormwater ponds are acceptable to meet the water quality requirement. The new/reconstructed area is 6.08± 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 97% of the required impervious area. Additional TSS removal is not practicable. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(c).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Rondeau Rd Culvert	2.8	1.1	6.1	5.2	0.9	0.6
Wetland	4.6	2.2	10.6	9.3	1.6	1.0
West Site	8.6	4.9	22.1	16.8	3.2	2.2
Totals	16.0	8.1	38.9	31.2	5.8	3.7

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

Due to the size of the wetland complex, the project will have a negligible effect on bounce and inundation of the wetland and therefore is compliant with Rule C.8. The applicant has complied with the freeboard requirements of Rule C.9(h).

Wetlands –Wetlands were delineated under review file(s) 25-083 with boundary decision, which remains valid, issued on 06-10-2025. The project will not impact any wetlands on the parcel.

The project area is located within the Lino Lakes CWPMP boundary and is subject to Wetland Management Corridor (WMC) requirements. The applicant has requested that the WMC upland buffer be reduced to less than 25 feet to exclude an area within an existing pipeline easement. The buffer requirement may be reduced based on compelling need and a TEP recommendation to the District in support that the wetland protection afforded is reasonable given the circumstances.

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

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

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

3. Floodplain – The site is not in a regulatory floodplain.
4. 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 sheet 1. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project is within 1 mile of George Watch which is impaired for nutrients.
5. Regional Conveyances – Rule G is not applicable.
6. Public Drainage Systems – Rule I is not applicable.
7. Documenting Easements and Maintenance Obligations –Applicant must execute an agreement with the RCWD for the maintenance of the stormwater facilities.
8. Previous Permit Information – No previous permit information was found for this site.

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



06/02/2026

Christina Traner

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

K. MacDonald

06/02/2026

Katherine MacDonald, MN Reg. No 44590

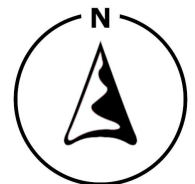


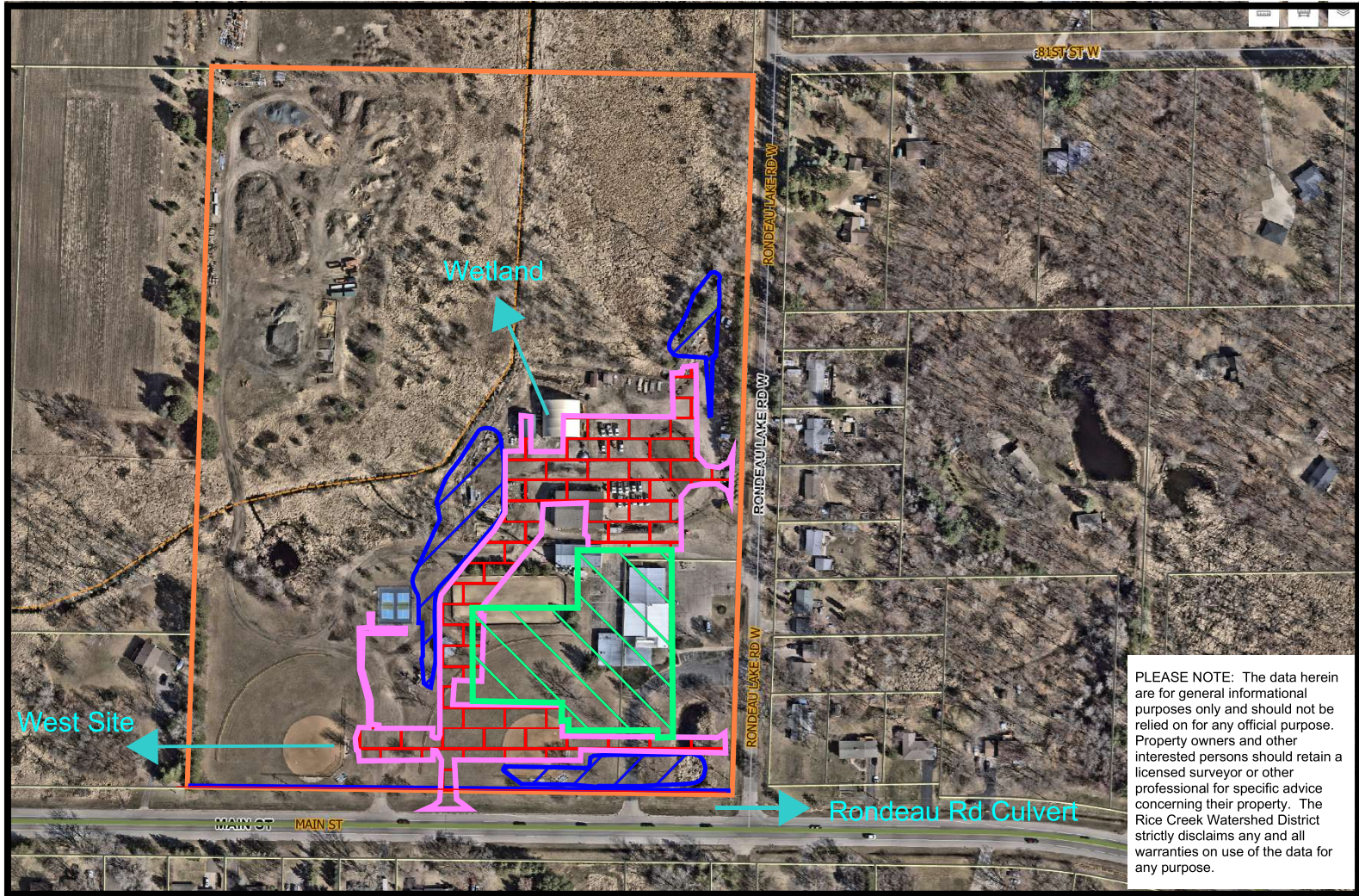
Legend

 Project Location

 Public Waterway

 Private Ditch





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

Legend

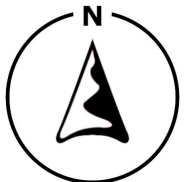
 Project Location

 Proposed Building

 Drainage Arrow

 BMP Type

 New/Reconstructed Impervious



Water Quality Grant Program Cost Share Application (Molly Nelson)

No.	Applicant	Location	Project Type	Eligible Total Project Cost	Pollutant Reduction	Funding Recommendation
W26-01	Rademacher	Mahtomedi	Shoreline Stabilization & Restoration	\$8,990.65	Volume: Pending TSS: Pending TP: 0.67 lbs/yr	\$4,495.33 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 June 1, 2026.

MEMORANDUM

Rice Creek Watershed District



Date: June 1st, 2026
To: RCWD Board of Managers
From: Molly Nelson, Outreach and Grants Technician
Subject: W26-01 Rademacher Shoreline Stabilization & Restoration

Introduction

W26-01 Rademacher Shoreline Stabilization & Restoration

- Applicant: Rademacher, Residential
- Location: 3 Williams Wood Road, Mahtomedi
- Total Eligible Project Cost: \$8,990.65
- RCWD Grant Recommendation: \$4,495.33 (50%)

Background

The W26-01 Rademacher Shoreline Stabilization & Restoration Water Quality Grant application proposes a 450 square foot shoreline project on a residential property in Mahtomedi. The property drains directly to Long Lake. Outlined details of the project are provided in the Washington Conservation District's (WCD) technical memo attached. 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 WCD staff. WCD 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 – Pending calculations from WCD
- Total suspended solids – Pending calculations from WCD
- Total phosphorus – 0.67 lbs/year

The RSWCD provided a cost estimate totaling \$9,196.00 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 \$4,495.33 not to exceed 50% of eligible project expenses of \$8,990.65 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 W26-01 of \$4,495.33 (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

W26-01 Rademacher Shoreline Stabilization & Restoration application documents

MEMORANDUM

TO: RCWD Advisory Committee
FROM: Elissa Thompson, Landscape Restoration Specialist
DATE: 5/19/26
RE: Rademacher Cost Share Application

Project Address:	Material and Labor Estimate: \$8,990.65
3 Williams Woods Road	Cost Share Request: \$4,495.33
Mahtomedi, MN 55115	(50% of the cost)

Background:

The proposed project will restore 80 lf and 450 sf of shoreline (shown in orange on the aerial map) at the Rademacher property (3 Williams Woods Road, Mahtomedi, MN 55115). This shoreline project will help 0.44 acres of runoff infiltrate prior to reaching Long Lake (DNR protected waters ID 82-130P). It will also prevent continued erosion along the shoreline due to wave action and ice heaving. Tom Rademacher will be hiring a contractor, Environmental Landscape Management, Inc., to complete the work. The bid was \$8,990.65; less than the WCD estimated amount of \$9,743.00.



Recommendation:

It is my recommendation that this project be awarded cost share in the amount of 50% of the project cost; up to \$4,495.33

Pollution Reductions:

Total Phosphorus (TP) Calculations - Annual Loading

Loading Formula: $L = P \cdot R \cdot C \cdot A^{0.2}$

33.82	P, rainfall depth per year (inches)
0.65	R, runoff coefficient (calculated from I)
67	I, watershed imperviousness (%; whole number)
0.69	C, pollutant concentration (mg/l) - see "Values" tab
0.44	A, area of contributing watershed (acres)
1.35	L, TP load from watershed (lbs/year)
Shoreline Buffer	Type of BMP
50	TP removal % based on BMP type (select corresponding value)
0.67	Estimate of TP Removal for Site (lbs/year)

	User inputs
	Calculated values

BMP Type	TSS	TN	TP
Bioretention	85	45	65
Filtration	85	35	65
Infiltration	100	100	100
Shoreline Buffer	50	50	50

Raingarden with pipe
 Porus Pavement, Sand Filters
 Raingardens,
 Buffer and Grass Waterways

[loading formula from Table L.5, MN Stormwater Manual]
 (removal % based on Tables 7.4 and 7.5, MN Stormwater Manual, and Met Council data)



PRE-EXISTING CONDITIONS PHOTO 1 OF 3



PRE-EXISTING CONDITIONS PHOTO 2 OF 3



PRE-EXISTING CONDITIONS PHOTO 3 OF 3



Right:

Shoreline using a Row of Toe Boulders (as opposed to the coir log in your plan.

Left:

Shoreline using both a coir log and existing toe boulders that were re-installed.

Your plan doesn't require boulders and the log is cheaper to do.

See diagram below for your proposed shoreline detail.



Blue Flag Iris

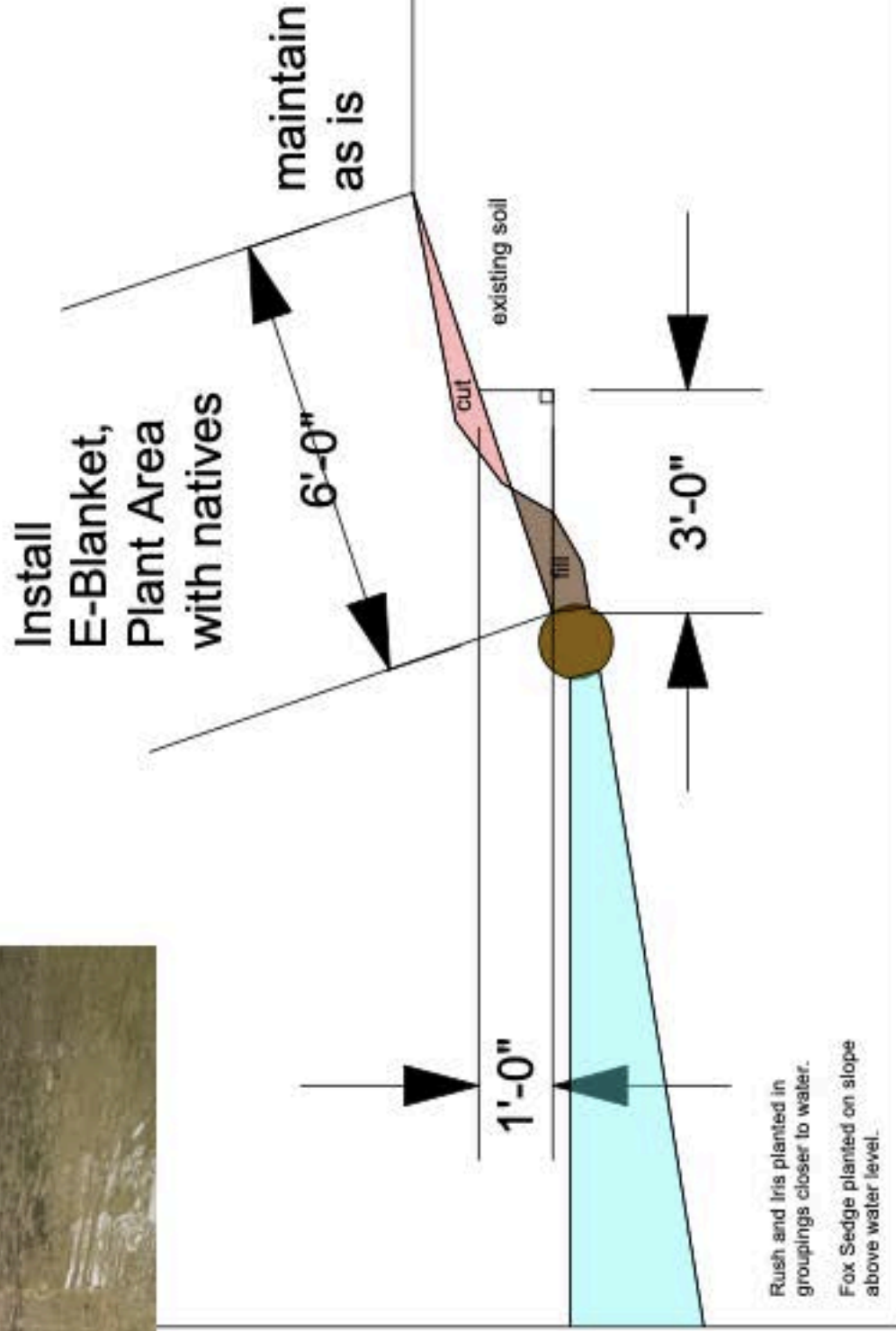


Common Rush



Fox Sedge

This plan is the exclusive property of Environmental Landscaping Area introduction or installation, where it is prohibited with out the written consent of Environmental Landscaping



1 Plan View
Scale: 1"=1'-0"



Hudson, WI 54016
715-220-9658
Amy@enviro.landscaping.com
elandscaping.com

Sam Rademacher
3 Williams Wood Road
Mahtomedi, MN

Draw Date	01/08/2026
Drawn By	Alan Rademacher
Scale	

Cost Estimate

RICE CREEK WATERSHED DISTRICT

RCWD Cost-Share



4325 Pheasant Ridge Dr. NE #611
Blaine, MN 55449
phone: 651.714.3729

Landowner: Tom Rademacher

Project Address: 3 Williams Woods Road Mahtomedi, MN

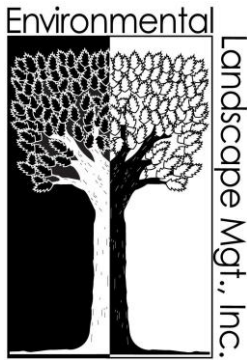
Mailing Address: Same

5/19/2026

Job Description	Cost Summary
80LF x 6' Shoreline Restoration	Project Cost = \$ 9,196.00

Job Estimate					
Shoreline Restoration					
Native Plant Plugs	408	ea	\$ 2.50	\$	1,020.00
Native Seeding	480.00	sf	\$ 0.40	\$	192.00
Coir Bio-log (12" diameter x 10' length 7lb)	5.00	ea	\$ 180.00	\$	900.00
Rolanka BIODMAT 60 (6.5' x 165' 120SY/roll)	4	ea	\$ 300.00	\$	1,200.00
Coir Twine (6mm x 425' spool)	1.00	ea	\$ 49.00	\$	49.00
Hardwood Wattle Stakes (2" x 2" x 24" Pencil Point 20/BDL)	5.00	bdl	\$ 13.00	\$	65.00
Wood Wedge (2" x 4" x 36")	25.00	ea	\$ 4.00	\$	100.00
Top Soil Mix	9.00	cy	\$ 30.00	\$	270.00
Labor/ Site Prep	45.00	hr	\$ 120.00	\$	5,400.00
Shoreline Restoration Subtotal					\$ 9,196.00
ADDITIONAL NOTES					
PROJECT SUBTOTALS					
				Project Estimate	\$ 9,196.00
				5% Contingency	\$ 547.00
				50% Cost Share	\$ 4,871.50
				Landowner Estimate	\$ 4,871.50

Cost Share estimate available	Cost-Share
RCWC Water Quality Grant	\$4,871.50
TP Reduction	0.67
	\$4,871.50



Environmental Landscape Management

575 Schommer Drive Suite D

Hudson, WI 54016

Phone: (715) 386-7100

Fax: (715) 386-7636

April 30, 2026

Estimate# E2063

Tom Rademacher

3 Williams Wood Road

Mahtomedi, MN 55115

(651) 247-5814

TCRademacher@yahoo.com

Shoreline

Clean up excess debris in shoreline (leave larger logs in place)

Restore 80 LF x 6' of Shoreline with native plants

Install (5) 12" x 10' Coir Logs (staked with wooden stakes)

Install 9 CY of Buberhl Rain Garden Topsoil mix (backfill to create 3:1 slope from land to Coir Log)

Install 480 SF of Biodegradable Coir Matting

Install 480 SF of S32 BD Erosion Blanket

Install the following Plant Material:

(360) Fox Sedge plugs

(36) Blue Flag Iris plugs

(72) Common Rush plugs

Install the following seed:

Fox Sedge, White Turtlehead, Blue Lobelia, Joe Pye Weed

Total: \$8,990.65

Wall and Steps

Move Wood logs and firewood as desired (disposal off site isn't included in this bid

Disposing of 4.5 CY of tear out materials is included in this bid

Cut into hillside to install wall and level out fire area

Level out 40' x 17' area for fire area

Install (12) 3'-4' diameter Cut Fieldstone Steps

Install Compacted Class 5 base material under steps

Install 25 tons of 18" – 24" diameter Fieldstone

Upper Wall to be 40' long and 3' tall, with an additional 1' of boulders buried under grade

Lower Wall to be 20' long and 1'-1.5' tall with 6"-1' buried under grade

Additional Boulders used along either side of steps as naturalistic outcropping

Install Geosynthetic Fabric to separate boulders from backfill soil behind walls

Backfill wall with existing soil and create a swale to divert water around upper wall

Total: \$18,360.03

Grand Total: \$27,350.68

Sales Person: _____ Date: _____
Alan MacQuarrie

I/we Tom Rademacher 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 May 24, 2026.

Payment Schedule

Due upon signing	50.00%	\$13,675.34
Due upon job completion	50.00%	\$13,675.34

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 \$108.50 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:

ITEMS REQUIRING BOARD ACTION

1. Centerville Lake Alum Project – Contractor Pay App #2 (Matt Kocian)



MEMORANDUM

Rice Creek Watershed District

Date: June 3, 2026
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Centerville Lake Alum Project – Contractor Pay App #2

Introduction

Seeking Board approval for Centerville Lake Alum Project contractor pay application #2

Background

The District was awarded a Clean Water Fund (CWF) grant in the amount of \$954,500 for the Centerville Lake Alum Project. The grant agreement was approved and fully executed on February 12, 2024. The District hired Barr Engineering Company (“Barr”) in January of 2024 as the project engineer. Solitude Lake Management was hired in April 2024 as the project contractor (alum applicator).

The Centerville Lake Alum Project proceeded in two phases – spring of 2024 and spring of 2026. Each phase includes application of approximately one-half of the total alum dose. **Phase 1** began on May 13 and concluded on May 21, 2024. 195,546 gallons of alum were applied to Centerville Lake during this period. Solitude submitted a pay application for phase 1 on May 28, 2024 in the amount of \$464,065.30. Barr reviewed Solitude’s pay application and concluded that the work was completed in accordance with the project specifications. The Board approved and distributed payment in June of 2024.

Leading up to 2026 and **Phase 2** of the project, the District was running slightly under budget. To ensure all grant dollars were spent, and required grant match was met, we increased the total alum application by 7.5%. This increased the alum amount by 29,288 gallons, at a cost of \$64,434.50. This additional cost was previously authorized by the Board as part of the contingency. Phase 2 of the project went very smoothly, with no surprises or issues, and was successfully completed on May 6, 2026. A total of 223,834 gallons of alum were applied in Phase 2. Pay application #2 was received by Solitude on May 26, 2026. Once again, Barr reviewed Solitude’s pay application and concluded that the work was completed in accordance with the project specifications. The staging site, set on land owned by St. Paul Regional Water Services, was restored to the prior condition by Solitude. St. Paul Water Services inspected the site and is satisfied.

Recommendation

The project engineer, Barr, is recommending payment of Solitude’s invoice. District staff concur.

Proposed motion

Manager _____ moves to approve final payment to Solitude Lake Management for the Centerville Lake Alum Project in the amount of \$557,681.70

Attachments

- Barr Engineering, Memorandum: Centerville Lake Aluminum Sulfate Treatment—Review of 2026 Pay Request, June 2, 2026
- Solitude Lake Management: Invoice PSI268167

MEMORANDUM
Rice Creek Watershed District



Centerville Lake Alum Project. Top: Staging site set-up, with temporary shoreline storage tanks Bottom: Alum application, April 28, 2026

Memorandum

To: Rice Creek Watershed District Board of Managers
From: Mark Origer, PE, Water Resources Engineer and Joe Bischoff, Senior Aquatic Ecologist
Subject: Centerville Lake Aluminum Sulfate Treatment—Review of 2026 Pay Request
Date: June 2, 2026
Project: 23621512
c: Matthew Kocian, Lake and Stream Manager

Background

In April 2024, Rice Creek Watershed District (RCWD) awarded the Centerville Lake aluminum application project to Solitude Lake Management. The contract included two applications of aluminum, one in 2024 and one in 2026 to the lake for a total price of \$957,312.50. The final completion date of the 2026 application was May 6, 2026.

Solitude Lake Management completed the second application from April 28 through May 6, 2026. Included in the scope of work was mobilization, application of liquid aluminum sulfate, pH monitoring of the lake, and demobilization of equipment. For the second application, an adjustment to the alum dose was made which increased the amount of alum added to the lake. This adjustment was made to exhaust leftover grant funding dollars that could be spent on the application. In total, an additional 29,288 gallons was added to the 15 foot and deeper contour of the lake. This resulted in an additional \$64,434.50 to the original contract price.

A pay request was made on May 26, 2026, for \$557,681.70 for the second application. This is more than half of the adjusted contract amount because there was additional alum added in the second application.

Application

Application of liquid aluminum sulfate to Centerville Lake occurred on 9 consecutive days from April 28 through May 6. An average of 24,900 gallons were applied each day with 6 tanker trucks refilling tanks daily. Three different pH tests were completed daily to ensure pH values were within the tolerable range. Each morning prior to application, a pH jar test was completed which measured a portion of the lake water with the aluminum dose. Multiple pH measurements were made during application with one occurring in front the vessel and one behind in the treatment zone. All tests collected measured pH values between 7.5 and 8.5, which are within tolerance of the specifications.

The total area treated includes 284 acres with a treatment rate of 685 gallons per acre between depths of 10-15 feet and 843 gallons per acre in depths greater than 15 feet. A total of 223,834 gallons of liquid aluminum sulfate was applied to Centerville Lake in the 2026 application.

Schedule

Solitude Lake Management has completed the application within the 2026 timeframe and has demobilized equipment from the lake and staging area. There were no visible restoration items necessary from the St. Paul Regional Water Services property where staging occurred.

To: Rice Creek Watershed District Board of Managers
From: Mark Origer, PE, Water Resources Engineer and Joe Bischoff, Senior Aquatic Ecologist
Subject: Centerville Lake Aluminum Sulfate Treatment—Review of 2026 Pay Request
Date: June 2, 2026
Page: 2

Recommendation

The completed liquid aluminum sulfate application to Centerville Lake met all specifications outlined in the contract documents. Based on the 2026 application and pay request from Solitude Lake Management, we recommend that full payment be issued to the contractor.



INVOICE

Page: 1

Please Remit Payment to:

Solitude Lake Management, LLC
 *****ADDRESS CHANGED*****
 PO BOX 85529
 CHICAGO, IL 60689-5529
 Phone #: (888) 480-5253
 Fax #: (888) 358-0088

Invoice Number: PSI268167
 Invoice Date: 5/26/2026

Bill
 To: Rice Creek Watershed District
 c/o Matt Kocian
 4325 Pheasant Ridge Dr. Suite 611
 Blaine, MN 55449

Ship
 To: Rice Creek Watershed District
 c/o Matt Kocian
 4325 Pheasant Ridge Dr. Suite 611
 Blaine, MN 55449

Ship Via
 Ship Date 5/26/2026
 Due Date 6/25/2026
 Terms Net 30

Customer ID 20713
 P.O. Number
 P.O. Date 5/26/2026
 Our Order No.

Item/Description	Unit	Order Qty	Quantity	Unit Price	Total Price
Water Quality Restoration (Alum, Phoslock, Etc) One-Time Service ALUM Centerville Lake - Rice Creek Watershed District		1	1	557,681.70	557,681.70
Alum Treatment Project Phase Two Treatment (2026) complete. -					
\$ 493,247.20 → Signed Agreement					
\$ 64,434.50 → Signed Change Order					

Amount Subject to Sales Tax 0.00
 Amount Exempt from Sales Tax 557,681.70

Subtotal: 557,681.70
 Invoice Discount: 0.00
 Total Sales Tax 0.00
 Payment Amount: 0.00
Total: 557,681.70

ITEMS REQUIRING BOARD ACTION

2. HEI Task Order 2025-012: Jones Lake Final Design and Permitting Amendment (Nick Tomczik)

MEMORANDUM

Rice Creek Watershed District



Date: June 2, 2026
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: HEI Task Order 2025-012: Jones Lake Final Design and Permitting Amendment

Introduction

Rice Creek Watershed District (RCWD) has requested Houston Engineering, Inc. (HEI) to revise task order 2025-12 to include ecological restoration strategies in response to project permit. Staff are requesting Board authorization for the Administrator to execute the task order change in scope of services.

Background

The District is responding to the Cities of New Brighton and St. Anthony and later Roseville Joint Petition to RCWD for the establishment of a phased Basic Water Management Project (BWMP) to develop a comprehensive strategy for stormwater management, flood damage reduction, and water quality enhancements.

Phase 4 is currently ongoing and focuses on the Jones Lake project, which is the largest in the plan and is central for most of the other projects to ensure there is adequate stormwater storage. The Jones Lake Outlet Modification and Dredging Project have several components and requires a Mn DNR Public Waters permit. The District has submitted permit application to Mn DNR and engaged in discussion on permit requirements and responding to rule requirements. The District has been awarded \$1.17M through the Minnesota Pollution Control Agency and 2026 Budget includes Phase 1 of the Jones Lake Project including Task order, 2025-012, and here the change in scope of services to address and coordinate permits.

Staff Recommendation

Staff recommend the Board of Managers authorize the Administrator to execute the task order for Houston Engineering, Inc. change in scope of services for the Jones Lake Final Design and Permitting.

Proposed Motion

Manager _____ moves to authorize the Administrator to execute Task Order 2025-012: Jones Lake final Design and Permitting Change in Scope of Services for Houston Engineering, Inc., not to exceed \$523,380.00, seconded by Manager _____.

Attachments

- HEI Change in Scope of Services for Task Order 2025-012: Jones Lake Final Design and Permitting

MEMO



CHANGE IN SCOPE OF SERVICES

From: Chris Otterness, PE
To: Nick Tomczik, RCWD
Subject: Jones Lake Final Design and Permitting
Date: June 2, 2026
Project No.: R005555-0366
Cc: File 5555-0332

Houston Engineering, Inc. (HEI) entered into a contractual agreement, Task Order 2025-012 to provide professional consulting services with the Rice Creek Watershed District (RCWD) related to Jones Lake Final Design and Permitting. The task order identifies various services to be performed in fulfillment of the contract, with an estimated compensation amount of **\$485,000**. The purpose of this memorandum is to amend the Scope of Services rendered by HEI under the Task Order.

Following permit application for a Public Waters Work Permit, Minnesota Department of Natural Resources (DNR) staff requested additional information to support the permit application, including detailed information regarding the existing ecology within the project area and proposed ecological restoration strategies. The level of detail requested by DNR was not envisioned within the scope of the Task Order and is best completed by a wetland ecology expert.

Critical Connections Ecological Services (CCES) has provided a scope of services and budget (in the form of a subconsultant agreement with HEI) for developing the additional detail requested by the DNR (see **Attachment A**). This subconsultant agreement is outside of the original scope. The cost of services estimated within the subconsultant agreement is **\$38,380**.

Due to a variety of factors, the work on this project to date has proceeded ahead of the previously anticipated budget, though it is not certain that the budget savings will exceed the cost of the proposed scope addition. Therefore, HEI requests a change in project budget at this time equivalent in costs to the aforementioned additional services, for a total project budget of **\$523,380**. HEI will continue to bill RCWD for only the time and materials expended under this contract.

MEMO



SIGNATURES:

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

Rice Creek Watershed District

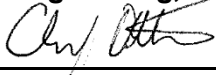
By: _____

Name: _____

Title: _____

Date: _____

Houston Engineering, Inc.

By:  _____

Name: Christopher C. Otterness, P.E.

Title: District Engineer

Date: June 2, 2026



SCOPE OF WORK AND BUDGET

Jones Lake Outlet Modification, Dredging, and Restoration Project

Ecological Restoration Narrative, Target Specifications, and DNR Coordination

Date:	May 28, 2026
Prepared for:	Chris Otterness, P.E. Houston Engineering, Inc. Maple Grove, Minnesota
Project sponsor:	Rice Creek Watershed District (RCWD) Nick Tomczik, Administrator
Prepared by:	Jason J. Husveth, Principal Ecologist Critical Connections Ecological Services, Inc. (CCES)

1. Background and Understanding

Critical Connections Ecological Services, Inc. (CCES) appreciates the opportunity to support Houston Engineering (HEI) and the Rice Creek Watershed District (RCWD) on the Jones Lake Outlet Modification, Dredging, and Restoration Project. We have reviewed the December 1, 2025 Environmental Assessment Worksheet (EAW) prepared by Houston Engineering and the January 22, 2026 comment letter from Melissa Collins, DNR Regional Environmental Assessment Ecologist. We have also reviewed the preliminary plan set.

The DNR comment letter raises seven concerns. The most consequential for our scope are:

- **Comment 1:** the magnitude of excavation lacks justification; the depth-of-refusal survey is not equivalent to soil borings; and the EAW's pre-settlement reference condition (based on a single 1957 aerial) is undermined by the 1940 Ramsey County aerial photograph, which DNR notes shows virtually no open water in Jones Lake, and by NWI mapping characterizing the basin as predominantly emergent wetland with shallow open water in the center. DNR also notes that late-1800s Ramsey County maps confirm Jones Lake existed as a mapped waterbody but do not depict depth or aquatic vegetation.
- **Comment 4:** the EAW claims the project will restore wetland function and enhance habitat quality without describing target hydrology or target vegetation. Without those targets, restoration success cannot be evaluated.
- **Comment 6:** any Public Waters Work Permit application will require a robust alternatives analysis demonstrating the chosen alternative is the minimum-impact solution.

Our recommended approach, reflected in the scope below, is to reframe the restoration narrative around plant community composition, structural diversity, hydrologic regime, and functional quality—the dimensions on which the historical record will support a restoration argument—rather than around the open-water-area extent the DNR has flagged as unsupportable. Under this reframe the project is a substantial restoration of a degraded urban wetland; it is simply not a restoration of an open-water

condition that the historical record does not clearly support. We believe this reframe gets the project to a defensible permit position.

Our scope addresses the four items included in an April 28 email from Chris Otterness (degradation narrative; restoration practices; long-term maintenance; two coordination meetings) and adds three items we believe are necessary to make the deliverables defensible against the specific DNR comments: a half-day site visit with rapid floristic assessment, a stand-alone response-to-DNR-comments memo, and explicit specification of target hydrology and target vegetation as the load-bearing elements of the restoration plan.

2. Scope of Work

Task 1. Site Visit and Rapid Floristic Assessment

Purpose. Establish defensible existing-condition documentation and ground-truth the desktop historical review. The DNR's January 22, 2026 comment letter (Comment 1) challenges the EAW's reliance on desktop evidence (a single 1957 aerial photo) for both the degradation argument and the pre-settlement reference condition. A site visit with documented relevé and meander survey provides the field evidence necessary to rebut that challenge and to establish a baseline for monitoring.

Activities:

- Site visit by Jason Husveth and one field ecologist to walk Jones Lake and the surrounding wetland margin, sediment forebay footprint, and outlet area.
- Rapid floristic assessment using a combination of relevé plots and meander survey methods, documenting dominant species, percent cover by stratum, presence of state-listed and watchlist taxa, and presence and extent of invasive species (*Typha × glauca*, *Phalaris arundinacea*, *Lythrum salicaria*, *Phragmites australis*, others as encountered).
- Computation of Floristic Quality Assessment metrics (Mean C, FQI, percent native cover, percent invasive cover) using the Minnesota FQA database.
- Photo documentation at established photo points to support the existing-condition narrative and to serve as Year 0 baseline for monitoring.
- Assist HEI, as needed, with desktop historical review of pre-1957 aerial photography (including the 1940 Ramsey County aerial cited by DNR), General Land Office (GLO) Public Land Survey notes, MnTopo / LiDAR, and Minnesota Biological Survey land type context for the Anoka Sand Plain subsection. HEI has aerials (1957, 1953, 1947, 1945, 1940, 1938, 1937) incorporated into GIS and with MN Topo/LiDAR. CCES has access to public land survey notes and MNDNR Biological Survey and Natural Heritage Information System (NHIS, CCES License LA2025-037)
- Identification of Native Plant Community (NPC) reference analogs (likely Northern Mixed Cattail Marsh, MRn83; Northern Bulrush–Spikerush Marsh, MRn93; transitions to wet meadow MWn82) tied to the Anoka Sand Plain landscape and the basin's pre-settlement landscape position.

Task 2. Existing Conditions, Degradation Causes, and Reference Condition Memo

Purpose. Produce a stand-alone technical memorandum that documents the degraded condition of the Jones Lake wetland, identifies the proximate and ultimate causes of degradation, characterizes the ecological consequences at the local and watershed scale, and establishes a defensible reference condition for the restoration. This memo addresses HEI's scope item 1 and directly responds to DNR Comments 1 and 4.

Activities:

- Existing-condition narrative grounded in field observations, FQA results, and photographic documentation from Task 1.
- Causal analysis of degradation drivers: pre-BMP urbanization of the RCD 2 subwatershed, decades of unattenuated stormwater delivery, sediment accretion, internal phosphorus loading from organic post-settlement sediment, hybrid cattail (*Typha × glauca*) colonization and resulting monodominance, and loss of water-level management capability associated with the failing 1983 outlet weir.
- Reference-condition statement referencing NPC analogs, GLO/PLS evidence, pre-1957 aerial photography, and the Minnesota Biological Survey land type context. The reference condition will explicitly address the historical record cited by DNR (1940 aerial, late 1800s mapping) and frame the restoration target around plant community composition, structural diversity, hydrologic regime, and functional quality—not around an open-water area extent the historical record does not clearly support.
- Discussion of how monodominant *Typha × glauca* drives the 303(d) Aquatic Life impairment (both the benthic macroinvertebrate and aquatic plant bioassessment metrics), why the EAW's NLCD-based cover-type table (Table 3) is too coarse to capture functional degradation, and why a project that does not change cover-type acreage can nevertheless constitute a substantial wetland restoration in the Cowardin, Circular 39, and NPC frameworks.
- Explicit linkage to Minn. R. 6115.0201, subp. 3 (3) (sediment removal to eliminate a source of nutrients/contaminants) as the permissible public-purpose pathway under the rule, supported by the internal phosphorus loading mechanism.

Task 3. Restoration Plan with Target Hydrology and Target Vegetation

Purpose. Produce a stand-alone restoration plan that specifies the target plant community by zone, the target hydroperiod and water-level regime, the target floristic quality metrics, and the practices required to achieve those targets. This task addresses HEI's scope item 2 and directly responds to DNR Comment 4 ("The EAW does not describe the target hydrology and target vegetation for the proposed restoration.").

Activities:

- Target plant community specification by elevation zone, keyed to the proposed post-construction bathymetry (the 889.0 / 891.5 / 891.7 ft NAVD88 elevation breaks): submergent / open-water zone, emergent zone, sedge-meadow / wet-meadow fringe, and upland-buffer transition. Each zone is identified to NPC analog, with target species composition, target percent cover by stratum, and target Mean C / FQI metrics. HEI shall provide CCES with background mapping for this & current/proposed contours

- Target hydroperiod specification: seasonal water-level regime required to support the target plant communities and to discourage *Typha × glauca* re-establishment. CCES will provide the ecological hydroperiod specification; Houston Engineering will retain responsibility for demonstrating, through hydrologic modeling, that the proposed outlet structure can deliver that regime across a range of storm events (responsive to DNR Comment 2). HEI shall confirm with CCES and MNDNR the target hydroperiod specification and verify the hydrologic design model based on these specifications.
- Pre-construction invasive species control sequencing: herbicide treatment of *Typha × glauca* (and other invasives encountered in Task 1) ahead of dredging to reduce the rhizome and seed bank in the spoils, with biomass removal where feasible.
- Seed mix selection and specification: identification of appropriate BWSR State Mixes by zone (e.g., 34-262 wet meadow, 34-171 emergent, 33-261 stormwater south & west) tailored to the Anoka Sand Plain ecological subsection and the substrate conditions expected post-dredge. HEI will lead on this subtask and CCES will review and approve all native seed mixes. MNDOT seed mixes should not be specified, as these do not generally meet the MNDNR's approval.
- Live plant material specification: plug and rhizome installation for emergent species (*Schoenoplectus acutus*, *S. tabernaemontani*, *Sagittaria latifolia*, *Sparganium eurycarpum*, *Pontederia cordata*, others) to establish cover in advance of cattail re-invasion. Specification includes species, container size, planting density, and planting zones. Live plant material will only be specified if needed; native seeding is the preferred method for native vegetation establishment and restoration.
- Substrate considerations: discussion of seeding and planting into dredged organic substrate vs. exposed mineral substrate and recommendations for soil amendment, hydromulch selection (excluding synthetic-fiber products per DNR Blanding's turtle guidance), and erosion control sequencing. HEI will lead on this subtask and CCES will review and comment on final substrate specifications.
- Herbivory protection: goose and muskrat exclusion / deterrence recommendations for emergent plantings during establishment.
- Specification of CCES inputs to a robust alternatives analysis (responsive to DNR Comment 6): identification of which alternatives best meet the restoration objectives. Engineering and hydraulic alternatives remain Houston Engineering's responsibility.
- Coordination with Houston Engineering on integration of CCES restoration plan content into the project plan set (replacing the current preliminary restoration sheet).

Task 4. Long-Term Maintenance, Monitoring, and Adaptive Management Plan

Purpose. Produce a stand-alone maintenance and monitoring plan that establishes success criteria, monitoring methods and schedule, adaptive-management triggers and responses, long-term operations and maintenance commitments, and reporting cadence. This task addresses HEI's scope item 3 and is essential to making the restoration claim auditable rather than aspirational.

Activities:

- Vegetation establishment success criteria by zone, tied to the target community specifications in Task 3 (target percent native cover, target Mean C / FQI thresholds, maximum allowable invasive cover, by Year 1, Year 3, Year 5, and Year 10 milestones).
- Monitoring methods and schedule: annual vegetation monitoring during Years 0–3 transitioning to less-frequent monitoring through Year 10. Monitoring includes permanent transects, photo points, relevé plots, and FQA assessment and recalculation. Includes specifications for personnel qualifications and data deliverables.
- Adaptive management triggers and response actions: defined thresholds (e.g., resurgent *Typha × glauca* exceeding X percent cover, native cover below Y percent at a given year) and the corresponding management responses (spot herbicide treatment with seasonal timing, supplemental seeding, replanting, drawdown, or escalation to design review).
- Long-term invasive species management: ongoing spot-treatment regime for *Typha × glauca*, *Phalaris arundinacea*, *Lythrum salicaria*, and *Phragmites australis*, with seasonal application windows and applicator qualifications.
- Forebay sediment management: recommended sediment removal interval and inspection schedule to protect the in-basin investment.
- Herbivory response triggers and actions for goose and muskrat impacts.
- Operations and maintenance responsibility assignment, funding mechanism, and reporting cadence to DNR. CCES will provide the technical specifications; assignment of long-term responsibility and funding is RCWD's decision.
- Recommended Declaration of Restrictive Covenants or equivalent durability mechanism, if appropriate to the project structure.
- HEI will provide forebay sediment and outlet operations/maintenance (including funding). CCES to provide recommendations on invasive species control and goose/muskrat impacts.

Task 5. Response-to-DNR-Comments Memo

Purpose. Produce a concise memo that walks through the seven DNR comments dated January 22, 2026 and provides CCES's technical response to those that fall within the ecological scope. This memo serves as the discussion document for the coordination meetings (Task 6) and as an input to the eventual Findings of Fact / Record of Decision response and to the Public Waters Work Permit application narrative. HEI will serve as the lead author of the Task 5 narrative; CCES will review, comment, and assist HEI with finalizing this document.

Activities:

- Direct response to DNR Comment 1 (excavation magnitude and pre-settlement framing): integration of Task 1 historical review and Task 2 reference-condition statement, with explicit discussion of the 1940 aerial evidence and the reframing of the restoration target around

community composition and functional quality. Specification of sediment chemistry parameters needed to support the Minn. R. 6115.0201 subp. 3 (3) public purpose pathway (Houston Engineering performs the lab work).

- Direct response to DNR Comment 4 (target hydrology and target vegetation): cross-reference to the Task 3 restoration plan.
- Ecological dimensions of response to DNR Comment 6 (alternatives analysis): identification of which engineering alternatives best meet ecological restoration objectives.
- Quick correction supporting response to DNR Comment 7 (Table 14 rare-species count and rusty patched bumble bee uplisting to state-endangered).
- Comments 2 (storm bounce / hydrology), 3 (quantified flood-risk reduction), and 5 (special commissioner approval threshold) are Houston Engineering's to address; the CCES memo will identify the ecological hydroperiod requirements that should bound Houston's hydrologic analysis.

Task 6. Coordination Meetings with DNR and RCWD (Two)

Purpose. Two in-person or virtual meetings with DNR Ecological and Water Resources staff (Melissa Collins and any additional DNR participants) and RCWD staff to discuss the CCES findings, align on the restoration target, and confirm the path forward into the Public Waters Work Permit application.

Activities:

- Meeting 1: Walk through the degradation narrative, reference-condition statement, and target hydrology / target vegetation framework. Objective: secure DNR alignment on what restoration success looks like before finalizing the restoration plan.
- Meeting 2: Walk through the restoration plan, the long-term maintenance and monitoring plan, and the response-to-DNR-comments memo against the targets agreed in Meeting 1. Objective: confirm the path forward into the Public Waters Work Permit application.
- Pre-meeting preparation, agenda development in coordination with RCWD and Houston Engineering, and post-meeting follow-up notes documenting commitments and action items.

Task 7. Project Management and Coordination

Purpose. Overall project management, schedule and budget tracking, internal QA/QC of CCES deliverables, and ongoing coordination with Houston Engineering and RCWD throughout the project duration.

Activities:

- Coordination with Chris Otterness and/or Christina Traner (Houston Engineering) and Nick Tomczik (RCWD) by phone and email throughout the project.
- Internal QA/QC of all CCES deliverables prior to submittal.
- Budget and schedule tracking; monthly progress updates.

3. Deliverables

CCES will provide the following deliverables in PDF and editable Word format:

- Existing Conditions, Degradation Causes, and Reference Condition Memorandum (Task 2 deliverable, approximately 12–18 pages plus figures and appendices including FQA results, photo documentation, and historical review materials).
- Restoration Plan with Target Hydrology and Target Vegetation (Task 3 deliverable, approximately 18–25 pages plus figures and appendices including planting schedules, seed mix specifications, and zonation diagrams).
- Long-Term Maintenance, Monitoring, and Adaptive Management Plan (Task 4 deliverable, approximately 10–15 pages plus monitoring data sheet templates).
- Response-to-DNR-Comments Memorandum (Task 5 deliverable, approximately 5–8 pages).
- Meeting agendas, presentation materials, and follow-up notes for two coordination meetings (Task 6).
- Redline edits to the existing preliminary restoration sheet in the project plan set, reflecting the final restoration plan content.

4. Schedule

Assuming notice to proceed in May 2026, CCES proposes the following schedule. The schedule is responsive to the project’s Summer/Fall 2026 desired construction start identified in Section 6 of the EAW and to the Spring 2026 USACE / WCA / DNR Public Waters Permit application target.

Milestone	Target Completion
Notice to proceed	Week of June 3, 2026
Site visit and rapid floristic assessment (Task 1)	Within 3 weeks of NTP
Draft Existing Conditions / Reference Condition Memo (Task 2)	Within 6 weeks of NTP
Coordination Meeting 1 with DNR / RCWD	Within 8 weeks of NTP
Draft Restoration Plan (Task 3) and Maintenance Plan (Task 4)	Within 12 weeks of NTP
Response-to-DNR-Comments Memo (Task 5)	Concurrent with Tasks 3 and 4
Coordination Meeting 2 with DNR / RCWD	Within 14 weeks of NTP
Final deliverables (all tasks)	Within 16 weeks of NTP

5. Budget

CCES proposes the following not-to-exceed budget. Work will be billed monthly on a time-and-materials basis at the rates shown. CCES will not exceed the not-to-exceed total without prior written authorization.

Staff and Rates

Initials	Staff and Role	Hourly Rate
JH	Jason Husveth, Principal Ecologist (project lead, technical content, field lead, DNR coordination)	\$235/hr
AH	Amy Husveth, Restoration Ecologist (lead author of all written deliverables)	\$215/hr
KB	Kelly Bopray, Soil Scientist and Wetland Specialist (substrate and soil review)	\$185/hr
FE	Field Ecologist (field assistance, data entry support; not regularly scheduled)	\$150/hr

Budget by Task

Task	Description	JH hrs	AH hrs	KB hrs	FE hrs	Cost
1	Site Visit and Rapid Floristic Assessment	20	2	–	8	\$6,330
2	Existing Conditions, Degradation Causes, and Reference Condition Memo	12	16	–	–	\$6,260
3	Restoration Plan with Target Hydrology and Target Vegetation	18	24	4	–	\$10,130
4	Long-Term Maintenance, Monitoring, and Adaptive Management Plan	8	14	–	–	\$4,890
5	Response-to-DNR-Comments Memo	6	8	–	–	\$3,130
6	Coordination Meetings with DNR and RCWD (Two)	10	8	–	–	\$4,070
7	Project Management and Coordination	8	6	–	–	\$3,170
Subtotal labor		82	78	4	8	\$37,980
Direct expenses (mileage, lodging if needed, printing)						\$400
NOT-TO-EXCEED TOTAL						\$38,380

6. Assumptions and Exclusions

This proposal is based on the following assumptions:

- Houston Engineering retains responsibility for the engineering and hydraulic dimensions of the project, including hydrologic and hydraulic modeling across a range of storm events (DNR Comment 2), quantification of flood-risk reduction benefits (DNR Comment 3), the engineering alternatives analysis (DNR Comment 6), processing of the Minn. R. 6120.5700 subp. 4(A) special commissioner's approval (DNR Comment 5), and integration of CCES restoration content into the final plan set.
- RCWD will provide CCES with site access for the Task 1 site visit and will coordinate any necessary access with adjacent landowners.
- Houston Engineering will provide CCES with current GIS data, the project plan set in editable format, and any project-specific hydrologic modeling outputs needed to coordinate target hydrology specification (Task 3) with the proposed outlet design.
- The two coordination meetings (Task 6) will be virtual or held in the Twin Cities metropolitan area. Travel beyond the metropolitan area is not included.
- The Field Ecologist hours (Task 1) reflect a single field assistant for one half-day field visit. Additional field days, if needed, will be authorized in writing as a contract amendment.
- Production of the Public Waters Work Permit application narrative, the Findings of Fact / Record of Decision response, and the formal alternatives analysis are not included in this scope. CCES deliverables will be structured to be directly usable as inputs to those subsequent documents.
- Long-term post-construction monitoring implementation (i.e., performing the Year 1–Year 10 monitoring specified in Task 4) is not included in this scope and would be authorized separately.

7. Authorization

To authorize this scope of work, please sign below and return one copy to CCES. We are available to discuss any modifications to the scope, schedule, or budget. Thank you for the opportunity to support this project.

Proposed by:

Authorized by:

Jason J. Husveth

Chris Otterness, P.E.

Principal Ecologist

Houston Engineering, Inc.

Critical Connections Ecological Services, Inc.

(on behalf of Rice Creek Watershed District)

Date: _____

Date: _____

ITEMS REQUIRING BOARD ACTION

3. Check Register Dated June 10, 2026, in the Amount of \$118,402.69 Prepared by Redpath and Company

Rice Creek Watershed District
Check Register
May 28, 2026 - June 10, 2026
To Be Approved at the June 10, 2026 Board Meeting

Check #	Date	Payee	Description	Amount
26933	06/10/26	City of New Brighton	Construction	23,048.08
26934	06/10/26	City of Mounds View	Professional Services	200.00
26935	06/10/26	Joseph Grubbs	Contracted Services	1,050.00
26936	06/10/26	Diane Lynch LLC	Contracted Services	555.00
26937	06/10/26	Recycling Association of Minnesota	Training & Education	380.00
26938	06/10/26	Renew and Restore	Construction-lease renovation budget	1,359.20
26939	06/10/26	Rinke Noonan	Legal Expense	4,819.40
26940	06/10/26	RMB Environmental Laboratories, Inc.	Lab Expense	6,028.40
26941	06/10/26	Rymark	Professional Services	3,279.43
26942	06/10/26	Timesaver Off Site Secretarial	Professional Services	421.75
26943	06/10/26	WSB & Associates, Inc.	Engineering	3,441.75
Payroll	06/15/26	June 15th Payroll (estimate)	June 15th Payroll (estimate)	40,945.05
EFT	06/01/26	ADP	Taxes	318.82
EFT	06/01/26	ADP	Payroll Fee	95.03
EFT	05/28/26	US Bank Equipment Finance	Equipment Lease	691.94
EFT	06/10/26	Comcast	Telecommunications	419.75
EFT	06/10/26	Wex Bank	Vehicle Fuel	990.10
EFT	06/10/26	Xcel Energy	Telecommunications	16.04
EFT	06/10/26	Xcel Energy	Telecommunications	43.86
EFT	06/19/26	Card Services-Elan	May Credit Card	2,795.20
EFT	06/15/26	Internal Revenue Service	6/15 Federal Withholding (estimate)	14,560.37
EFT	06/15/26	Minnesota Revenue	6/15 State Withholding (estimate)	2,607.00
EFT	06/15/26	Voya Retirement	6/15 Deferred Compensation	860.00
EFT	06/15/26	Voya Retirement	6/15 Roth IRA	440.00
EFT	06/15/26	Health Equity	6/15 HSA	453.00
EFT	06/15/26	PERA	6/15 PERA (estimate)	8,583.52
Total				<u><u>\$118,402.69</u></u>

ITEMS FOR DISCUSSION AND INFORMATION

1. District Engineer Updates and Timeline



District Engineer - Monthly Project Report May 2026 Rice Creek Watershed District



Date Prepared:
Prepared by:

2-Jun-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	\$61,926	\$15,074	N	85.0%	80.4%	Y	N/A	1-Feb-26	A draft report has been completed and is being reviewed by District staff
Old Central Avenue Feasibility Study	Greg Bowles	\$26,000	\$26,722	(\$722)	N	98.0%	102.8%	Y	N	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	\$24,142	\$85,858	N	20.0%	21.9%	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.
Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting	Joe Lewis	\$485,000	\$313,233	\$171,767	N	73.0%	64.6%	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	95.0%	92.4%	Y	N/A	1-Mar-26	A draft report has been reviewed by District staff
ARJD 1 Repair Report	Adam Nies	\$102,000	\$59,031	\$42,969	N	75.0%	57.9%	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	\$118,911	\$6,089	N	98.0%	95.1%	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	41.7%	42.5%	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	41.7%	16.9%	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	40.0%	45.7%	Y	N/A	30-Jun-26	HEI has completed on-site review with District staff and is beginning to consider recommended repairs
Lake Johanna Outlet Final Plans and Const Admin	Chris Otterness	\$73,400	\$3,106	\$70,294	N	5.0%	6.9%	Y	N/A	31-Dec-26	We are beginning final design and coordinating with the DNR and Ramsey County Parks
Eagle Brook Church ACD 72 Water Quality Project	Chris Otterness	\$9,500	\$3,106	\$6,394	N	20.0%	19.8%	Y	N/A	15-Jun-26	We have met with District staff and are beginning to evaluate the proposed BMP
RWJD 1 Repair Report	Chris Otterness	\$75,000	\$3,106	\$71,894	N	10.0%	6.8%	Y	N/A	30-Nov-26	We have completed survey along the drainage system and have begun laying out plan sheets. Next steps include evaluating repair extent.

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 May 2026**

