



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

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

RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, July 8, 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/89207934352?pwd=aS4h3PIp6aq1Y3TOO4YTzcojw4YsqU.1>
Passcode: 362652
+1 312 626 6799 US (Chicago)
Webinar ID: 892 0793 4352
Passcode: 362652

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: JUNE 22, 2026, WORKSHOP; JUNE 24, 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
25-056	City of Lino Lakes	Lino Lakes	Street & Utility Plan Wetland Alteration Floodplain Alteration	CAPROC 8 items
26-051	HRM Apartment	Roseville	Final Site Drainage Plan	CAPROC 7 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated June 29, 2026.

ITEMS REQUIRING BOARD ACTION

1. Anoka Ramsey Judicial Ditch #1 Repair Report - Scope of Services (Tom Schmidt)
2. Stream Health Evaluation Program (SHEP) Agreement (Matt Kocian)
3. Check Register Dated July 8, 2026, in the Amount of \$220,571.72 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: JUNE 22, 2026, WORKSHOP; JUNE 24,
2026, REGULAR MEETING**

DRAFT

RCWD BOARD OF MANAGERS WORKSHOP

Monday, June 22, 2026

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

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

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

2 Attendance: Mike Bradley, Jess Robertson, John Waller, Marcie Weinandt, Janet Hegland

3 Staff: Administrator Nick Tomczik, Drainage & Facilities Manager Tom Schmidt,
4 Program Support Technician Emmet Hurley (video-conference), Office
5 Manager Theresa Stasica

6 Consultants: District Engineers Chris Otterness & Adam Nies -Houston Engineering Inc.,
7 District Attorney John Kolb-Rinke Noonan

8 Visitors: Teresa O’Connell, Perry Wagamon, Ryan Johnson-City of Roseville, Craig
9 Schlichting-City of New Brighton, Pauline Alfors

10 Visitors monitoring via Zoom: Asst City Admin, Sue Wagamon, Jack Davis

11

12 **Background and History of Anoka County Ditch 10-22-32**

13 District Engineer Otterness reviewed the history and current status of the drainage system. The
14 presentation covered three key periods: pre-2008 history when multiple drainage systems
15 (County Ditch 10, 22, and 32) were constructed with the original purpose of removing surface
16 water; the middle period from 2008-2020 when the District completed system-wide repairs and
17 maintenance; and the most recent period (post 2008) that includes ongoing maintenance.
18 District Engineer Otterness reviewed the investigation of Alternative 4 and the completion of the
19 maintenance components referred to as “Alternative 3”. The Board discussed various challenges
20 to maintaining the system including pipeline installations and land development impacts. The
21 Board identified the need to bring this item to a meeting to consider whether to proceed with
22 Alternative 4 before presenting the Board direction to municipalities and county.

23

24 **Background and History of Ramsey County Ditches 2, 3, & 5; and Basic Water** 25 **Management Project #2013-01 as petitioned by the Cities of New Brighton, Saint** 26 **Anthony, and Roseville**

27 District Engineer Otterness provided a presentation that covered the project's history, including
28 Phase one and two reports that identified 18 problem areas and 25 projects, with Jones Lake
29 being identified as the top priority for addressing regional flooding risks. The Board and staff
30 reviewed the various alternatives. The recommended alternative would reduce the 100-year
31 flood elevation by over 1.4 feet. District Engineer Otterness stated DNR has requested additional

32 information to consider the District’s permit. Among other items, this information included a
33 more expansive alternatives analysis, a detailed restoration plan, and a narrative describing the
34 restoration within a historical context. The task order considered at the last board meeting was
35 to support the development of DNR requested information regarding site ecology using Critical
36 Connections Ecological Services, recognized wetland ecology experts. The Board was informed
37 that to re-consider the task order, a Board member in the majority side of the vote would have
38 to bring the item back to a meeting for consideration. Board and staff discussed next steps.
39

40 The workshop was adjourned at 11:58 a.m.
41

DRAFT

1
2 For Consideration of Approval at the July 8, 2026 Board Meeting.
3 Use these minutes only for reference until that time.
4

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, June 24, 2026

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

Minutes

CALL TO ORDER

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

ROLL CALL

9
10 Present: President Michael Bradley, 1st Vice-Pres. John Waller, 2nd Vice-Pres. Jess 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, Office Manager Theresa Stasica
17

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

21 Visitors: Linda Broussard Vickers, David Vickers, Christine Cook, Justin Olson
22

23 Visitors monitoring via Zoom: Michael Miller, Pauline Alfors
24

OPEN MIC/PUBLIC COMMENT

25
26

SETTING OF THE AGENDA

27
28 ***Motion by Manager Robertson, seconded by Manager Weinandt, to approve the agenda as presented.***
29 ***Motion carried 5-0.***
30

READING OF THE MINUTES AND THEIR APPROVAL

31
32 **Minutes of June 8, 2026, Workshop and June 10, 2026, Board of Managers Regular Meeting.**

33 ***Motion by Manager Hegland, seconded by Manager Robertson, to approve the June 8, 2026, Workshop***
34 ***and June 10, 2026, Board of Managers Regular Meeting minutes, as presented. Motion carried 5-0.***
35

36 **CONSENT AGENDA**

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

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

40 No.	Applicant	Location	Plan Type	Recommendation
41 26-001	James R. & Kathleen M. 42 Nelson 43 Rehbein Properties 44	Lino Lakes	Final Site Drainage Plan Land Development Wetland Alteration Floodplain Alteration	Amended CAPROC 10 items
45 26-043	Apex Blaine, LLC 46 Centre Pointe LLC	Roseville	Final Site Drainage Plan	CAPROC 9 items
47 26-045	Terminal Properties LLC/ 48 Pitt Ohio	Centerville	Final Site Drainage Plan	CAPROC 3 items
49 26-049	Department of 50 Administration	Roseville	Final Site Drainage Plan	CAPROC 6 items

51 Regulatory Manager Hughes reminded the Board that the application for Permit No. 26-001 came before
52 the Board at their February 25, 2026, Board meeting, where it was conditionally approved. He explained
53 that it was back before the Board for an additional parcel that was added to the development.

54 President Bradley asked for the status of the project and what they were specifically asking for with this
55 application.

56 Regulatory Manager Hughes explained that the project had not started yet and stated that on the northeast
57 corner of the development, there was additional land being added for housing and a turn lane.

58 President Bradley asked if construction had begun and welcomed members of the audience to address the
59 Board.

60 Linda Broussard Vickers and David Vickers, 6756 Centerville Road, explained that they live on the farm that
61 is the western border of the project. She explained that their concern was in the southwest portion of the
62 project, where there was a wetland on the project parcel in addition to their property. She noted that the
63 applicant planned to put a large holding basin right next to that. She stated that the packet says that the
64 water will flow to these areas and then overflow into a private ditch, and explained that it was their private
65 ditch on their land. She explained that their concern with the proposed design was that they would get a
66 lot of erosion, and briefly reviewed some of their concerns with the proposed design elevation. She noted
67 that they had just recently learned of these plans and met yesterday with the developer and their engineer
68 to share their concerns, but also wanted to come before the Board to explain that they still had concerns.
69 She noted that she understood that the District and the applicant had engineering, but they have the
70 knowledge and experience of the land. She explained that they are not opposed to the project itself,

71 because they knew it was coming, but were concerned about the erosion of the peat ground in the area,
72 which will impact their private ditch, and the potential costs they would have to pay because of it.

73 Manager Waller stated that he and former Manager Wagamon had been in the area looking at a beaver
74 dam. He noted that the individual who rents the farmland from the Vickers saw them and asked them to
75 look at his tractor that was stuck in the field. He explained that he told them that since the adjacent
76 development went in, the water flow had changed, and he got stuck in the field. He stated that he
77 understood the concerns shared by the Vickers about the effect of this project on their land.

78 Manager Robertson noted that the Board typically addresses the Consent Agenda as a whole and that there
79 had not been a motion on the floor for ongoing discussion. She asked if President Bradley had just opened
80 this specific item for comments.

81 ***Motion by Manager Waller, seconded by Manager Bradley, to pull Permit No. 26-001 from the Consent***
82 ***Agenda for discussion. Motion carried 5-0.***

83 Manager Robertson asked if there was an alternative to mitigating what was more than likely going to be a
84 flooding issue. She stated that the Vickers had stated that they were not opposed to the development or
85 the land use change, but were worried about water on their property as well as erosion. She asked what
86 the District could do before it becomes a problem. She stated that she understood that the engineers had
87 opinions, but the Vickers also had real-life, everyday experience, and both were okay. She asked if there
88 was something the Board could include that would help address the long-standing issue, in addition to
89 money having to be spent to clean the private ditch.

90 Linda Broussard Vickers stated that it has been their responsibility to maintain the ditch for the last 40
91 years.

92 Manager Robertson explained that she did not want to give a green light to a permit when they know there
93 are issues and reiterated her question on whether there was a way it could be addressed now.

94 Regulatory Manager Hughes stated that his initial thought was 'no'. The project application does not have
95 any work proposed on the Vickers' property and the design meets the rules. He explained that the rate
96 of stormwater flowing to the west is reduced in the 2-year, 10-year, and 100-year events from the existing
97 condition. He noted that the District would inspect for erosion during the development phase and work
98 with the developer to correct any issues. The District is not a land-use authority and can only review the
99 development against its rules.

100 Manager Waller shared a few ideas on how the Vickers' concerns could be addressed.

101 District Engineer Otterness noted that the area mentioned by Manager Waller was a wetland, and what he
102 had suggested would be subject to the Wetland Conservation Act.

103 District Administrator Tomczik referenced page 21 of the packet that had a table near the top, which
104 addressed the runoff rates and the expected reductions.

105 The Board and District staff discussed providing information to the inspector about the Vickers concerns,
106 flowage that will go to the drainage ditch, drainage map specifics, location of the wetland, and the borrow
107 pond, berm possibilities, and overflow plans.

108 President Bradley asked if the developer would like to address the Board.

109 Christine Cook, Twin Cities Land Development, introduced Justin Olson of Carlson Engineering and noted that
110 they met with the Vickers yesterday. She explained that they had suggested that they meet out there as a
111 group to inspect the ditch and document its condition, and continuing that throughout the construction and
112 stabilization process to ensure that they do not cause any adverse impacts. She noted that their information
113 has shown that they would not cause any additional flow to the area and would actually be reducing it. She
114 explained that she had left Regulatory Manager Hughes a voicemail this morning suggesting that they could
115 post some escrow to help give the Vickers peace of mind if there happened to be some adverse impacts.

116 Manager Robertson explained that she would be open to that idea, but wanted it to be memorialized. She
117 stated that she understood that component may be outside the purview of the Board, but noted that she
118 would not vote in favor of this unless she knew all parties were satisfied.

119 District Administrator Tomczik stated that the Board could include a conditional item within the permit where
120 the District would be the holder of the proposed surety and could leave the other parties to define the terms
121 of the surety.

122 The Board expressed concern about the District serving as the banker for this project.

123 District Attorney Kolb reviewed the concerns the Vickers had shared regarding erosion sediment that may be
124 deposited in their ditch and the potential volume of water with the limited capacity of the existing ditches.
125 He stated that the District can address the erosion and sediment concerns by assuring that all of the sediment
126 and erosion control requirements are in place and maintained during the ongoing construction. He noted
127 that they could also make sure that it was inspected and may be able to look at additional BMPs in the area.
128 He stated that the District does not tell people how they can use their land, but instead tells people, if you
129 are going to use your land a certain way, here is what you need to do to be in compliance with the District's
130 performance standards. He noted that the developer could enter into an agreement with the landowner
131 related to maintenance of the ditch, but urged them to be clear on what conditions would require action.
132 He stated that if the Board chose to add a condition, he felt enforcement would be questionable because it
133 was really a private issue between the landowners.

134 President Bradley stated that based on that information, he didn't feel the Board needed to add a condition
135 and could leave the two parties to continue to work things out amongst themselves.

136 Manager Robertson stated that she would like to add a condition that acknowledged that this was discussed
137 and there would be an agreement outside the enforcement of the District between the two parties.

138 District Attorney Kolb suggested that the Board include a comment in the permit acknowledging the concerns
139 expressed by the Vickers and the representations made today by the developer.

140 ***It was moved by Manager Waller and seconded by Manager Bradley, to direct staff to add to the findings,***
141 ***under the description for CAPROC Permit No. 26-001, the additional language that the developer and the***
142 ***neighboring landowner that they will work this out, and approve Permit No. 26-001, as outlined in the***
143 ***above Table of Contents in accordance with the RCWD Engineer’s Findings and Recommendations, dated***
144 ***June 16, 2026. Motion carried 5-0.***

145 ***It was moved by Manager Waller and seconded by Manager Hegland, to approve the consent agenda***
146 ***Permit Numbers 26-043, 26-045, 26-049 as outlined in the above Table of Contents in accordance with***
147 ***RCWD District Engineer’s Findings and Recommendations, dated June 16, 2026. Motion carried 5-0.***
148

149 **ITEMS REQUIRING BOARD ACTION**

150 **1. Anoka County Ditch 53-62, Branches 5 & 6 Repair Project Partial Pay Request #2**
151 Drainage & Facilities Manager Schmidt gave an overview of the repair work done by Apex Drainage
152 and explained that they have submitted a request for partial payment.

153 Manager Robertson stated that she travels this corridor quite frequently and felt that Apex Drainage
154 had done a very good job on this project.

155 ***Motion by Manager Robertson, seconded by Manager Hegland, to approve Apex Drainage, LLC’s***
156 ***partial pay request as submitted and certified by the District Engineer, and directs staff to issue***
157 ***payment of \$30,151.20. Motion carried 5-0.***

158 **2. Check Register Dated June 24, 2026, in the Amount of \$862,723.74 and June Interim Financial**
159 **Statements Prepared by Redpath and Company**

160 ***Motion by Manager Weinandt, seconded by Manager Waller, to approve the check register dated***
161 ***June 24, 2026, in the Amount of \$862,723.74, and the June Interim Financial Statements prepared***
162 ***by Redpath and Company. Motion carried 5-0.***
163

164 **ITEMS FOR DISCUSSION AND INFORMATION**

165 **1. Staff Reports**
166 Manager Weinandt stated that there were monthly meetings that occur regarding Jones Lake with
167 all the local units of government that were involved in that project.

168 **2. July Calendar**

169 **3. Administrator Updates**

170 District Administrator Tomczik stated the Minnesota Plumbing Board met yesterday, which had
171 drafted language that would prohibit stormwater reuse, which is a strong element of the District's
172 watershed management plan. He explained that he attended the meeting and spoke in favor of
173 continuing with stormwater reuse and suggested they collaborate with other agencies that currently
174 regulate and give guidance on that. He stated that the Minnesota Plumbing Board paused making
175 changes to Chapter 15. He noted that the District was working towards being ADA-compliant. He
176 stated that he also had some 2x2 maps of the District if any of the Board was interested in having a
177 copy. He gave a brief overview of the background and experience of the District's new
178 Project Manager, Jen Oknich, who will begin working with the District on June 29, 2026.

179 **4. Manager Updates**

180 Manager Weinandt stated that she had attended the St. Paul Jazz Fest and spoke to representatives
181 from the St. Paul Waterworks and learned about some of their pipelines, which she found very
182 interesting.

183 Manager Robertson reminded the Board that she would not be able to attend the July 22nd Board
184 of Managers meeting.
185

186 **ADJOURNMENT**

187 ***Motion by Manager Waller, seconded by Manager Robertson, to adjourn the meeting at 9:47 a.m.***

188 ***Motion carried 5-0.***

189

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
25-056	City of Lino Lakes	Lino Lakes	Street & Utility Plan Wetland Alteration Floodplain Alteration	CAPROC 8 items
26-051	HRM Apartment	Roseville	Final Site Drainage Plan	CAPROC 7 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated June 29, 2026.

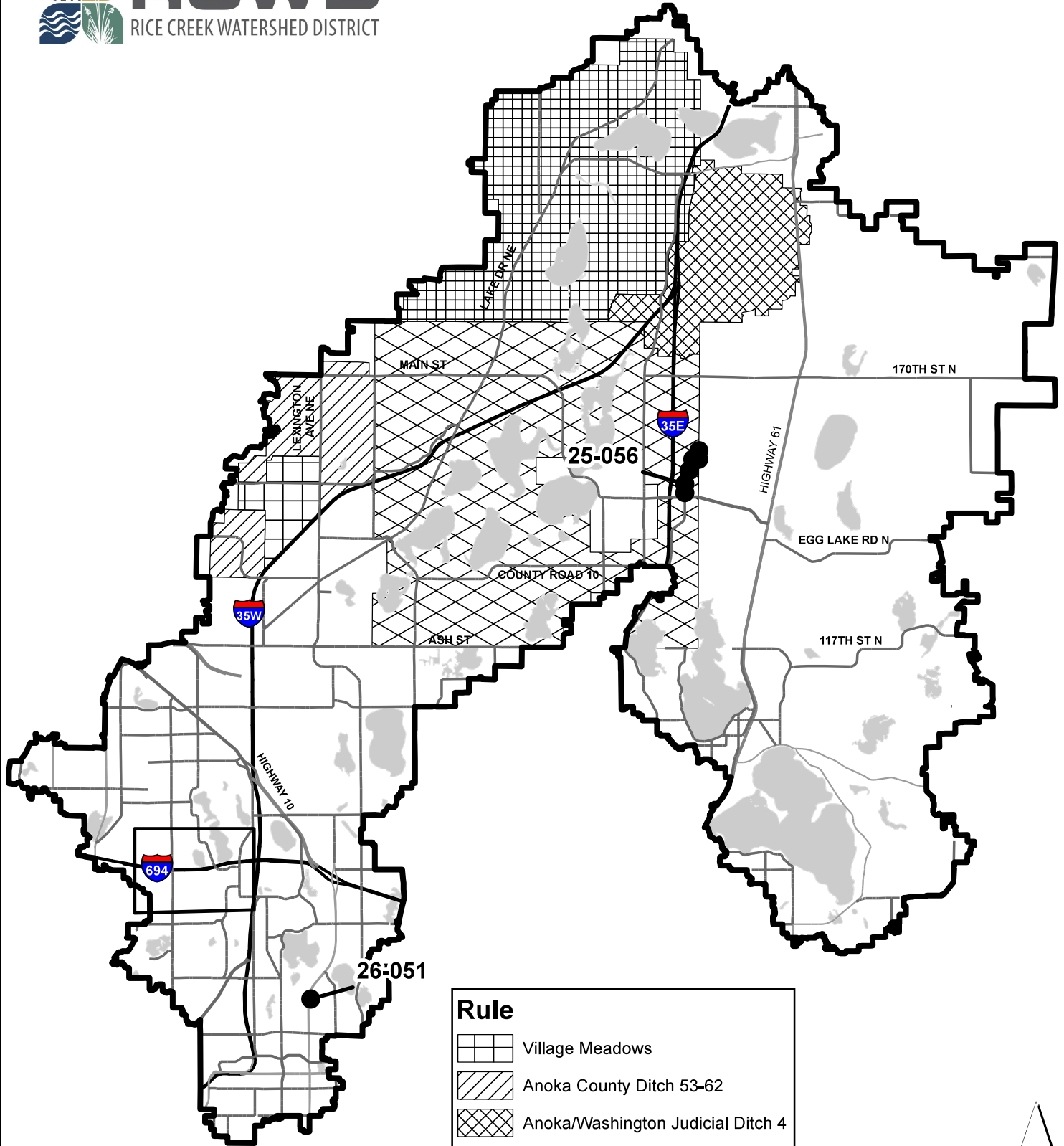
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**






July 8, 2026

It was moved by _____ and seconded by _____ to Approve, Conditionally Approve Pending Receipt Of Changes, or Deny, the Permit Application noted in the following Table of Contents, in accordance with the District Engineer’s Findings and Recommendations, as contained in the Engineer’s Findings and Recommendations, as contained in the Engineer’s Reports dated June 29, 2026.

TABLE OF CONTENTS

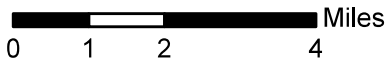
<u>Permit Application Number</u>	<u>Applicant</u>	Page	Recommendation
	Permit Location Map	14	
25-056	City of Lino Lakes	15	CAPROC
26-051	HRM Apartment	23	CAPROC



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



Permit Reviews
07/08/2026 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:

25-056

Permit Application Name:

Otter Lake Road Extension

Applicant/Landowner:

City of Lino Lakes
Attn: Michael Grochala
600 Town Center Parkway
Lino Lakes, MN 55014
Ph: 651-982-2427
Fx: 651-982-2499
MGrochala@linolakes.us

Permit Contact:

City of Lino Lakes
Attn: Diane Hankee
600 Town Center Parkway
Lino Lakes, MN 55014
Ph: 651-286-8479
dhankee@linolakes.us

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

WSB and Associates, Inc.
Attn: Roxy Robertson
178 9th St East Unit 200
St. Paul, MN 55101
Ph: 763-762-2844
rrobertson@wsbeng.com

Project Name: Otter Lake Road Extension

Purpose: S&UC – Street & Utility Plan, WA – Wetland Alteration, FA – Floodplain Alteration; Extension of existing road and construction of a regional stormwater pond.

Site Size: 5,000± LF / 23.63 ± acres of disturbed area; existing and proposed impervious areas are 1.89± acres and 8.76± acres, respectively

Location: Otter Lake Road from Main Street north to Elmcrest Ave NE, Lino Lakes

T-R-S: SE ¼, Section 13, T31N, R22W

District Rule: C, D, E, F, G

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule C - Stormwater

1. Per Rule C.9(d), stormwater ponds must be designed to provide:

- (1) Water quality features consistent with NURP criteria. Revise Pond 2 so that FES 5103 does not short circuit to the outlet. Additionally, if feasible, move the outlet of Pond 1 north to maximize settling.

- (3) An outlet structure capable of preventing migration of floating debris and oils for at least the one-year storm;
2. It appears that part of the Heritage Pkwy roundabout does not drain to Pond 3 (CBs 5209 to 5203). If feasible, revise the storm sewer to maximize drainage to the pond and/or update the hydraulic calculations accordingly.

Rule D – Erosion and Sediment Control

3. 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

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

Administrative

6. Applicant must submit a signed Successful Bidder Form 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. Final plans must include the following:
 - Ensure drain tile connection is maintained around Pond 4.
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, applicant agrees to these stipulations:

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

Exhibits:

1. Plan sheet 118 with private drain tile connection note, revised 6-10-2026.
2. Revised plan set containing 222 sheets dated 4-9-2026 and received 4-22-2026

3. Permit application, dated 12-11-2025 and received 12-12-2025
4. Owner consent documents, dated 7-30-2025 and 7-31-2025, received 12-12-2025
5. Revised Narrative/Stormwater Calculations, dated 4-21-2026 and received 4-22-2026, containing narrative, drainage maps, floodplain exhibit, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions, wetland delineation report (dated 2-11-2022), soil boring logs (dated 7-29-2024). Original dated and 12-11-2025, received 12-12-2025
6. Ditch transfer petition, dated 12-11-2025, received 12-12-2025
7. JD-3 updated XP-SWMM model, received 2-6-2026
8. Existing, proposed and road rate comparison HydroCAD models, received 4-22-2026
9. Existing drainage area map, dated and received 6-10-2026
10. Existing, proposed and gate phasing HydroCAD models, received 6-10-2026
11. Regional Pond stage-discharge curve, no date, received 6-10-2026
12. Proposed drainage area map, dated and received 6-11-2026
13. Final updated WCA replacement plan, received 06-25-2026.
14. WCA comment response letter, dated and received 07-22-2025.
15. Updated wetland impacts table, undated and received 07-22-2025.
16. Updated WCA replacement plan, signed and received 07-22-2025.
17. WCA comment response letter, dated 07-11-2025 and received 07-16-2025.
18. Updated WCA replacement plan, signed and received 07-16-2025.
19. WCA replacement plan, signed 04-22-2025 and received 05-20-2025.
20. Permit files 17-130, 13-002, 13-082; Review files 17-063R, 18-088R, 21-299R, 24-090R.

Findings:

1. Description – The project proposes to reconstruct the existing Otter Lake Road stub north of Main Street (approximately 500 LF), and the extend the road north/northeast approximately 4,500 LF, creating a new roundabout intersection with 24th Avenue and Heritage Parkway in Lino Lakes. Additionally, the project proposes an additional 7,100± LF of reclamation of 24th Avenue, north to 80th Street. The project will increase the impervious area by 6.87± acres, of which 0.92± acres is trail exempted under C.12(b), reconstruct 1.13± acres and disturb 23.63± acres overall. The project is part of the Lino Lakes Comprehensive Stormwater Management Plan (CSMP) (permit file 17-130). Under existing conditions, the project site drains west under I-35E via three tile lines: Anoka County Ditch (ACD) 72 Brach 11, ACD 55 Main Trunk and the former ACD 55 Branch 8 (transferred to the City of Lino Lakes). These tiles range from 8 to 12 inches in diameter. The project proposes to construct the regional stormwater framework to bring stormwater to a newly constructed culvert under I-35E, including a sluice gate outlet control structure (OCS). 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
(NURP) Pond 1	Station 116, east side of road	32,931± CF	105,344± CF below the outlet	912.0
(NURP) Pond 2	Station 125, west side of road	19,210± CF	30,440± CF below the outlet	912.0
(NURP) Pond 3	Northeast of Heritage Pkwy roundabout	29,055± CF	47,344± CF below the outlet	917*
Pond 4	Along I-35E	Regional Basin/Rate Control		
Sumps	CB 5201, 5204	TSS removal		

*EOF is over Otter Lake Road

Existing BMP Description	Location	Capacity Used	Project requirement	As-built Volume provided
Existing Shoppes at Main NURP Pond	Station 110 east side of road	23,266 CF	3,066 CF	28,371± CF below the outlet

Soils on site are primarily HSG D consisting of clayey sands (SC) and sandy lean clays (CL). Thus, infiltration is not considered feasible and NURP ponds are acceptable to meet the water quality requirement. Per Rule C.6(c)(2), the Water Quality requirement is 1-inch over the new impervious, non-exempt area (5.95± acres) for a total water quality volume of 21,599± cubic feet.

TSS removal is provided by sumps. The applicant has met the required water quality volume and treated the impervious surface to the extent feasible. The applicant must address the Conditions listed under Rule C – Stormwater above. Otherwise, the applicant has met the design criteria of Rule C.9(d) and the Water Quality requirements of Rule C.6.

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Right-of-way discharge	118.4	111.1	241.1	222.5	517.7	472.8

The project is not located within the Flood Management Zone. However, the project is located within the Lino Lake CSMP area. The CSMP limits discharge rates to 0.1 cfs/acres for the 100-year rainfall event. At this location, the ultimate discharge point is a culvert under I-35 E which is limited by the sluice gate OCS. The maximum discharge per the CSMP is 70.1 cfs, based on 700.8 acres of drainage area. The maximum rate discharging under the freeway is 65.0 cfs, which is compliant with the CSMP requirements. The applicant has complied with the CSMP requirements and overall rate control requirements of Rule C.7.

The applicant has complied with the bounce and inundation requirements of C.8. There are no structures within the pond areas, thus the freeboard requirements of Rule C.9(h) are not applicable.

3. Wetlands – Wetlands were delineated under review files 13-082, 18-088R, 19-179R, 21-207R, and 21-299R. Boundary decisions were issued on 07-09-2014, 09-08-2025, 09-18-2019, 08-05-2021, and 12-13-2021, respectively. The 13-082 and 19-179R boundary approvals have expired, but the TEP was comfortable utilizing these boundaries as they were valid at the time of the sequencing approval granted in 2022.

The project area is located within the Lino Lakes CWPMP boundary. Public linear projects located in a CWPMP jurisdictional area and not part of an industrial, commercial, institutional or residential development are not subject to CWPMP requirements, per F.5(f).

A replacement plan application was submitted to the District for proposed wetland impacts on 07-22-2025. The application was noticed to the TEP on 12-19-2025 after the application was deemed complete. The project proposes 3.3975 acres of permanent impact associated with roadway and stormwater construction. The project includes an additional 0.0751 acres of temporary impact within Wetland 8 related to construction of a regional stormwater pond and equipment access. The application included a MnRAM analysis for the wetland degradation status of the impacted wetlands. Based on the MnRAM assessment, the replacement ratio is 1:1 for all impacts, consistent with Table F1 in rule. Wetland replacement will occur via the purchase of wetland bank credits from two wetland banks.

Prior to full permit application for all applicable RCWD rules, the applicant requested a WCA sequencing approval in 2022 (RCWD permit #22-063). The notice of decision was issued on 9-14-2022 for 2.67 acres of permanent wetland impact. The final design demonstrates an additional 0.7275 acres of permanent impact than what was included in the 2022 application. These increases generally are the result of final drainage design, inclusion of regional stormwater facilities, and the roundabout on the north end of the project. The applicant has provided an alternatives analysis, including discussion of impact avoidance, minimization and mitigation. The applicant reasonably avoided and minimized wetland impacts to the extent possible. The applicant has addressed all comments and the TEP concurs that WCA impact sequencing is met.

Impact/Mitigation Table

Wetland Name (Location)	Impact Amount (Acres)	Replacement Ratio	Required (Credits)
Wetland 3	1.4506	1:1	1.4506
Wetland 4	0.1381	2:1*	0.2762
Wetland 7	0.4014	1:1	0.4014
Wetland 8	0.0847	1:1	0.0847
Wetland 12	0.2921	1:1	0.2921
Wetland 13	0.6736	1:1	0.6736
Wetland 18	0.2123	1:1	0.2123
Wetland 19	0.1506	1:1	0.1506
Total	3.4034		3.5415

*RCWD replacement ratio is 1:1 but the wetland is ACOE-jurisdictional

Wetland replacement will occur via wetland bank accounts #1601 and #1722, in the amount of 2.6417 credits and 0.8998 credits, respectively. The wetland banks are within the contributing drainage area of the CWPMP consistent with Rule F 6(d)(5). The applicant must provide the final BWSR withdrawal transaction form and demonstrate final withdrawal from the BWSR Bank.

4. Floodplain – The applicant submitted and XP-SWMM model updated for the area with a revised regulatory floodplain. The District Engineer finds the model update to be acceptable. Thus the regulatory floodplain elevations are 910.8 and 908.3. The applicant has placed 3,584 cubic yards of fill and created 4,398 cubic yards of cut, for a new increase of 814 cubic yards, which is compliant with Rule E

5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrances, inlet protection, culvert controls and rip rap. The project will disturb more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheets 136-139. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project does not flow to a nutrient impaired water (within 1 mile).
6. Regional Conveyances – Pond 4 and its outlet, the sluice gate OCS are considered regional conveyances. By complying with the CSMP, the applicant has met Rule G requirements.
7. Public Drainage Systems – The former ACD-55 Br. 8 crossed the project area, however on December 11, 2025, the City of Lino Lakes petitioned the RCWD to transfer the system to the City. The transfer was completed under RCWD Resolution 2026-03 on February 25, 2026. Thus, Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must execute an agreement with the RCWD for the maintenance of the stormwater facilities.
9. Previous Permit Information – The CSMP was approved under permit file 17-130. The original stub of Otter Lake Road was constructed under 13-002. 13-082 contains delineation and sequencing information. Wetlands were delineated under review files 13-082, 18-088R, 19-179R, 21-207R, and 21-299R

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.



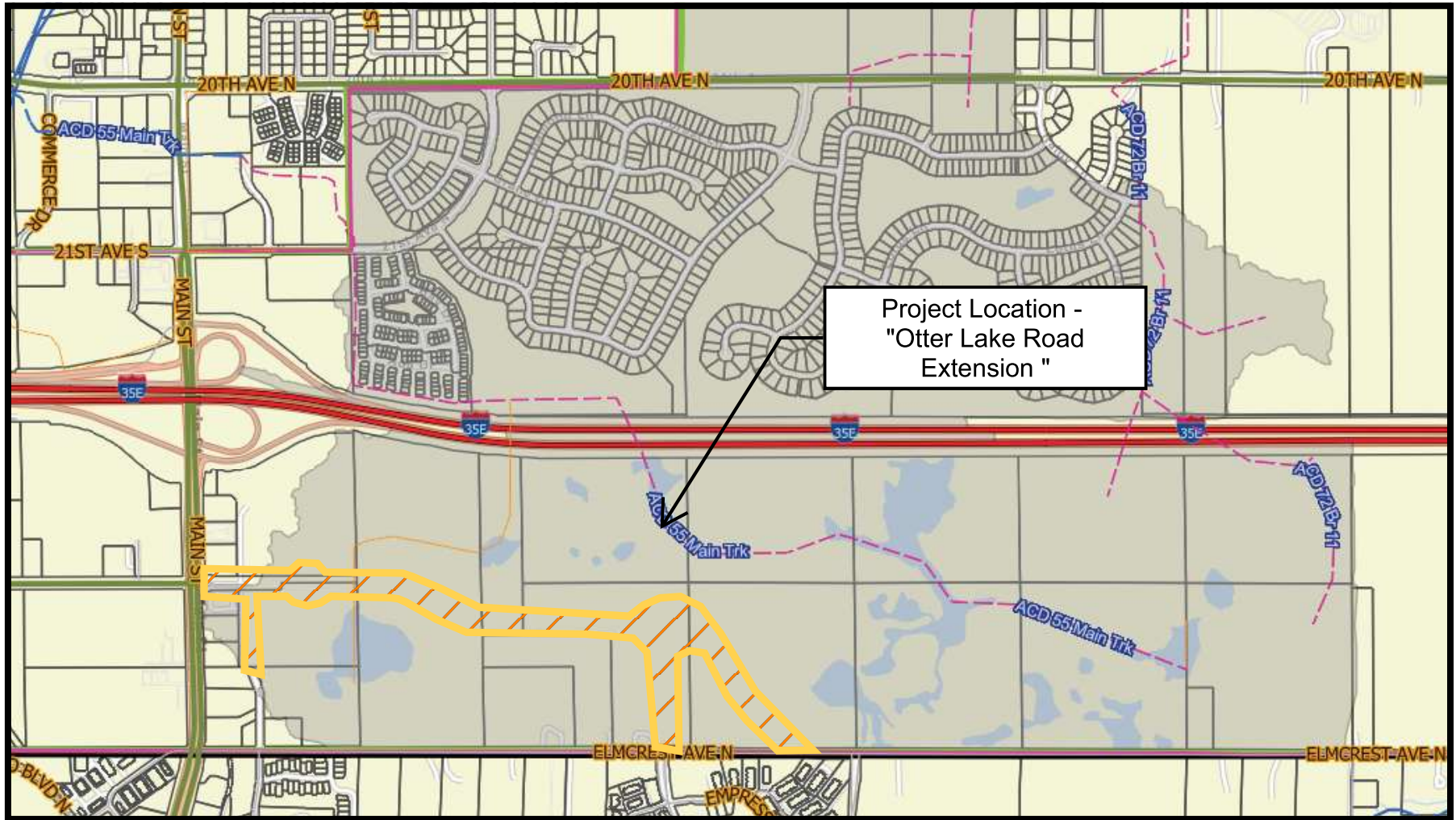
06/29/2026

Katherine MacDonald, MN Reg. No 44590









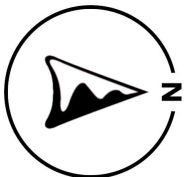
06/29/2026

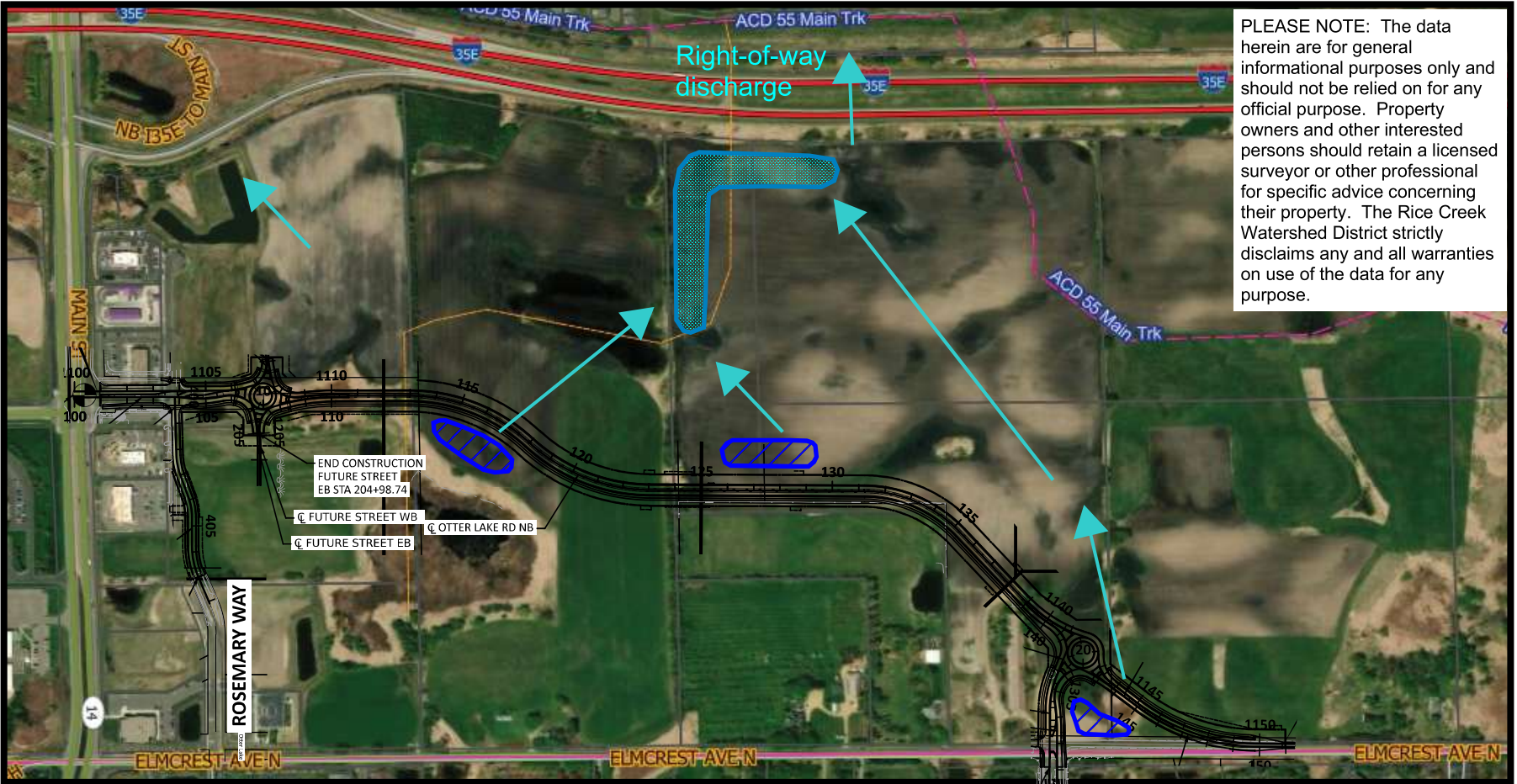
Chris Otterness, MN Reg. No 41961



Legend

-  Project Location
-  Private Ditch
-  Public Waterway
-  Public Ditch - Open Channel
-  Public Ditch - Tile
-  CSMP Area





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

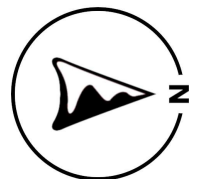
 Project Location

 Rate Control Basin

 NURP Pond

 Otter Lake Road Alignment

 Drainage Arrow





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

Permit Application Number:

26-051

Permit Application Name:

Lydia Rose

Applicant/Landowner:

HRM Apartment
Attn: Dennis Homel
14 North Mallard Court
Saint Paul, MN 55127
Ph: 651-492-5450
Dahomel@aol.com

Permit Contact:

Widseth
Attn: Michael Mordal-Huebsch
13076 1st Street
Becker, MN 55308
Ph: 763-270-6152
M.Mordal-Huebsch@widseth.com

Gen X Design/Build LLC
Attn: Matt Faber
220 5th St N
Watkins, MN 55389
Mattfaber18@gmail.com

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

Project Name: Lydia Rose

Purpose: FSD – Final Site Drainage; Construction of 18-unit apartment building.

Site Size: 0.64± acre parcel / 0.7 ± acres of disturbed area; existing and proposed impervious areas are 0.38 ± acres and 0.57 ± acres, respectively

Location: 2940 Snelling Ave, Roseville

T-R-S: NW ¼, Section 3, T29N, R23W

District Rule: C, D

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

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

Administrative

2. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Final plans must include the following:
 - Ensure the vertical datum is labeled.
3. Submit a copy of the recorded plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City of Roseville).
4. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
5. The applicant must provide an attested copy of any and all signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
6. The applicant must submit a cash surety of \$2,100 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The surety is based on \$1,000 for 0.7 acres of disturbance and \$1,100 for 2,256 CF of storm water treatment.
7. The applicant or contractor must provide a construction schedule for the underground system (or communicate when the schedule will be provided). A note shall be added to the final plans to contact the RCWD inspection prior to the installation. See Stipulation 2.

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

1. Provide an as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) to the District for verification of compliance with the approved plans.
2. RCWD inspector must be notified prior to installation of underground system.

Exhibits:

1. Revised plan set containing 12 sheets dated 6-18-2026 and received 6-18-2026
2. Permit application, dated 5-16-2026 and received 5-20-2026.
3. Revised Stormwater Calculations, dated 6-18-2026 and received 6-18-2026, containing narrative, Geotechnical report, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions
4. Stormwater Calculations, dated 3-4-2026 and received 5-20-2026, containing narrative, Geotechnical report, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions
5. Review file 25-156R.

Findings:

1. Description – The project proposes to construct an 18-unit apartment building on a 0.7± acre parcel located in Roseville. The project will increase the impervious area from 0.38± acres to 0.57± acres and disturb 0.7± acres overall. Drainage on site flows west towards Snelling Drive East and East and

South towards adjoining properties. Runoff from the site eventually drains to Little Johanna Lake, the Resource of Concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.

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

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Surface infiltration basin	Northeastern property line	Rain Guardian	532± cubic feet below the outlet	918.2
Underground infiltration basin	Under north and eastern parking lots	Preserver	6,947± cubic feet below the outlet	918.2

Soils on site are primarily HSG A/B consisting of silty sand (SM) and poorly graded sands with silt (SP-SM). Thus, infiltration is considered feasible and is acceptable to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 1.1-inches over the new/reconstructed impervious area (0.57± acres) for a total requirement of 2,256± cubic feet.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 0.45 inches per hour. The seasonal high water table is estimated at elevation 908.0, which provides a minimum of three feet of separation. The project is not located within a DWSM area. The applicant has treated 92% 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(a).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
West	0.2	0.1	0.3	0.2	0.7	0.7
East	1.3	0.0	2.2	0.0	4.3	3.4
South	0.3	0.1	0.6	0.2	1.2	0.3
Totals	1.8	0.2	3.1	0.4	6.2	4.4
80% of Totals	1.4		2.5		5.0	

The project is located within the Flood Management Zone. The applicant has complied with the rate control requirements of Rule C.7.

Rule C.8 is not applicable.

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

3. Wetlands – There are no wetlands located within the project area.
4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrances, sediment control logs, inlet protection and rip rap. The project will disturb less than 1 acre; an NPDES permit nor a SWPPP is required. The SWPPP is located on plan sheet C6. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project is within 1 mile of Little Johanna Lake which is impaired for nutrients.

6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).
9. Previous Permit Information – A pre-application meeting was filed under 25-156R.

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

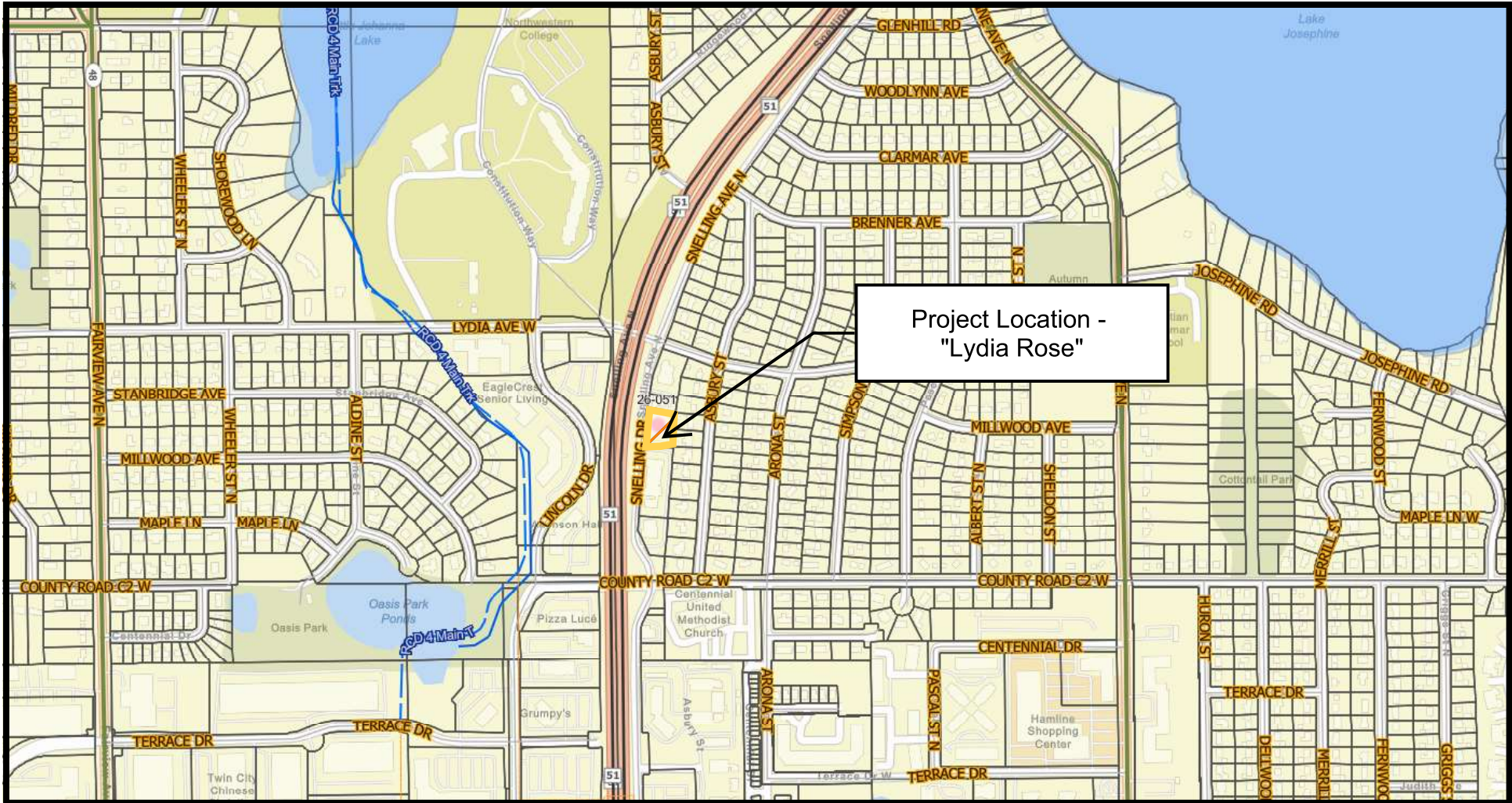
Belle Reeve 06/29/2026

Belle Reeve, EIT

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

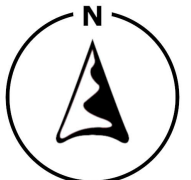
K. MacDonald 06/29/2026

Katherine MacDonald, MN Reg. No 44590








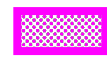
Legend

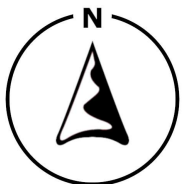
-  Project Location
-  Public Waterway
-  Public Ditch - Open Channel
-  Private Ditch





Legend

-  Project Location
-  Apartment Building
-  Parking Lot
-  Drainage Arrow
-  Underground Infiltration Basin
-  Surface Infiltration Basin



ITEMS REQUIRING BOARD ACTION

1. Anoka Ramsey Judicial Ditch #1 Repair Report - Scope of Services
(Tom Schmidt)

MEMORANDUM
Rice Creek Watershed District



Date: June 25, 2026
To: RCWD Board of Managers
From: Tom Schmidt, Drainage & Facilities Manager
Subject: Anoka Ramsey Judicial Ditch #1 Repair Report - Scope of Services

Introduction

The Board is being asked to consider and approve a change in the scope of services for Houston Engineering (HEI) for the Anoka-Ramsey Judicial Ditch #1 (ARJD#1) Repair Report.

Background

The Board generally completes one public drainage system repair each year. HEI is currently working to complete the repair report for ARJD #1 under HEI Task Order 2025-016, approved by the Board on September 10, 2025. This Task Order included a summary of the regulatory requirements and identified further work in the regulatory arena to be outside the scope of that Task Order. HEI has determined, by a thorough desktop review, a high likelihood that Threatened and Endangered (T&E) species are present within one mile of the work area, requiring additional regulatory compliance work. This change in the scope of services will allow HEI to engage a qualified sub-consultant, Critical Connections Ecological Services (CCES), to identify potential Threatened and Endangered (T&E) species in the repair area.

The District has successfully navigated this regulatory requirement previously. State statute requires the District not to take T&E species during its projects. The additional services will provide definitive guidance on whether and where the T&E species are present and on areas that may need to be avoided or protected during construction. This work is the same as the analysis completed for the recent repair of Branches 5 and 6 of Anoka County Ditch 53-62 (ACD 53-62).

Staff Recommendation

Staff recommends the RCWD Board of Managers approve the change in scope of services for the ARJD #1 Repair Report task order.

Proposed Motion

Manager _____ moves to approve the change in scope of services for the ARJD #1 Repair Report Task Order, not to exceed \$30,000, and further authorizes the administrator to sign the change in scope of services. Seconded by Manager _____.

Attachments

- HEI Memo Change in scope of services, ARJD 1 Repair Report dated: June 25, 2026
- Critical Connections Ecological Services, Proposal for Rare Plant Surveys of (ARJD 1)

MEMO



CHANGE IN SCOPE OF SERVICES

From: Chris Otterness, PE
To: Nick Tomczik, RCWD
Subject: Anoka Ramsey Judicial Ditch 1
Date: June 25, 2026
Project No.: R005555-0371

Houston Engineering, Inc. (HEI) entered into a contractual agreement, Task Order 2025-016 to provide professional consulting services with the Rice Creek Watershed District (RCWD) for development of the Anoka Ramsey Judicial Ditch (ARJD) 1 Repair Report. The task order identifies various services to be performed in fulfillment of the contract, with an estimated compensation amount of **\$102,000**. The purpose of this memorandum is to amend the Scope of Services rendered by HEI under the Task Order.

As required under MS 103E.015 Subd. 2, HEI completed a due-diligence review of the proposed repair's effect on wildlife, specifically consulting the State of Minnesota's Natural Heritage Information System (NHIS). The NHIS indicated at least 14 species on the State's Threatened and Endangered species list that have been sighted within one mile of the proposed repair. This is the threshold at which the likelihood of potential impacts and mitigation/avoid strategies is necessary to meet statutory requirements. To adequately address the potential for impacts from the ARJD 1 repair, it is necessary to complete an on-site vegetation review to identify the extent of these species within and adjacent to the project corridor and develop a protection plan for species in non-exempt locations to avoid non-compliance with state threatened and endangered species laws.

We are proposing to utilize Critical Connections Ecological Services (CCES) as a subconsultant to HEI for completing a rare species survey of the ARJD 1 repair corridor). Their work would include up to three site visits and developing mapping and a narrative identifying protection areas required to avoid the need for a takings permit. This subconsultant agreement is outside of the original scope. The cost of services is estimated at a not-to-exceed cost of **\$30,000**.

HEI requests a change in project budget at this time equivalent in costs to the aforementioned additional services, for a total project budget of **\$132,000**. 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

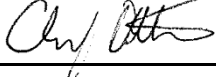
By: _____

Name: _____

Title: _____

Date: _____

Houston Engineering, Inc.

By:  _____

Name: Christopher C. Otterness, P.E.

Title: District Engineer

Date: June 25, 2026



June 25, 2026

Mr. Chris Otterness, PE
Senior Civil Engineer
Houston Engineering, Inc.
7550 Meridian Circle N, Suite 120
Maple Grove, MN 55369

Re: Proposal for Professional Ecological Consulting Services
Rare Plant Surveys of Anoka-Ramsey Judicial Ditch 1 (ARJD 1)
Rice Creek Watershed District
Cities of Blaine, Lexington, Mounds View, and Shoreview
Anoka and Ramsey Counties, Minnesota
CCES Project No. 2026-28

Dear Chris Otterness:

As requested, and consistent with our recent correspondence, Critical Connections Ecological Services, Inc. (CCES) has prepared this proposal to provide professional ecological consulting services to Houston Engineering, Inc. (HEI) and the Rice Creek Watershed District (RCWD) for rare plant surveys within portions of the Anoka-Ramsey Judicial Ditch 1 (ARJD 1) system proposed for repair and maintenance. The ARJD 1 system is located within the RCWD in the Cities of Blaine, Lexington, Mounds View, and Shoreview, Anoka and Ramsey Counties, Minnesota (Figure 1). Jason Husveth, CCES Principal Ecologist, is an approved rare plant surveyor by the Minnesota Department of Natural Resources (MN DNR) for the Eastern Broadleaf Forest Province including the Anoka Sand Plain, the Minnesota *Rubus* species, and *Botrychium/Sceptridium* species. Led by Mr. Husveth, CCES shall determine the presence/absence of habitats suitable to support rare plants of this landscape and survey for the presence of potential rare plant populations within the proposed survey area. The proposed survey area is defined by the open-channel ditch maintenance work limits and adjacent tree-clearing and construction-access areas, as provided to CCES by HEI in an ArcGIS shapefile format (see Figure 1).

Survey Area and Project Background: The ARJD 1 repair project includes cleaning and repair of the open-channel portions of the ditch system (Main Trunk, Branch 1, Branch 2, Branch 2 Lateral 1, Branch 3, Branch 4, and Branch 5), together with associated tree, brush, and woody vegetation removal within the ditch corridor work limits and on the working side of the ditch (Figure 2; Tree Removal Detail, HEI Sheet 13). The proposed survey area is defined by these open-channel work limits and the adjacent areas proposed for tree clearing and construction access. The ARJD 1 alignments traverse the Anoka Sand Plain landscapes and habitats, and pass through or immediately adjacent to high-quality peatland, wetland, and dry-sand upland habitats - including lands adjacent to the Blaine Preserve Scientific and Natural Area (SNA) in the northeast quadrant of the project (Section 26, Blaine) and marginal sand-plain habitats along the Main Trunk extending southwest toward U.S. Highway 10. These alignments represent the prime statewide habitat for *Aristida longespica* var. *geniculata* and support documented occurrences of additional state-protected plant species (Jason Husveth, primary reporter for *A. longespica* in Minnesota). CCES assumes access to all properties identified as being within the proposed

survey area and/or containing rare plant habitats or potential rare plant populations overlapping the proposed survey area.

The total length of the proposed survey area is represented by 8.4 miles (44,782 linear feet) of the ARJD1 ditch system. The approximate area to be surveyed is 50 acres, which includes a 25 foot buffer on either side of the ditch centerline (CCES GIS analysis, June 2026). This total distance and area accounts for several ditch segments that are maintained as buried storm sewer, which will require minimal rare species botanical survey.

Statutory Framework — Minnesota Statutes §84.0895: Survey requirements are governed by Minnesota Statutes §84.0895, which prohibits the taking of state endangered or threatened plant species. Under §84.0895, Subd. 2(a)(1), the prohibition does not apply to plants “on a ditch,” except for ground not previously disturbed by construction or maintenance. CCES’s understanding is that state-protected plants occurring within the ditch itself (from top-of-bank to top-of-bank) are exempt and do not require survey, and that protected plants on historic spoil piles immediately adjacent to the top of bank may also be considered exempt (consistent with the determination CCES made for ACD 53-52 in northeast Blaine in 2012). However, protected plants occurring away from the ditch and outside of historic spoil piles - including the tree-clearing and construction-access areas depicted in the project plans and cross sections - are not automatically exempt under the “on a ditch” language of §84.0895, Subd. 2(a)(1) and would likely require survey for projects subject to environmental review. A defining task of this scope (Task 1) is to delineate exempt versus non-exempt areas in order to define the surveyable area, in coordination with HEI, RCWD, and the MN DNR. Furthermore, the MN DNR is currently regulating and permitting the take of plants that occur 25 feet or less away from project construction areas in non-exempt landscape types.

Target Rare Plant Species: A review of the Natural Heritage Information System (NHIS) identifies at least fourteen (14) rare plant species documented within approximately one mile of the ARJD 1 alignment. Many of these occurrences are associated with the Blaine Preserve SNA; several are located within marginal sand-plain habitats along the Main Trunk and other alignments of the proposed ditch-maintenance project. These species, their Minnesota legal status (E = Endangered, T = Threatened, SC = Special Concern), and their primary habitat associations and detection windows are summarized in Table 1.

Table 1. Rare plant species documented within the NHIS within one mile of the ARJD 1 alignment.

Species	Status	Primary Habitat Association	Detection Window
<i>Aristida longespica var. geniculata</i>	E	Dry sand barrens / open disturbed sand; primary statewide habitat along these alignments	Late summer – fall
<i>Scleria triglomerata</i>	E	Wet sandy/peaty openings, fen margins, upland savannas	Mid – late summer
<i>Xyris torta</i>	E	Sandy peatlands, fens, wet sand shores, saturated sands	Summer
<i>Polygala cruciata</i>	E	Wet sandy openings, fens, sedge meadows	Summer – early fall

Species	Status	Primary Habitat Association	Detection Window
<i>Juncus marginatus</i>	E	Wet sandy shores and meadows	Summer
<i>Rubus missouricus</i>	E	Sandy upland edges and openings, wet meadows, peaty fens, dry prairie	Flower June; fruit Jul – Aug
<i>Rubus stipulatus</i>	E	Wet meadows / fens, aspen woodland margins, road ditches	Flower June; fruit Jul – Aug
<i>Rubus semisetosus</i>	T	Wet meadows / fens, aspen woodland margins, road ditches	Flower June; fruit Jul – Aug
<i>Rubus fulleri</i>	T	Fens / wetlands and adjacent sand uplands	Flower June; fruit Jul – Aug
<i>Trichophorum clintonii</i>	T	Dry-mesic sandy openings and edges, wet meadows, sedge meadows	Late spring – early summer
<i>Viola lanceolata</i>	T	Wet sandy shores and meadows	Late spring – early summer
<i>Platanthera flava var. herbiola</i>	T	Wet meadows, sedge meadows, fens	Summer
<i>Rubus vermontanus</i>	SC	Upland edges and openings, meadows, and fens	Flower June; fruit Jul – Aug
<i>Fimbristylis autumnalis</i>	SC	Wet sandy shores and openings	Late summer – fall

Because these species reach identifiable morphological stages at different times of the growing season, accurate presence/absence determinations require multiple, seasonally-timed field visits (late spring, summer, and fall), as reflected in the scope below.

Proposed Scope of Work, Timeline, Costs, and Deliverables

CCES proposes the following tasks to complete the scope of work and provide the necessary deliverables:

Task 1. Determine Survey Requirements and Delineate Exempt vs. Non-Exempt Areas under Minnesota Statutes §84.0895

CCES will collaborate with HEI and RCWD staff to determine whether a rare plant species survey is required under Minnesota Statutes §84.0895 and other potentially applicable state regulations, statutes, or rules, and will delineate the exempt (within-ditch and historic spoil-pile) versus non-exempt (away-from-ditch tree-clearing and construction-access) areas to define the surveyable area. If CCES determines that a survey is not required, CCES will prepare correspondence on behalf of the RCWD to the MN DNR justifying that determination, and Tasks 2 through 6 will not be completed. If CCES determines that a survey is required, or if the RCWD determines that a rare species survey is the preferred course of action, CCES shall complete Tasks 2 through 6, below. Task 1 shall be completed by Jason Husveth with assistance from HEI and RCWD.

Task 1 Timeline: Upon authorization to proceed.

Task 1 Costs: \$1,350.00

Task 2. Remote Sensing and GIS Analysis

CCES shall compile pertinent ecological and environmental spatial data into a geographic information system (GIS) to assess and understand the potential for rare plant populations and the habitats that support these species to occur within the proposed survey area. This analysis shall include review of NHIS records, soils, hydrology, aerial imagery, and Minnesota Land Cover Classification / Native Plant Community data. CCES shall use this information to inform all other tasks, including design of field survey protocols, survey timing and methods, field data collection, and reporting.

Task 2 Timeline: Prior to field survey protocol submittal (Task 3).

Task 2 Costs: \$2,250.00

Task 2 Expenses: \$200.00 (NHIS Database License Fee, per project)

Task 3. Design and Submit Field Survey and Assessment Protocols for MN DNR Comment and Approval

CCES shall design field survey and assessment protocols consistent with MN DNR methodologies and past projects, targeting the documented and potential rare plant species and the seasonal detection windows required for accurate identification (late spring, summer, and fall). CCES shall submit the survey and assessment protocols to the MN DNR for agency review, comment, and approval.

Task 3 Timeline: Upon authorization to proceed, June 2026.

Task 3 Costs: \$1,800.00

Task 4. Conduct Multi-Season Field Surveys for Rare Species and Suitable Habitats

CCES shall implement the approved field survey and assessment protocols (Task 3) within the non-exempt survey area. Because the target species reach identifiable phenological stages at different times, CCES shall conduct multiple field visits across the 2026 growing season (late spring through fall) to target the optimal detection window for each species - including late-summer and fall surveys for *Aristida longespica* var. *geniculata* and other late-season species. Habitats contained within the survey area will be assessed for the potential to support rare plant populations of Anoka Sand Plain peatlands, wetlands, and uplands, and any potential rare plant populations encountered will be documented and identified to species. CCES shall collect the spatial and ecological assessment data identified in the approved protocols. The results of Task 4 will inform the RCWD of the potential need for follow-up surveys, avoidance planning, or a protected-species take permit. We anticipate that all surveys, including early season surveys, can be completed with a start date of late June 2026.

Task 4 Timeline: 2026 growing season (June 26 through October 30, 2026).

Task 4 Costs: \$18,000.00 (not-to-exceed)

Task 4 Expenses: \$1,450.00 (mileage, Trimble GPS / field GIS multiple days, flagging)

Task 5. Voucher Specimen Collection and Processing

CCES shall collect and process herbarium-quality voucher specimens of state-protected plant species encountered, as required by the MN DNR, under Mr. Husveth’s MN DNR vascular plant collection permit. Specimens shall be pressed, dried, identified, labeled, and prepared for deposition at recognized herbaria (e.g., the Bell Museum Herbarium, MIN). Associated voucher data shall be compiled into the project spatial and tabular database for delivery with the final report.

Task 5 Timeline: Concurrent with and following field surveys, through fall 2026.

Task 5 Costs: \$2,250.00

Task 6. Final Report and Deliverables

CCES shall create a final report that summarizes the results of the 2026 rare plant surveys and assessments of suitable habitats. The final report shall include project background, the statutory and exemption analysis, survey and assessment methods, and survey and assessment results. The report shall include narratives, photographs, and GIS figures depicting the location, extent, and ecological quality of documented rare plant habitats, potential or verified rare plant populations encountered, and locations of future survey, avoidance, or permitting needs. Associated GPS and GIS spatial data shall be provided to HEI and the Minnesota DNR as ESRI ArcGIS shapefiles. Report narratives, figures, and appendices shall be provided in an electronic format (Adobe PDF) and shall not be produced in hard copy/printed form. This final report shall be submitted to the RCWD and the MN DNR, as required. Should additional detailed survey or rare species take permitting be required, CCES shall provide additional tasks and costs under a separate scope of work, as requested by HEI and/or the RCWD. Associated deliverables include rare plant voucher specimens (required by the MN DNR) and rare plant population spatial and tabular data (required by the MN DNR).

Task 6 Timeline: *Delivered no later than December 31, 2026.*

Task 6 Costs: \$2,700.00

As described in the above scope of work, compensation shall include professional time, materials, and expenses, as stated above, in an amount not-to-exceed \$30,000.00. This scope of work shall be implemented upon authorization to proceed and shall be completed no later than December 31, 2026.

Table 2. Summary of proposed costs and expenses.

Task	Professional Fees	Expenses
Task 1. Survey requirement & §84.0895 exemption analysis	\$1,350	—
Task 2. Remote sensing & GIS analysis	\$2,250	\$200
Task 3. Survey protocol design & DNR submittal	\$1,800	—
Task 4. Multi-season field surveys (not-to-exceed)	\$18,000	\$1,450
Task 5. Voucher specimen collection & processing	\$2,250	—
Task 6. Final report & deliverables	\$2,700	—
Subtotals	\$28,350	\$1,650
Total (not-to-exceed)	\$30,000	

Table 3. CCES Hourly Rates (2026).

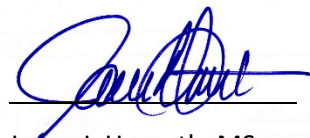
Staff	Role	Rate	Designation
Jason Husveth	Principal Ecologist, Lead Botanist, Project Lead	\$225/hr.	MN DNR Approved Rare Plant Surveyor
Senior Ecologist	Lead Botanist, Reporting	\$185/hr.	—
Field Ecologist	Field Ecologist / Technician	\$150/hr.	—

Thank you for the opportunity to provide this scope and cost proposal to HEI for rare plant surveys of suitable habitats within the ARJD 1 system located in the Cities of Blaine, Lexington, Mounds View, and Shoreview, Anoka and Ramsey Counties, Minnesota. Should you have questions or require additional information regarding this proposal, please contact Jason Husveth at 651-247-0474 or jhusveth@ccesinc.com. CCES can begin work on this project immediately upon authorization to proceed from HEI and/or the Rice Creek Watershed District.

We look forward to working with you on this important project.

Sincerely,

Critical Connections Ecological Services, Inc.



Jason J. Husveth, MS
Principal Ecologist

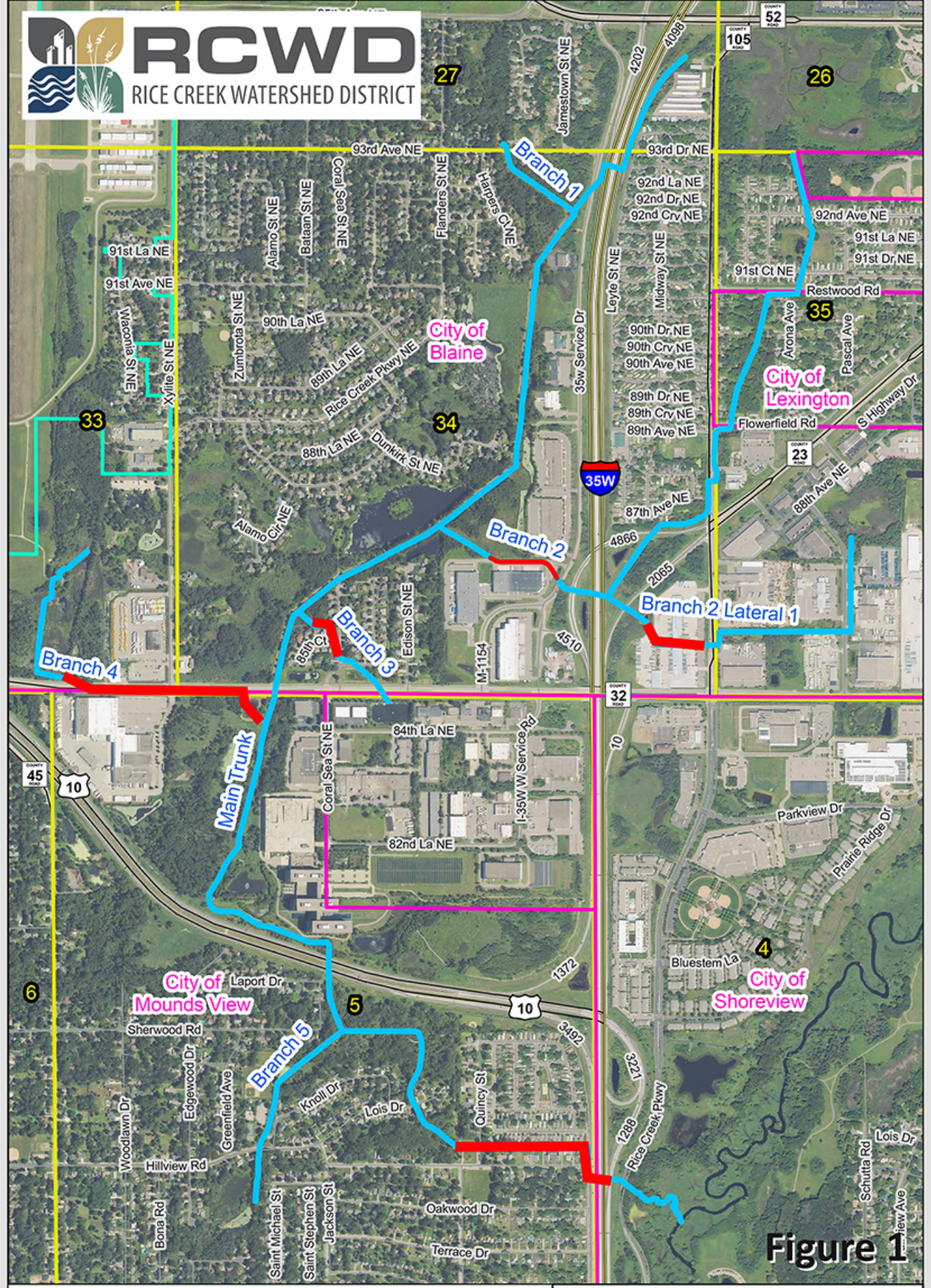







Figure 1

-  ARJD 1 Open Channel
-  ARJD 1 Storm Sewer
-  RCWD Boundary
-  City Boundaries
-  Sections



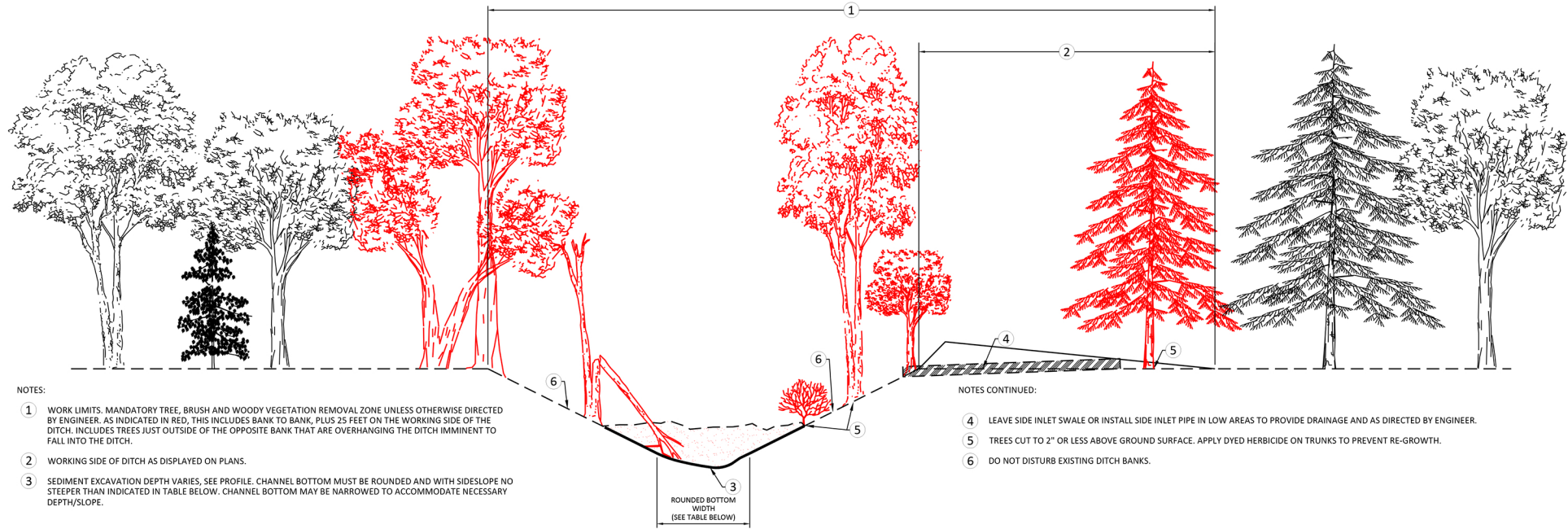
0 375 750 1,500
Feet



Figure 1: ARJD 1 General Location

Scale: AS SHOWN	Drawn by: DRO	Checked by: JWP	Project No.: 5555-0371	Date: 4/15/2026	Sheet:
--------------------	------------------	--------------------	---------------------------	--------------------	--------

H:\WORK\55555\55555_0347_ACD_53-62_Br 5 and 6 Repair\CAD\Plan\5555-0347 Detail.dwg TREE REMOVAL DETAIL 10/30/2025 3:17 PM (jrewev)



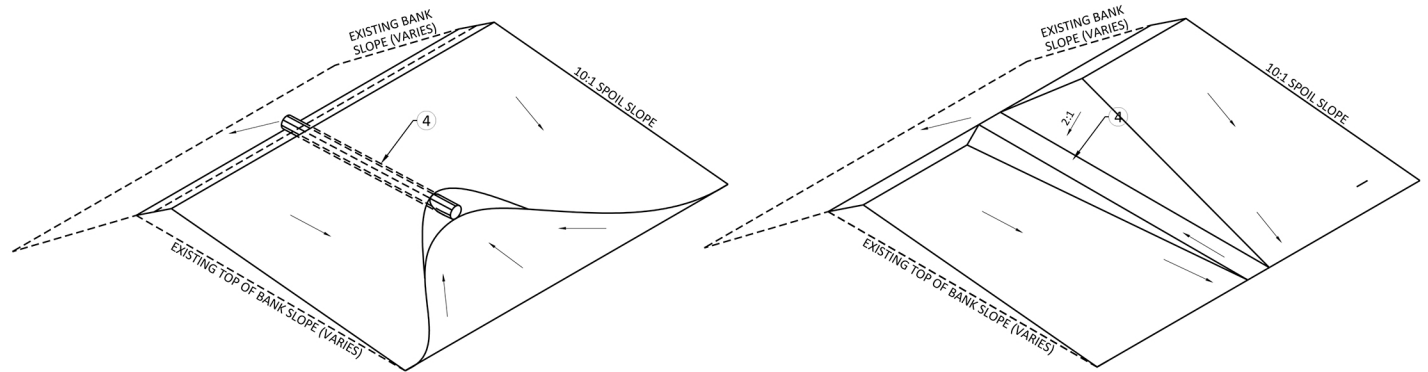
NOTES:

- ① WORK LIMITS. MANDATORY TREE, BRUSH AND WOODY VEGETATION REMOVAL ZONE UNLESS OTHERWISE DIRECTED BY ENGINEER. AS INDICATED IN RED, THIS INCLUDES BANK TO BANK, PLUS 25 FEET ON THE WORKING SIDE OF THE DITCH. INCLUDES TREES JUST OUTSIDE OF THE OPPOSITE BANK THAT ARE OVERHANGING THE DITCH IMMEDIATE TO FALL INTO THE DITCH.
- ② WORKING SIDE OF DITCH AS DISPLAYED ON PLANS.
- ③ SEDIMENT EXCAVATION DEPTH VARIES. SEE PROFILE. CHANNEL BOTTOM MUST BE ROUNDED AND WITH SIDESLOPE NO STEEPER THAN INDICATED IN TABLE BELOW. CHANNEL BOTTOM MAY BE NARROWED TO ACCOMMODATE NECESSARY DEPTH/SLOPE.

NOTES CONTINUED:

- ④ LEAVE SIDE INLET SWALE OR INSTALL SIDE INLET PIPE IN LOW AREAS TO PROVIDE DRAINAGE AND AS DIRECTED BY ENGINEER.
- ⑤ TREES CUT TO 2" OR LESS ABOVE GROUND SURFACE. APPLY DYED HERBICIDE ON TRUNKS TO PREVENT RE-GROWTH.
- ⑥ DO NOT DISTURB EXISTING DITCH BANKS.

CHANNEL DIMENSIONS TABLE				
BRANCH	START STA.	END STA.	BOTTOM WIDTH (FT)	SIDESLOPES
5	26+00	48+04	4	2:1
5 LAT 2	0+00	103+19	4	2:1
6	26+40	42+00	4	2:1



DITCH CORRIDOR "WORK LIMITS" ONE SIDE
NOT TO SCALE

Figure 2

No.	Revision	Date	By	I hereby certify that this plan, specification, or report was prepared by me or under my direct supervision, and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota. Adam N. Miles License No. 53358	Date 10/30/2025	Drawn by IRR	Date 10-27-2025	ACD 53-62 BRANCH 5 & 6 REPAIR RICE CREEK WATERSHED DISTRICT	TREE REMOVAL DETAIL PROJECT NO. 5555-0365	SHEET 13 40
-----	----------	------	----	--	--------------------	-----------------	--------------------	--	--	---

ITEMS REQUIRING BOARD ACTION

2. Stream Health Evaluation Program (SHEP) Agreement (Matt Kocian)

MEMORANDUM

Rice Creek Watershed District



Date: June 29, 2026
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Stream Health Evaluation Program (SHEP) Agreement

Introduction

Seeking Board approval for financial support of the Stream Health Evaluation Program (SHEP) in 2026.

Background

The *Stream Health Evaluation Program* (SHEP) is a volunteer monitoring program in the Rice Creek Watershed. SHEP is managed by The Friends of the Mississippi River (FMR), a nonprofit based in St. Paul. The RCWD has been supporting SHEP since its inception in 2006. The purpose of this program is to collect biological monitoring data – more specifically, macroinvertebrate data - in streams around RCWD. Macroinvertebrates are small critters that live in all streams. They process nutrients and organic matter in streams and are a vital part of the aquatic food chain – i.e. they are food for fish and other larger organisms. They also play a role in the terrestrial ecosystem, as some aquatic macroinvertebrates are the larval stage of flying insects. For example, *dragonflies* begin their lives in water.



Figure 1. *Left:* Green damer dragonfly larva; *Right:* 2024 SHEP volunteers (drawing and photo courtesy of the Friends of the Mississippi River)

The presence and absence of certain species of macroinvertebrates can tell us about the overall health of the stream ecosystem. That’s because different species have different habitat needs and tolerances for pollution. The presence of only a few, tolerant species would indicate pollution and/or loss of habitat, while the presence of many species, including pollution-sensitive species, would indicate a healthy ecosystem. This type of biological monitoring is complimentary to the District’s monitoring program for chemical pollutants and physical parameters.

One of the most valuable aspects of SHEP is its longevity – 20 years! Long-term biological datasets provide insights into the changing health of these systems. At many RCWD sites, the long-term trend shows improvements in stream health. However, there as been dramatic fluctuations in the data in recent years, perhaps due to drought and other climatic factors. As our changing climate continues to affect water resources, SHEP data will provide insights impacts on stream biota.

MEMORANDUM

Rice Creek Watershed District



SHEP is made up of dedicated volunteers that go through rigorous field and laboratory training; volunteers give between 8 and 46 hours of time annually. Training is done by professionals from FMR and Bolton and Menk, Inc. Quality Assurance / Quality Control (QA/QC) is provided by Bolton and Menk, by checking a subsample of macroinvertebrates that were already identified by volunteers. In recent years, volunteer accuracy has been 95%+.

An added benefit of the program is *outreach*. As volunteers learn more about the stream and water resources of the Rice Creek, they become advocates for our water resources and the Rice Creek Watershed District.

FMR is requesting \$27,000 to administer SHEP in 2026; additional details are available in the attached Proposal.

Staff Recommendation

The Stream Health Evaluation Program provides high quality monitoring data for the RCWD in an economically feasible manner. District staff recommend proceeding with FMR in 2026. Costs were anticipated and are included in the Board-approved 2026 budget.

Proposed Motion

Manager _____ moves to authorize the Administrator to enter into an agreement with Friends of the Mississippi River for the Stream Health Evaluation Program, for an amount not to exceed \$27,000.00.

Attachments

- 2026 Stream Health Evaluation Proposal, Friends of the Mississippi River

Rice Creek Watershed District Stream Health Evaluation Program

Proposal to: Rice Creek Watershed District Board
Submitted by: Friends of the Mississippi River
Amount Requested: \$27,000
Date: June 5th, 2026

Friends of the Mississippi River respectfully requests \$27,000 in funding from the Rice Creek Watershed District for implementation of the Rice Creek Watershed Stream Health Evaluation Program in 2026-2027. The higher amount requested for 2026-2027 to account for staff time, recruiting additional team members and inflation. The costs are attributed to slightly increased costs for contractor fees and FMR staff time, as well as supplies. Covers outreach and engagement initiatives important to the sustainability of the program.

Introduction

Friends of the Mississippi River (FMR) is a leading citizen-based organization that works to protect and enhance the Mississippi River and its watershed in the Twin Cities area. FMR has a strong record of providing excellent educational programming as well as working with volunteers on river and watershed protection activities.

In 2025, 2,275 volunteer participants contributed 6,370 hours of service in FMR's volunteer events and programs. For the 2025 SHEP season, 34 community science volunteers monitored streams and worked in the lab for a total of over 556 hours.

FMR, in partnership with Minnesota Waters, the Minnesota Pollution Control Agency (MPCA), Rice Creek Watershed District (RCWD) staff, and other local partners, first developed the Stream Health Evaluation Program (SHEP) in 2005.

Since then, SHEP volunteers have collected reliable, accurate stream health data in accordance with strict MPCA monitoring protocols at a variety of monitoring sites in the watershed. For the 2025 program year, the reported accuracy rates for identified macroinvertebrates was a 99% average across teams. Because of FMR's history of recruiting and retaining dedicated volunteers, with a 94% volunteer return rate from 2024 to 2025, SHEP has become, and continues to be, a reliable source of high-quality data.

Program Model

SHEP is an exciting model for volunteer stream monitoring in Minnesota. The program uses highly trained adult volunteers to evaluate the biological health of streams using advanced bioassessment protocols and indices specifically developed for this region.

As a result, SHEP provides the RCWD Board with a premier volunteer monitoring program that will provide quality certified data while actively engaging citizens in the work of the watershed.

SHEP, a model for water quality assessment:

- monitors the health of valuable water resources,
- uses research-based multiple index metrics,

- professionally trains adult volunteers,
- utilizes multiple levels of quality control to ensure quality results,
- provides relevant, reliable, and usable data to local decision-makers and researchers,
- engages citizens in water resource management and assessment,
- promotes water resource health to community members, and
- promotes partnership between local governments, state agencies, and community residents.

Program Objectives

1. To engage local citizens in monitoring in the RCWD
2. To provide relevant, accurate data to the RCWD staff and Board on the biological health of the watershed
3. To establish a long-term record of biological data for trend analysis – particularly along recently restored portions of Rice Creek, Hardwood Creek and Clearwater Creek
4. To form positive partnerships between local citizens, program partners, local municipalities and the RCWD staff and Board

SHEP 2026-2027

FMR looks forward to working with the RCWD on SHEP again in 2026-2027.

FMR will recruit three teams of ten to thirteen volunteers. In 2026, we are aiming to add one to two additional positions on Team 1 and Team 2. This would provide additional support on their teams, create opportunities for new people to join and allow for long-term volunteers (10+ years) to mentor incoming participants. Each year, preference is given to returning volunteers and Rice Creek Watershed District residents. With guidance from the MPCA and technical assistance from Bolton & Menk, Inc., these volunteers will be professionally trained in the use of advanced, ecoregion-specific stream monitoring and assessment protocols. Volunteers will monitor nine stream sites in the RCWD to assess stream health at each site.

The program will provide multiple levels of quality control and oversight of the methods employed by the volunteers in the lab and in the field. Upon completion of data collection, analysis and quality assurance, a final report summarizing the monitoring results will be provided to RCWD staff and the public.

Program Description/Work Plan

- **Volunteer Recruitment:** FMR will continue to work with our three dedicated teams of volunteers, consisting of approximately ten to thirteen residents from communities across the Rice Creek watershed. In cases where more volunteers are needed, FMR staff will communicate and follow up with people who have previously expressed an interest in participating in SHEP and, if needed, will collaborate with our partners to gather more participants.
- **Team Leadership:** Each SHEP team will be led by a designated team leader or a team of co-leads. Team leaders are an integral part of SHEP and are selected by program staff in consultation with SHEP volunteers. Team leaders receive a small stipend and are responsible for managing, monitoring activities and communication within their teams. They will also be responsible for maintaining safe conditions during field and lab

activities as needed. Under the guidance of FMR staff and in coordination with Bolton & Menk Inc. Staff, SHEP team leads schedule their field and lab sessions for the coming the SHEP season.

- Training: Advanced volunteer training is essential to the success of SHEP. The SHEP training protocol was developed in partnership with the MPCA, FMR and other partners. SHEP volunteers participate in at least 5 hours of training in the MPCA's benthic macroinvertebrate sampling protocols across a pair of training phases during the season.

Field Training: The field collection and habitat assessment training session (or field training) will be held in August and includes an introduction to macroinvertebrate monitoring, habitat assessment protocols and streamflow measurement protocols. This session also includes benthic macroinvertebrate collection methods under the guidance of Bolton & Menk, Inc. staff.

Laboratory Training: A laboratory analysis training session (or lab training) will be held in September and will focus on benthic macroinvertebrate sample processing and family-level macroinvertebrate identification techniques.

The field and lab training sessions will provide SHEP volunteers with a critical understanding of benthic macroinvertebrate field collection and identification techniques in accordance with MPCA protocols. The training session will be managed by staff from FMR, with instruction provided by Bolton & Menk, Inc. FMR works with Team Leaders and program partners to assign training dates, coordinate with volunteers, and assess any additional training needs.

- Stream Monitoring: SHEP volunteer teams will monitor nine stream sites across the Rice Creek Watershed. Site locations have been determined with input from RCWD staff. Team monitoring sites include

Team One:

- Hardwood Creek Above
- Hardwood Creek Below
- Clearwater Creek

Team Two:

- Rice Creek Above
- Rice Creek Below
- Rice Creek Irondale

Team Three:

- Locke Lake Park
- Locke Lake Above
- Locke Lake Below

- Quality Assurance/Quality Control: Staff from Bolton & Menk, Inc. will perform a quality assurance/quality control (QA/QC) check on all macroinvertebrate samples identified by SHEP volunteers. This check provides program partners and volunteers with a clear understanding of SHEP volunteer identification accuracy rates and ensures maximum

data utility for the RCWD.

- **Reporting of Results:** Program staff will prepare a final written report to be delivered no later than April 30, 2027. Digital and printed copies of this report will be made available for project partners, SHEP volunteers, and other interested agencies, organizations, and individuals upon request. Digital copies of the final report will be made available to the public through FMR's website at www.fmr.org.
- **Volunteer Appreciation and Results Review:** FMR and program partners will plan and host a volunteer appreciation and results review Kick-Off to celebrate the efforts of the SHEP volunteers and review the data results for the season. RCWD staff will be invited to participate in this event.

Program Timeline

Late Spring 2026 - Program Outreach & Development

Finalize program timeline and partnership agreements. Conduct outreach to new groups and recruit new volunteers to participate in the program. Coordination with local partners, cities, and RCWD staff. Develop a schedule of field and lab training events.

Summer 2026 - Recruitment and Training

Continue volunteer recruitment and assign Team Leader positions. Schedule and implement SHEP volunteer trainings and field sampling events.

Fall 2026 - Macroinvertebrate Monitoring and Analysis

Complete volunteer field sampling and laboratory analysis sessions.

Winter 2026/2027 – Reporting

Conduct QA/QC and prepare the final report. Meet with team leads to review the previous year and plan for the coming season. Schedule a volunteer appreciation and results review event.

Spring 2027 – Reporting

Write and deliver the final SHEP program report to RCWD no later than April 30, 2027.

Summer 2027 - Volunteer Appreciation

Host volunteer appreciation and results review event at the annual Kick-Off party for SHEP, where previous team members, returning, and new members all join together to review results and learn about the coming season.

Budget

Proposed 2026-2027 Rice Creek Watershed SHEP Budget

The following proposed budget reflects both expected increases and decreases in staff time and expenses based upon actual costs in 25-26.

<u>Revenue</u>	
Partner	
RCWD	\$27,000
FMR	\$3,346
Total revenue	\$30,346
<u>Expenses</u>	
Item/Task	
FMR Staff time	
Volunteer recruitment, communications and outreach	\$3,4000
Volunteer training	\$3,000
Analysis, review and report	\$3,500
Volunteer appreciation and events	\$1,500
Program management	\$6,700
Expenses subtotal	\$18,100
Consultant	
Stream monitoring, volunteer training, and macroinvertebrate identification (Bolton & Menk)	\$8,085
Other expenses	
Team leader stipends	\$1,500
Meeting expenses (Food and drinks for volunteer appreciation and results review kick-off party, field training, and lab training)	\$460
Facility rental (We currently receive free rental for the majority of our rental spaces because we have an arrangement with a team lead who makes reservations for us. If we didn't have this arrangement, the estimated cost would be around \$1,500. The estimate is based on Lino Lakes Rental Prices and the time needed for Lab Training and an estimate on lab time for each team. We pay \$25 to reserve Lino Park for Kick-Off celebration)	\$25
Equipment	\$1,900
Mileage	\$275
Expenses subtotal	\$4,160
Total expenses	\$30,345

Project Budget Total

2026-2027 Program budget = \$30,345

2026-2027 Request to RCWD board = not to exceed \$27,000

Invoicing

Total invoices for the 2026-2027 Rice Creek Stream Health Evaluation Program are not to exceed \$27,000. FMR will invoice the RCWD on the following schedule: December 31, 2026 for up to \$27,000.

Restrictions

Total invoices for the RCWD for the 2026-2027 Rice Creek Stream Health Evaluation Program are not to exceed \$27,000.

Program Contact Information

Alexandra Jabbarpour | ajabbarpour@fmr.org, 651.477.0934

Community Science & Education Coordinator, Friends of the Mississippi River
106 W Water St, Suite 600, St Paul, MN 55107

Jacob Cunningham | jcunningham@fmr.org, 651.477.0933

Stewardship & Education Program Director, Friends of the Mississippi River
106 W Water St, Suite 600, St Paul, MN 55107

Approvals

Signature:

Matthew Kocian

Lake and Stream Manager - Rice Creek Watershed District

Signature:

Whitney Clark

Executive Director - Friends of the Mississippi River

ITEMS REQUIRING BOARD ACTION

3. Check Register Dated July 8, 2026, in the Amount of \$220,571.72
Prepared by Redpath and Company

Rice Creek Watershed District
Check Register
June 25, 2026 - July 8, 2026
To Be Approved at the July 8, 2026 Board Meeting

Check #	Date	Payee	Description	Amount
26962	06/24/26	Apex Drainage LLC	Construction -Brd approved 6/24/26	30,151.20
26964*	06/29/26	Morrie's	Vehicle Purchase-Brd approved 6/10/26	43,721.50
26965	07/08/26	Carp Solutions, LLC	Professional Services	21,300.00
26966	07/08/26	City of Mounds View	Professional Services	200.00
26967	07/08/26	Empire Pipe Services	Professional Services	4,314.00
26968	07/08/26	Tom Hoffman	Contracted Services	1,950.00
26969	07/08/26	Living Water Tree Service	Contracted Services	6,150.00
26970	07/08/26	Pye-Barker Fire & Safety	Office Supplies	96.00
26971	07/08/26	Renew and Restore	Construction-lease reno budget	2,050.00
26972	07/08/26	Renew and Restore	Construction-lease reno budget	27.73
26973	07/08/26	Rinke Noonan	Legal Expense	8,645.00
26974	07/08/26	Turbo Tim's Anything Automotive	Construction-Mini grant	328.11
26975	07/08/26	WSB & Associates, Inc.	Engineering	250.25
11547	07/08/26	Kuepers Construction	Surety Release - #23-057	2,000.00
11548	07/08/26	M/I Homes of Minneapolis/St. Paul, LLC	Surety Release - #17-122	5,000.00
11549	07/08/26	Northern Natural Gas Company	Surety Release - #25-072	3,000.00
11550	07/08/26	Tomas Commercial Real Estate Holdings, LLC	Surety Release - #22-097	18,200.00
Payroll	07/15/26	July 15th Payroll (estimate)	July 15th Payroll (estimate)	40,945.05
EFT	07/01/26	First Unum Life Insurance Company	June Employee Benefits	762.10
EFT	07/01/26	Delta Dental of Minnesota	July Employee Benefits	1,186.17
EFT	07/08/26	US Bank Equipment Finance	Equipment Lease	691.94
EFT	07/08/26	Comcast	Telecommunications	419.75
EFT	07/08/26	Wex Bank	Vehicle Fuel	778.53
EFT	07/08/26	Xcel Energy	Telecommunications	142.96
EFT	07/08/26	Xcel Energy	Telecommunications	43.04
EFT	07/19/26	Card Services-Elan	June Credit Card	2,300.35
EFT	07/15/26	Internal Revenue Service	7/15 Federal Withholding (estimate)	13,613.42
EFT	07/15/26	Minnesota Revenue	7/15 State Withholding (estimate)	2,607.00
EFT	07/15/26	Voya Retirement	7/15 Deferred Compensation	860.00
EFT	07/15/26	Voya Retirement	7/15 Roth IRA	375.00
EFT	07/15/26	Health Equity	7/15 HSA	453.00
EFT	07/15/26	PERA	7/15 PERA (estimate)	8,009.62
Total				<u><u>\$220,571.72</u></u>

*26963 - Void due to printing error

ITEMS FOR DISCUSSION AND INFORMATION

1. District Engineer Updates and Timeline



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



Date Prepared:
Prepared by:

26-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	\$62,276	\$14,724	N	85.0%	80.9%	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	\$27,013	(\$1,013)	Y	100.0%	103.9%	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	\$29,303	\$80,697	N	25.0%	26.6%	Y	N/A	30-Jun-26	Updated preliminary layouts are completed. We are engaging with City of Centerville staff on follow-up landowner communication.
Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting	Joe Lewis	\$485,000	\$323,920	\$161,080	N	73.0%	66.8%	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	\$62,176	\$39,824	N	80.0%	61.0%	Y	N/A	1-Jun-26	A draft repair report is currently being reviewed by District staff
ACD 53-62 Branches 5 & 6 Final Design Bidding and Construction Management	Adam Nies	\$125,000	\$119,646	\$5,354	N	98.0%	95.7%	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	50.0%	45.6%	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	50.0%	24.5%	Y	N/A	31-Dec-26	HEI completes updates to MS4Front on an as-requested basis.
Hansen Park IESF Rehabilitation	Alex Schmidt	\$18,300	\$3,106	\$15,194	N	65.0%	64.7%	Y	N/A	30-Jun-26	We have completed on-site investigation and nearing completion of a draft plan modification.
Lake Johanna Outlet Final Plans and Const Admin	Chris Otterness	\$73,400	\$3,106	\$70,294	N	15.0%	12.6%	Y	N/A	31-Dec-26	Final plans are nearing completion. We have submitted an application to DNR to amend the existing permit for the outlet.
Eagle Brook Church ACD 72 Water Quality Project	Chris Otterness	\$9,500	\$3,106	\$6,394	N	45.0%	44.4%	Y	N/A	15-Jun-26	We are continuing to evaluate BMP alternatives
RWJD 1 Repair Report	Chris Otterness	\$75,000	\$3,106	\$71,894	N	10.0%	6.9%	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
As-built survey of Public Drainage System Maintenance	Chris Otterness	\$7,000	\$3,106	\$3,894	N	50.0%	51.0%	Y	N/A	1-Jul-26	Survey has been completed. This information will be incorporated into an as-built plan
Hansen Park South Weir Retrofit	Chris Otterness	\$9,000	\$3,106	\$5,894	N	20.0%	24.3%	Y	N/A	10-Jul-26	Survey has been completed. Next step is preparing a retrofit design.

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 June 2026**

