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AUGUST						
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## RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, July 23, 2025, 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/82978113995?pwd=o0xb6QuGYaJglDoc7TL6NWebsG94oE.1>

Passcode: 226654

+1 312 626 6799 US (Chicago)

Webinar ID: 829 7811 3995

Passcode: 226654

## 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: JULY 7, 2025, WORKSHOP; JULY 9, 2025, REGULAR MEETING

### ITEMS REQUIRING BOARD ACTION

1. Minnesota Pollution Control Agency Grant Award Acceptance for Jones Lake Project (David Petry)
2. Houston Engineering Inc. Task Order 2025-012: Jones Lake Final Design and Permitting (David Petry)
3. RCWD 2025 Board of Managers Calendar Adjustment (Nick Tomczik)
4. Check Register Dated July 23, 2025, in the Amount of \$297,565.18 and July Interim Financial Statements Prepared by Redpath and Company

4325 Pheasant Ridge Drive NE #611 | Blaine, MN 55449 | T: 763-398-3070 | F: 763-398-3088 | [www.ricecreek.org](http://www.ricecreek.org)

BOARD OF  
MANAGERS

Jess Robertson  
Anoka County

Steven P. Wagamon  
Anoka County

Michael J. Bradley  
Ramsey County

Marcie Weinandt  
Ramsey County

John J. Waller  
Washington County

## **ITEMS FOR DISCUSSION AND INFORMATION**

1. Staff Reports
2. August Calendar
3. Administrator Updates
4. Manager Updates

**APPROVAL OF MINUTES: JULY 7, 2025, WORKSHOP; JULY 9,  
2025, REGULAR MEETING**

DRAFT

**RCWD BOARD OF MANAGERS WORKSHOP**

Monday, July 7, 2025

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

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

Attendance: Mike Bradley, John Waller, Jess Robertson, Marcie Weinandt (video-conference)

Absent: Steve Wagamon-with prior notice

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

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

Visitors: Aaron Berg & Jack Davis from the City of Columbus, Chris Stowe, Catherine Decker

**Anoka County Ditch 10-22-32 Alternative 4**

The Board discussed with staff and consultants the potential implementation of Alternative 4, which involves lowering culverts to ACSIC and mitigating public waters' impacts. They reviewed the costs associated with the project, including requirements for an EAW, wetland mitigation and DNR permitting. The Board considered whether to proceed with the cost determination process, which would involve further investigation and potentially refine the cost estimate. The Board noted that there was no immediate deadline for this decision.

The Board by consensus agreed not to consider this item at their Wednesday Board meeting. The Board will consider potential additional information from Manager Wagamon regarding the Jordell culvert.

**Anoka County Ditch 15 (ACD 15) Outlet Channel Overflow Study**

Drainage and Facilities Manager Schmidt and District Engineer Otterness discuss with the Board modifications to ACD 15 in Columbus, focusing on drainage issues and the impact on Browns Preserve Wetland Bank. Staff presented three alternatives to address drainage concerns, with Alternative 2 (installing a culvert with a flap gate) recommended as the best solution. The Board by consensus agreed to move forward with Alternative 2, which will allow low-flow drainage while maintaining the wetland bank's hydrology requirements. The project will be funded



32 through the minor maintenance budget and using any remaining ACD 15/JD 4 water  
33 management district funds.

34  
35 Manager Weinandt left the meeting at 10:03 due to a prior commitment.

### 36 37 **Draft 2026 Budget**

38 Administrator Tomczik reviewed the draft budget with the Board.

39  
40 The Board requested the detailed information of the staff memo on the budget be placed on the  
41 summary page (page 1) under the budget sub-accounts to identify accounts/projects, any  
42 associated grant funding and previous steps approved.

43  
44 The Board discussed the budget hearing schedules and timing, with a focus on potentially moving  
45 the public hearing date to allow more time for staff and the Board to review the budget. The  
46 Board agreed to schedule a budget workshop at 9 a.m. at the district office for July 29<sup>th</sup> or 30<sup>th</sup>.  
47 Staff will poll the Board and finalize the date.

### 48 49 **Administrator Updates**

- 50 • Anoka County Ditch 53-62, Branches 5 and 6 Repair Report & Water Management District  
51 public hearing will be held on August 13, 2025, 9 a.m. during the regular meeting.
- 52 • Received communications from Mr. Robinson that the completed work downstream of  
53 his property on ACD 10-22-32 looked good.
- 54 • Updated the Board on the landlord's lease proposal and next steps
- 55 • Withdrawn 2026 BWSR Water Quality and Storage grant from BWSR was re-instated for  
56 Hardwood Creek/JD2 watershed storage study
- 57 • Upcoming virtual meeting for MN Watersheds Annual Meeting on Resolutions and  
58 Petitions on August 25<sup>th</sup> beginning at 10 a.m. The resolution packet will be made available  
59 upcoming meeting.

60  
61 The workshop was adjourned at 11:11 a.m.

For Consideration of Approval at the July 23, 2025 Board Meeting.  
Use these minutes only for reference until that time.

## REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, July 9, 2025

Mounds View City Hall Council Chambers  
2401 County Road 10, Mounds View, Minnesota  
and

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

## Minutes

### CALL TO ORDER

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

### ROLL CALL

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

Absent: 2<sup>nd</sup> Vice-Pres. Steve Wagamon (with prior notice)

Staff Present: District Administrator Nick Tomczik, Regulatory Manager Patrick Hughes, Drainage & Facilities Manager Tom Schmidt, Lake and Stream Manager Matt Kocian, Technician Emmet Hurley (video-conference), Office Manager Theresa Stasica

Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI) and District Attorney John Kolb from Rinke Noonan (video-conference)

Visitors: Catherine Decker, Chris Stowe

### OPEN MIC/PUBLIC COMMENT

Catherine Decker, 614 Pine Street, read aloud a statement expressing her concerns related to ACD 10-22-32 regarding drainage/flooding issues, and the ethics of various Board members. Ms. Decker provided the Board and the Office Manager a copy of her statement to be included in the District's meeting file.

Chris Stowe, 426 Pine Street, read aloud a statement related to his concerns surrounding the process used by the District for the use of wetland credits, concerns about potential ethics violations related to projects getting preferential treatment due to members of the Board living in those areas, drainage/flooding issues near his property, and how the District uses the money they receive from taxpayers.

Ms. Decker provided Mr. Stowe's statement to the Office Manager to be distributed to the Board and included in the District's meeting file.

### **SETTING OF THE AGENDA**

District Administrator Tomcik explained that at the July 7, 2025, Workshop meeting, there was consensus of the Board to not act on ACD 10-22-32, so Action item #1, Anoka County Ditch 10-22-32 Alternative 4, to be removed from the agenda.

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

### **READING OF THE MINUTES AND THEIR APPROVAL**

***Minutes of the June 23, 2025, Board of Managers Regular Meeting. Motion by Manager Robertson, seconded by Manager Waller, to approve the minutes as presented. Motion carried 4-0.***

### **CONSENT AGENDA**

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

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

<b>No.</b>	<b>Applicant</b>	<b>Location</b>	<b>Plan Type</b>	<b>Recommendation</b>
23-059	The Orchard Group, LLC	Dellwood	After-the-fact single-family home build	Post Issued Amended CAPROC 5 items
25-052	Xavis Properties, LLC	Mahtomedi	Final Site Drainage Plan Land Development Wetland Alteration	CAPROC 9 items
25-063	Gregory S. Morenson; Leslie Holt	St. Anthony	Final Site Drainage Plan	CAPROC 6 items

Manager Weinandt referenced Permit No. 25-063 and asked if this was a new area within the District.

Regulatory Manager Hughes stated that this area was not part of the realignment and was already located within the District.

***It was moved by Manager Robertson and seconded by Manager Weinandt, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated July 1, 2025. Motion carried 4-0.***

### **ITEMS REQUIRING BOARD ACTION**

**1. Silver Lake Carp Management Contract**

70 Lake & Stream Manager Kocian shared a brief presentation regarding the background of Silver Lake,  
71 water quality issues, past carp management efforts, proposed carp management driven by the lake  
72 residents, and reviewed the proposal from WSB for a carp management contract.  
73

74 Manager Waller stated that, to him, this was a necessary continuous program that managed erosion  
75 control below the water level. He asked if this program would be able to tell the District where  
76 the carp were migrating so they may be able to set up another electronic corral system in the future.  
77

78 Lake and Stream Manager Kocian acknowledged that the proposed agreement would look at carp  
79 movement and noted that the Silver Lake system is much less complex than the Long Lake/Lino  
80 Lakes chain system. He stated that because of this, the solution may be lower tech, such as a  
81 barrier system.  
82

83 Manager Waller asked if there would be a possibility of the DNR stocking the lake with some type  
84 of crappie that would eat the carp eggs.  
85

86 Lake and Stream Manager Kocian stated that both bluegill and crappie can eat carp eggs and noted  
87 that the DNR had stocked it a few years ago after a partial winter kill and believes that they would  
88 consider doing it in the future, if they deemed it necessary.  
89

90 Manager Waller stated that he would like to see it done regularly, as part of ongoing carp  
91 management efforts, and asked Lake and Stream Manager Kocian to encourage the DNR to consider  
92 that.  
93

94 Manager Robertson asked if the depth of Silver Lake fluctuated or if it was typically at 5 feet, besides  
95 the 40-foot hole. She asked if the depth of the lake impacted the ability to manage things like  
96 algae blooms in the long term.  
97

98 Lake and Stream Manager Kocian stated that the lake depth does not fluctuate much and noted that  
99 the shallowness of the lake did make it more difficult to manage. He stated that fish kills have  
100 been a problem in the past, and explained that the shallowness of the lake was a contributing factor  
101 to that, which can also increase the carp population. He also noted that a new aerator was recently  
102 installed, which should prevent future winterkill.  
103

104 Manager Robertson asked about the engagement that had taken place with residents and asked if  
105 they had talked about reducing the use of lawn care products.  
106

107 Lake and Stream Manager Kocian stated that those types of conversations were happening and  
108 explained that most residential fertilizers do not contain phosphorus, but do contain nitrogen, which  
109 can boost algae blooms. He noted that there are some new residents and leaders around the lake

and explained that they were driving some of those points about the reduction of chemicals and fertilizers.

Manager Weinandt stated that half of the lake is part of the Three Rivers Park District and asked if the resident leadership had discussed establishing a lake association.

Lake and Stream Manager Kocian stated that there was already a lake association, but he was unsure how official it was.

***Motion by Manager Weinandt, seconded by Manager Waller, to authorize the Administrator to enter into a professional services agreement with WSB, Inc. for an amount not to exceed \$46,029.00. The District Administrator is further authorized to approve contract amendments for additional work, not to exceed 10% of the contract cost (\$4,603). Motion carried 4-0.***

**2. HEI Task Order 2025-015 Lake Johanna Outlet Structure Feasibility Study**

Public Drainage & Facilities Manager Schmidt explained that Lake Johanna has been subject to historic flooding issues. He noted that the District had built the outlet structure in the late 1970s to address the fluctuating lake levels. He explained that the existing structure has deteriorated to the point where it can no longer be repaired.

District Engineer Otterness agreed that the structure was in very bad condition and stated that they had spoken with Ramsey County Parks to make sure it was closed off for the protection of the public. He stated that the hope was to be able to complete the planning and the work could be done next summer.

Public Drainage & Facilities Manager Schmidt stated that he had checked on the structure yesterday, and it remains roped off, but noted that there was somebody on it fishing when he was there.

***Motion by Manager Weinandt, seconded by Manager Robertson, to approve Task Order 2025 - 015, Lake Johanna Outlet Structure Feasibility Study, not to exceed \$13,000, and further authorizes the District administrator to sign the task order.***

Manager Waller stated that the overall plan from 1974 was for flood control, so this structure was a long-term responsibility for the District.

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

**3. Check Register July 9, 2025, in the Amount of \$185,611.14 Prepared by Redpath and Company**

***Motion by Manager Weinandt, seconded by Manager Robertson, to approve check register dated July 9, 2025, in the Amount of \$185,611.14 prepared by Redpath and Company. Motion carried 4-0.***

## **ITEMS FOR DISCUSSION AND INFORMATION**

### **1. District Engineer Updates and Timeline**

### **2. Administrator Updates**

District Administrator Tomczik stated that the Oasis and White Bear Lake Iron Enhanced Sand Filters were up and running, and Hanson Park repair work should be coming to a conclusion by Friday. He reminded the Board that they intended to schedule the public hearing for ACD 53-62, branch 5, 6 for August 13, 2025, at the regular Board meeting. He noted that the District staff engaged BWSR regarding water quality and storage grant, and found out that the District was once again eligible for that grant. He stated that last night, he participated in a Centerville meeting for the Empowering Small Minnesota Communities program, which is a cooperative effort with the University of Minnesota. He noted to Centerville staff the District's work on JD3 and noted that the Centerville staff and City Council member has been pleased with the work that has been done on Centerville Lake. He reminded the Board that they had set July 30, 2025, as the date for a secondary workshop to discuss budget items.

### **3. Manager's Updates**

Manager Waller stated that, as mentioned at the recent workshop, he felt that the term 'restoration' was not very clear and would like to see if clarified a bit more. He explained that he brought with him the 1974 preliminary plan and noted that this eventually became the Watershed District Management Plan. He noted that the emphasis in this plan was on flood control and drainage and highlighted some of the items included in the plan.

Manager Weinandt stated that the Metro Watersheds has an online meeting on July 15, 2025. She noted that she had attended the Minnesota Watersheds meeting that was held in Roseau. She explained that she had brought back some interesting fact sheets from the Minnesota Watersheds meeting that she would give to Office Manager Stasica for possible use by District staff.

Manager Robertson stated that she would not be in attendance at the July 23, 2025, meeting.

President Bradley stated that if people wanted to know about the District's responsibilities, they can look at the Statute, which lists their authorities and also the District plans, which reflect their statutory obligations, which are broader than just drainage. He stated that he felt they had an excellent balance in their programs and that balance should be maintained moving forward.

190 **ADJOURNMENT**

191 ***Motion by Manager Robertson, seconded by Manager Bradley, to adjourn the meeting at 9:44 a.m.***

192 ***Motion carried 4-0.***

193

## **ITEMS REQUIRING BOARD ACTION**

1. Minnesota Pollution Control Agency Grant Award Acceptance for Jones Lake Project (David Petry)



# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 2, 2025  
**To:** RCWD Board of Managers  
**From:** David Petry, Project Manager  
**Subject:** Acceptance of MPCA Grant Award for Jones Lake Project

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### **Introduction**

Rice Creek Watershed District (RCWD) is seeking funding to implement the Jones Lake Project for flood damage reduction along the I-35W Corridor in New Brighton from a variety of potential funding sources. Staff request Board authorization for the Administrator to execute the MPCA FY25 Stormwater Implementation Grant Agreement for the Jones Lake Outlet Modification and Dredging Project.

### **Background**

The Jones Lake Outlet Modification and Dredging Project has several components, including 1) replacement of the failing existing water control structure, 2) excavation of a sediment forebay, 3) open water dredging of Jones Lake, and 4) excavation of fringe sediments to increase its capacity. The proposed components are aimed at reducing downstream flows and peak flood elevations, while also providing flood storage capacity for other conveyance improvement projects. The current estimate for engineering and construction is \$7.8M.

RCWD has been awarded \$1,173,207.42 through the Minnesota Pollution Control Agency (MPCA) FY 25 Stormwater Implementation Grant. The Jones Lake project has been split into phases to best utilize the available funding while continuing to seek additional funding.

This grant will implement Phase 1 of the Jones Lake project, including preparation of final construction plans and bid package and regulatory coordination for the entire project, as well as construction of the new water control structure, sediment forebay, and any dredging as funds allow. Future phase(s) will complete the open water dredging and fringe sediment excavation.

The budgeted cash match for this grant is \$134,633.00 and was included in the approved 2025 budget under sub-fund 60-08 RCD 2, 3 & 5 Basic Water Management Projects. The grant has a hard deadline of June 30, 2027.

### **Staff Recommendation**

Staff recommend the Board of Managers authorize the Administrator to execute the grant agreement for the MPCA FY25 Stormwater Implementation Grant for the Jones Lake Outlet Modification and Dredging Project.

### **Proposed Motion**

Manager \_\_\_\_\_ moves to authorize the Administrator to execute the grant agreement to accept \$1,173,207.42 for the MPCA FY25 Stormwater Implementation Grant for the Jones Lake Outlet Modification and Dredging Project, seconded by Manager \_\_\_\_\_.

### **Attachments**

- Grant Agreement - MPCA FY25 Stormwater Implementation: Jones Lake Project
- Attachment A: Budget- MPCA FY25 Stormwater Implementation: Jones Project
- Attachment B: Prevailing Wage (Ramsey) - MPCA FY25 Stormwater Implementation: Jones Project

This grant agreement is between the state of Minnesota, acting through its Commissioner of the **Minnesota Pollution Control Agency**, 520 Lafayette Road North, St. Paul, Minnesota 55155-4194 ("MPCA" or "State"), and **Rice Creek Watershed District**, 4325 Pheasant Ridge Dr, NE Ste 61, Blaine, MN 55449 ("Grantee").

## Recitals

1. Under Minn. Stat. § 116.03, subd. 2, the State is empowered to enter into this grant.
2. The State is in need of the **Jones Lake Outlet Modification and Dredging Project** ("Project").
3. Grantee will comply with required grants management policies and procedures set forth through [Minn. Stat. § 16B.97](#), subd. 4(a)(1).
4. The Grantee represents that it is duly qualified and agrees to perform all services described in this grant agreement to the satisfaction of the State. Pursuant to [Minn. Stat. § 16B.98](#), subd. 1, the Grantee agrees to minimize administrative costs as a condition of this grant.

## Grant Agreement

### 1. Term of Grant Agreement

- 1.1 **Effective date:** **July 7, 2025**, Per [Minn. Stat. § 16B.98](#), subd. 5, the Grantee must not begin work until this grant contract is fully executed and the State's Authorized Representative has notified the Grantee that work may commence. Per [Minn. Stat. § 16B.98](#), subd. 7, no payments will be made to the Grantee until this grant agreement is fully executed.
- 1.2 **Expiration date:** **June 30, 2027**, or until all obligations have been satisfactorily fulfilled, whichever occurs first.
- 1.3 **Survival of terms.** The following clauses survive the expiration or cancellation of this grant agreement: Indemnification; State Audits; Government Data Practices and Intellectual Property; Publicity and Endorsement; Governing Law, Jurisdiction, and Venue; and Data Disclosure.

### 2. Grantee's duties

The Grantee will contract, manage, and implement the construction of the Project. The Grantee will construct the Project, project capacity and features in a way that is consistent with documented agreed upon attributes.

### 3. Time

The Grantee must comply with all the time requirements described in this grant agreement. In the performance of this grant agreement, time is of the essence.

### 4. Consideration and payment

- 4.1 **Consideration.** The State will pay for all services performed by the Grantee under this grant agreement as follows:

- (a) **Compensation.** The Grantee will be compensated for eligible costs related to the project listed in Clause 2 and as outlined in **Attachment A**, which is attached and incorporated into this agreement. Items that are determined ineligible will not be reimbursed. The total obligation includes **\$0.00 (Zero Dollars)** for contingency costs. The Grantee must submit a request in writing to the MPCA for approval prior to using the contingency funds.
- (b) **Travel expenses.** Reimbursement for travel and subsistence expenses actually and necessarily incurred by the Grantee as a result of this grant agreement will not exceed \$0.00; provided that the Grantee will be reimbursed for travel and subsistence expenses in the same manner and in no greater amount than provided in the current "Commissioner's Plan" promulgated by the Commissioner of Minnesota Management and Budget (MMB). The Grantee will not be reimbursed for travel and subsistence expenses incurred outside Minnesota unless it has received the State's prior written approval for out of state travel. Minnesota will be considered the home state for determining whether travel is out of state.
- (c) **Total obligation.** The total obligation of the State for all compensation and reimbursements to the Grantee under this grant agreement will not exceed **\$1,173,207.42 (One Million One Hundred Seventy Three Thousand Two Hundred and Seven Dollars and Forty Two Cents)**.

#### 4.2 **Payment**

- (a) **Invoices.** The State will promptly pay the Grantee after the Grantee presents an itemized invoice for the services actually performed and the State's Authorized Representative accepts the invoiced services. Invoices must be submitted timely and according to the following schedule:

Invoices for expenses incurred to-date may be submitted as frequently as monthly. First invoice is encouraged no later than 6 (six) months or midway through the project, whichever comes first. Emailed progress reports about the status of the project are required to be provided to the State's Authorized Representative whenever an invoice is submitted to MPCA Accounts Payable. The State's Authorized Representative will not approve an invoice through the state system without this progress report. A final invoice for payment of remaining grant funds expended by the project is required to be submitted at the completion of the project after a Grant Project Final Report, in a format provided to the Grantee by the MPCA, has been submitted to the State's Authorized Representative and approved. Payment of the final 10% (ten percent) of grant funds will be held back until the project is completed satisfactorily and all deliverables have been submitted and approved.

Invoices must be emailed to [mpca.ap@state.mn.us](mailto:mpca.ap@state.mn.us), and contain the following information:

- Name of Grantee
- Grantee project manager
- Project grant amount
- Grant funds expended this invoice
- Matching funds expended this invoice
- Grant funds expended to date
- Matching funds expended to date
- Invoice number
- Invoice date
- MPCA project manager;
- SWIFT Contract No.
- Invoicing period (actual working period)
- Consultant costs; invoices may be requested
- Time breakdown of invoice. Amount billed to date for work, including itemization of actual hourly rates
- Itemized per diem expenses; receipts may be requested to be submitted with invoice

- Copies of paid in full invoices
- Other items as requested

If there is a problem with submitting an invoice electronically, please contact the Accounts Payable Unit at 651-757-2491.

The Grantee shall submit an invoice for the final payment within 15 (fifteen) days of the original or amended end date of this grant agreement. The State reserves the right to review submitted invoices after 15 (fifteen) days and make a determination as to payment.

- (b) The Grantee must promptly return to the State any unexpended funds that have not been accounted for annually in a financial report to the State due at grant closeout.

#### 4.3 Contracting and bidding requirements

Per [Minn. Stat. §471.345](#), grantees that are municipalities as defined in Subd. 1 must follow the law.

- (a) For projects that include construction work and have a total project cost of \$25,000 or more, prevailing wage rules apply per [Minn. Stat. §§ 177.41](#) through [177.44](#); consequently, the bid request must state the project is subject to prevailing wage. These rules require that the wages of laborers and workers should be comparable to wages paid for similar work in the community as a whole. A prevailing wage form should accompany these bid submittals.
- (b) The grantee must not contract with vendors who are suspended or debarred in Minnesota (found on the Minnesota Department of Administration website at <https://mn.gov/admin/osp/government/suspended-debarred/>).

#### 4.4 Prevailing Wage

Pursuant to Minnesota Statutes 177.41 to 177.44 and corresponding Minnesota Rules 5200.1000 to 5200.1120, this contract is subject to the prevailing wages as established by the Minnesota Department of Labor and Industry. Specifically, all contractors and subcontractors must pay all laborers and mechanics the established prevailing wages for work performed under the contract. Failure to comply with the aforementioned may result in civil or criminal penalties. Rates are listed in **Attachment B**.

In compliance with Minn. Stat. § 177.43, subd. 3 and §177.44, subd. 5, the wages of laborers, workers, and the mechanics on projects financed in whole or part by State Funds should be comparable to wages paid for similar work in the community as a whole. Project includes erection, construction, remodeling, or repairing of a public building or other public work financed in whole or part by State funds.

Any work on real property which uses the skill sets of any trades covered by Labor Code and Class under prevailing wages is construction and requires prevailing wages. See [Prevailing-wage information | Minnesota Department of Labor and Industry \(mn.gov\)](#) for a list of affected trades.

The Contractor shall pay prevailing wages to its employees when conducting construction activities under this agreement.

**Applicability.** In accordance with Minn. Stat. § 177.43, subd. 7. This does not apply to an agreement or work under an agreement, under which:

- A. the estimated total cost of completing the project is less than \$2,500 and only one trade or occupation is required to complete the work; or
- B. the estimated total cost of completing the project is less than \$25,000 and more than one trade or occupation is required to complete it.

**Choose from Commercial, Highway/Heavy, or Residential Wage Rates:**

The prevailing wage rate requirements are attached as **Attachment B**.

#### **Prevailing Wage Payroll Information:**

In accordance with Minn. Stat. § 177.30, subd. 4, and § 177.43, subd. 3, the Contractor and Subcontractor shall furnish to the Contracting Authority and the Project Owner:

- All payrolls, of all workers on the project, a certified payroll report via e-mail as attachments, a State of Minnesota Prevailing Wage Payroll Report as a Microsoft Excel file and Statement of Compliance Form as a PDF file to the appropriate e-mail addresses: [prevailingwage.pca@state.mn.us](mailto:prevailingwage.pca@state.mn.us) and MPCA's Authorized Representative listed in Clause 6.
- The Subject line on the Contractor's or Subcontractor's e-mail must give their firm's name and the Contract or Purchase Order Number.
- These completed forms must be furnished not more than 14 days after the end of each pay period.
- The State of Minnesota Prevailing Wage Payroll Report and Statement of Compliance Form are available on the MMD website at [Certified payroll form; statement of compliance \(mn.gov\)](https://www.mmd.mn.gov/Certified-payroll-form;statement-of-compliance-(mn.gov)). Submit the completed and signed State of Minnesota Prevailing Wage Payroll Report as a Microsoft Excel file and the Statement of Compliance Form as a PDF file, no other payroll forms will be accepted to meet this requirement.

The prevailing wage payroll information forms that are submitted shall be maintained by the contracting agency for a minimum of three years after final payment has been made on the project. All of the data provided on the Prevailing Wage Payroll Information Form will be public data, which is available to anyone upon request.

Refer vendor questions regarding the Prevailing Wage Laws to the Department of Labor and Industry at 651-284-5091 or visit the website for Labor Standards Section, Prevailing Wage [Prevailing-wage information | Minnesota Department of Labor and Industry \(mn.gov\)](https://www.dli.state.mn.us/Prevailing-wage-information-|Minnesota-Department-of-Labor-and-Industry-(mn.gov)).

All construction work needs an IC-134 form submitted by the Contractor before payment can be made. The Contractor can find a copy of the IC-134 online at the Minnesota Department of Revenue website at <https://www.revenue.state.mn.us/sites/default/files/2019-01/ic134.pdf>.

#### **5. Conditions of Payment**

All services provided by the Grantee under this grant agreement must be performed to the State's satisfaction, as determined at the sole discretion of the State's Authorized Representative and in accordance with all applicable federal, state, and local laws, ordinances, rules, and regulations. The Grantee will not receive payment for work found by the State to be unsatisfactory or performed in violation of federal, state, or local law.

#### **6. Authorized Representative**

The State's Authorized Representative is **Aimee Duchene**, 714 Lake Avenue, Suite 220, Detroit Lakes, MN 56501, 218-846-8133, [aimee.duchene@state.mn.us](mailto:aimee.duchene@state.mn.us), or their successor, and has the authority to monitor the Grantee's performance and to accept the services provided under this agreement.

The Grantee's Authorized Representative is **Nick Tomczik**, 4325 Pheasant Ridge Dr, NE Ste 61, Blaine, MN 55449, 763-398-3079, [ntomczik@ricecreek.org](mailto:ntomczik@ricecreek.org), or their successor. If the Grantee's Authorized Representative changes at any time during this grant agreement, the Grantee must immediately notify the State.

## 7. Assignment, Amendments, Change Orders, Waiver, and Grant Agreement complete

- 7.1 **Assignment.** The Grantee shall neither assign nor transfer any rights or obligations under this grant agreement without the prior written consent of the State, approved by the same parties who executed and approved this grant agreement, or their successors in office.
- 7.2 **Amendments.** Any amendments to this grant agreement must be in writing and will not be effective until it has been executed and approved by the same parties who executed and approved the original grant agreement, or their successors in office.
- 7.3 **Change Orders.** If the State's Project Manager or the Grantee's Authorized Representative identifies a change needed in the budget, either party may initiate a Change Order using the Change Order Form provided by the MPCA. Change Orders may not delay or jeopardize the success of the Project, alter the overall scope of the Project, increase or decrease the overall amount of the Contract/Agreement, or cause an extension of the term of this Agreement. Major changes require an Amendment rather than a Change Order.
- The Change Order Form must be approved and signed by the State's Project Manager and the Grantee's Authorized Representative **in advance of doing the work**. Documented changes will then become an integral and enforceable part of the Agreement. The MPCA has the sole discretion on the determination of whether a requested change is a Change Order or an Amendment. The state reserves the right to refuse any Change Order requests.
- 7.4 **Waiver.** If the State fails to enforce any provision of this grant agreement, that failure does not waive the provision or the State's right to enforce it.
- 7.5 **Grant Agreement complete.** This grant agreement contains all negotiations and agreements between the State and the Grantee. No other understanding regarding this grant agreement, whether written or oral, may be used to bind either party.

## 8. Indemnification

The Grantee must indemnify, save, and hold the State, its agents, and employees harmless from any claims or causes of action, including attorney's fees incurred by the State, arising from the performance of this grant agreement by the Grantee or the Grantee's agents or employees. This clause will not be construed to bar any legal remedies the Grantee may have for the State's failure to fulfill its obligations under this grant agreement.

## 9. State audits

Under [Minn. Stat. § 16B.98](#), subd.8, the Grantee's books, records, documents, and accounting procedures and practices of the Grantee or other party relevant to this grant agreement or transaction are subject to examination by the State and/or the State Auditor or Legislative Auditor, as appropriate, for a minimum of six years from the end of this grant agreement, receipt and approval of all final reports, or the required period of time to satisfy all state and program retention requirements, whichever is later.

## 10. Government data practices and intellectual property

10.1 **Government data practices.** The Grantee and State must comply with the Minnesota Government Data Practices Act, [Minn. Stat. Ch. 13](#), as it applies to all data provided by the State under this grant agreement, and as it applies to all data created, collected, received, stored, used, maintained, or disseminated by the Grantee under this grant agreement. The civil remedies of [Minn. Stat. § 13.08](#) apply to the release of the data referred to in this clause by either the Grantee or the State. If the Grantee receives a request to release the data referred to in this Clause, the Grantee must immediately notify the State. The State will give the Grantee instructions concerning the release of the data to the requesting party before the data is released. The Grantee's response to the request shall comply with applicable law.

### 10.2 Intellectual property rights

- (a) **Intellectual property rights.** The State owns all rights, title and interest in all of the intellectual property rights, including copyrights, patents, trade secrets, trademarks, and service marks in the Works and Documents created and paid for under this grant agreement. Works means all inventions, improvements, discoveries (whether or not patentable), databases, computer programs, reports, notes, studies,

photographs, negatives, designs, drawings specifications, materials, tapes, and disks conceived, reduced to practice, created or originated by the Grantee, its employees, agents, and subcontractors, either individually or jointly with others in the performance of this grant agreement. Works includes "Documents." Documents are the originals of any databases, computer programs, reports, notes studies, photographs, negatives, designs, drawings, specifications, materials, tapes, disks, or other materials, whether in tangible or electronic forms, prepared by the Grantee, its employees, agents, or subcontractors, in the performance of this grant agreement. The Documents shall be the exclusive property of the State and all such Documents must be immediately returned to the State by the Grantee, at the Grantee's expense, upon the written request of the State, or upon completion, termination, or cancellation of this grant agreement. To the extent possible, those Works eligible for copyright protection under the United States' Copyright Act will be deemed to be "works made for hire." The Grantee assigns all right, title, and interest it may have in the Works and the Documents to the State. The Grantee must, at the request of the State, execute all papers and perform all other acts necessary to transfer or record the State's ownership interest in the Works and Documents.

(b) **Obligations.**

- (1) **Notification.** Whenever any invention, improvement, or discovery (whether or not patentable) is made or conceived for the first time or actually or constructively reduced to practice by the Grantee, including its employees and subcontractors, in the performance of this grant agreement, the Grantee shall immediately give the State's Authorized Representative written notice thereof, and must promptly furnish the Authorized Representative with complete information and/or disclosure therein.
- (2) **Representation.** The Grantee must perform all acts, and take all steps necessary to ensure that all intellectual property rights in the Works and Documents are the sole property of the State, and that neither Grantee nor its employees, agents, or subcontractors retain any interest in and to the Works and Documents. The Grantee represents and warrants that the Works and Documents do not and will not infringe upon any intellectual property rights of other persons or entities. Notwithstanding Clause Liability, the Grantee shall indemnify, defend, to the extent permitted by the Attorney General, and hold harmless the State, at the Grantee's expense, from any action or claim brought against the State to the extent that it is based on a claim that all or part of the Works or Documents infringe upon the intellectual property rights of others. The Grantee will be responsible for payment of any and all such claims, demands, obligations, liabilities, costs, and damages, including, but not limited to, attorney fees. If such a claim or action arises or in Grantee's or the State's opinion is likely to arise, the Grantee must, at the State's discretion, either procure for the State the right or license to use the intellectual property rights at issue or replace or modify the allegedly infringing Works or Documents as necessary and appropriate to obviate the infringement claim. This remedy of the State will be in addition to and not exclusive of other remedies provided by law.
- (3) **License.** The State hereby grants a limited, no-fee, noncommercial license to the Grantee to enable the Grantee's employees engaged in research and scholarly pursuits to make, have made, reproduce, modify, distribute, perform, and otherwise use the Works, including Documents, for research activities or to publish in scholarly or professional journals, provided that any existing or future intellectual property rights in the Works or Documents (including patents, licenses, trade or service marks, trade secrets, or copyrights) are not prejudiced or infringed upon, that the Minnesota Data Practices Act is complied with, and that individual rights to privacy are not violated. The Grantee shall indemnify and hold harmless the State for any claim or action based on the Grantee's use of the Works or Documents under the provisions of Clause 10.2(b)(2). Said license is subject to the State's publicity and acknowledgement requirements set forth in this grant agreement. The Grantee may reproduce and retain a copy of the Documents for research and academic use. The Grantee is responsible for security of the Grantee's copy of the Documents. A copy of any articles, materials or documents produced by the Grantee's employees, in any form, using or derived from the subject matter of this license, shall be promptly delivered without cost to the State.



## **11. Workers' compensation**

The Grantee certifies that it is in compliance with [Minn. Stat. § 176.181](#), subd. 2, pertaining to workers' compensation insurance coverage. The Grantee's employees and agents will not be considered State employees. Any claims that may arise under the Minnesota Workers' Compensation Act on behalf of these employees and any claims made by any third party as a consequence of any act or omission on the part of these employees are in no way the State's obligation or responsibility.

## **12. Publicity and endorsement**

**12.1 Publicity.** Any publicity regarding the subject matter of this grant agreement must identify the State as the sponsoring agency and must not be released without prior written approval from the State's Authorized Representative. For purposes of this provision, publicity includes notices, informational pamphlets, press releases, research, reports, signs, and similar public notices prepared by or for the Grantee individually or jointly with others, or any subcontractors, with respect to the program, publications, or services provided resulting from this grant agreement.

**12.2 Endorsement.** The Grantee must not claim that the State endorses its products or services.

## **13. Governing law, jurisdiction, and venue**

Minnesota law, without regard to its choice-of-law provisions, governs this grant agreement. Venue for all legal proceedings out of this grant agreement, or its breach, must be in the appropriate state or federal court with competent jurisdiction in Ramsey County, Minnesota.

## **14. Termination**

### **14.1 Termination by the State.**

#### **14.1 (a) Without Cause**

The State may terminate this grant contract agreement without cause, upon 30 days' written notice to the Grantee. Upon termination, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed.

#### **14.1 (b) With Cause**

The State may immediately terminate this grant contract agreement if the State finds that there has been a failure to comply with the provisions of this grant contract, that reasonable progress has not been made or that the purposes for which the funds were granted have not been or will not be fulfilled. The State may take action to protect the interests of the State of Minnesota, including the refusal to disburse additional funds and requiring the return of all or part of the funds already disbursed.

### **14.2 Termination by the Commissioner of Administration**

The Commissioner of Administration may immediately and unilaterally cancel this grant contract agreement if further performance under the agreement would not serve agency purposes or is not in the best interest of the State.

### **14.3 Termination for Insufficient Funding**

The State may immediately terminate this grant contract if:

- (a) Funding is withdrawn by the Minnesota Legislature;
- (b) Or, if funding cannot be continued at a level sufficient to allow for the payment of the services covered here. Termination must be by written or fax notice to the Grantee. The State is not obligated to pay for any services that are provided after notice and effective date of termination. However, the Grantee will be entitled to payment, determined on a pro rata basis, for services satisfactorily performed to the extent that funds are available. The State will not be assessed any penalty if the contract is terminated because of the decision of the Minnesota Legislature, or other funding source, not to appropriate funds. The State must provide the Grantee notice of the lack of funding within a reasonable time of the State's receiving that notice.

## **15. Data disclosure**

Under [Minn. Stat. § 270C.65](#), subd. 3, and other applicable law, the Grantee consents to disclosure of its social security number, federal employer tax identification number, and/or Minnesota tax identification number, already provided to the State, to federal and state tax agencies and state personnel involved in the payment of state



obligations. These identification numbers may be used in the enforcement of federal and state tax laws which could result in action requiring the Grantee to file state tax returns and pay delinquent state tax liabilities, if any. To protect Grantee's personal data, Grantee is strongly encouraged to obtain and use a Minnesota tax identification number.

#### 16. Reporting requirements

**Construction.** The Grantee shall notify the MPCA when project construction begins and ends. The project needs to be available to MPCA staff during and after construction.

**Progress Report.** The Grantee shall provide a progress report (in a format provided by the MPCA) on a six-month schedule and whenever an invoice is submitted, or upon request. This progress report will include metrics as appropriate for the project.

**Final Report.** By the date specified in the grant agreement and in a format provided by the MPCA, the Grantee shall submit a final report to the MPCA, including as-builts, relevant metrics and all project deliverables identified in the application. MPCA will need to certify that the project has been constructed as described in the application.

If the MPCA determines that the information submitted in the Final Report and/or Project Deliverables is inadequate, the Grantee shall prepare and submit additional / corrected information reasonably requested by the MPCA. The Final Report and Project Deliverables shall not be approved by the MPCA and final payment shall not be disbursed unless the Report and Deliverables contains the specified information to the satisfaction of the MPCA.

#### 17. Payment to subcontractors (if applicable)

As required by Minn. Stat. § 16A.1245, the prime contractor must pay all subcontractors, less any retainage, within 10 calendar days of the prime contractor's receipt of payment from the State for undisputed services provided by the subcontractor(s) and must pay interest at the rate of one and one-half percent per month or any part of a month to the subcontractor(s) on any undisputed amount not paid on time to the subcontractor(s).

#### Signatures

Title

Name

Signature

Date

Cost Category	Item No.	Item Description	Unit	Estimated Quantity	Unit Cost	Grant funds	Cash Match	In-Kind Match	Total Match	Total Budget
<b>1. Engineer's Estimate of Cost</b>	1	MOBILIZATION	LS	1	\$ 50,000	\$ 50,000.00			\$ -	\$ 50,000.00
	2	REMOVALS	LS	1	\$ 10,000	\$ 10,000.00			\$ -	\$ 10,000.00
	3	EROSION CONTROL AND RESTORATION	LS	1	\$ 20,000	\$ 20,000.00			\$ -	\$ 20,000.00
	4	COMMON EXCAVATION (DREDGE POND)	CY	0	\$ -	\$ -			\$ -	\$ -
	5	COMMON EXCAVATION (ABOVE OUTLET ELEVATION AND SEDIMENT FOREBAY)	CY	16,000	\$ 9.72	\$ 155,520.00			\$ -	\$ 155,520.00
	6	DEWATERING	LS	1	\$ 30,000	\$ 30,000.00			\$ -	\$ 30,000.00
	7	HAUL & DISPOSAL OF DREDGE MGMT. LEVEL 1	CY	16,000	\$ 17.02	\$ 272,320.00			\$ -	\$ 272,320.00
	8	ONSITE FLOOD MITIGATION	LS	1	\$ 30,000	\$ 30,000.00			\$ -	\$ 30,000.00
	9	DAM / OUTLET STRUCTURE	LS	1	\$ 240,000	\$ 240,000.42			\$ -	\$ 240,000.42
Subtotal- Construction costs						<b>\$807,840.42</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$ -</b>	<b>\$807,840.42</b>
<b>2. Non Construction Costs (Engineering/Adminstrative/Other)</b>	Item No.	Position / Item Description	Unit	Estimated Quantity	Unit Cost	Grant Funds	Budgeted Cash Match	Budgeted In-Kind Match	Total budgeted match (II + III)	Total budget (I + IV)
	10	Engineering and Construction Management	LS	1	\$ 500,000	\$365,367.00	\$ 134,633.00		\$ 134,633.00	\$500,000
Subtotal- Non construction costs						<b>\$365,367.00</b>	<b>\$134,633.00</b>	<b>\$0.00</b>	<b>\$134,633.00</b>	<b>\$500,000.00</b>
<b>Total Project Costs</b>						<b>\$1,173,207.42</b>	<b>\$134,633.00</b>	<b>\$0.00</b>	<b>\$134,633.00</b>	<b>\$1,307,840.42</b>
Notes (if any)										

## MINNESOTA DEPARTMENT OF LABOR AND INDUSTRY PREVAILING WAGES FOR STATE FUNDED CONSTRUCTION PROJECTS



THIS NOTICE MUST BE POSTED ON THE JOBSITE IN A CONSPICUOUS PLACE

**Construction Type: Commercial****County Number: 62**

County Name: RAMSEY

Effective: 2024-12-23 Revised: 2025-03-24

This project is covered by Minnesota prevailing wage statutes. Wage rates listed below are the minimum hourly rates to be paid on this project.

All hours worked in excess of eight (8) hours per day or forty (40) hours per week shall be paid at a rate of one and one half (1 1/2) times the basic hourly rate. *Note: Overtime pay after eight (8) hours on the project must be paid even if the worker does not exceed forty (40) hours in the work week.*

Violations should be reported to:

Department of Labor and Industry  
Prevailing Wage Section  
443 Lafayette Road N  
St Paul, MN 55155  
(651) 284-5091  
[DLI.PrevWage@state.mn.us](mailto:DLI.PrevWage@state.mn.us)

\* Indicates that adjacent county rates were used for the labor class listed.

**County: RAMSEY (62)**

LABOR CODE AND CLASS		EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
LABORERS (101 - 112) (SPECIAL CRAFTS 701 - 730)					
101	LABORER, COMMON (GENERAL LABOR WORK)	2024-12-23	43.39	24.74	68.13
102	LABORER, SKILLED (ASSISTING SKILLED CRAFT JOURNEYMAN)	2024-12-23	43.39	24.74	68.13
103	LABORER, LANDSCAPING (GARDENER, SOD LAYER AND NURSERY OPERATOR)	2024-12-23	30.04	21.53	51.57
		2025-05-01	31.66	22.78	54.44
104	FLAG PERSON	2024-12-23	43.39	24.74	68.13
105	WATCH PERSON	2024-12-23	39.76	24.39	64.15
106*	BLASTER	2024-12-23	34.15	19.64	53.79

LABOR CODE AND CLASS		EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
107	PIPELAYER (WATER, SEWER AND GAS)	2024-12-23	45.13	24.74	69.87
		2025-05-01	47.50	26.12	73.62
108*	TUNNEL MINER	2024-12-23	43.13	24.24	67.37
109	UNDERGROUND AND OPEN DITCH LABORER (EIGHT FEET BELOW STARTING GRADE LEVEL)	2024-12-23	43.13	24.74	67.87
		2025-05-01	45.50	26.12	71.62
110	SURVEY FIELD TECHNICIAN (OPERATE TOTAL STATION, GPS RECEIVER, LEVEL, ROD OR RANGE POLES, STEEL TAPE MEASUREMENT; MARK AND DRIVE STAKES; HAND OR POWER DIGGING FOR AND IDENTIFICATION OF MARKERS OR MONUMENTS; PERFORM AND CHECK CALCULATIONS; REVIEW AND UNDERSTAND CONSTRUCTION PLANS AND LAND SURVEY MATERIALS). THIS CLASSIFICATION DOES NOT APPLY TO THE WORK PERFORMED ON A PREVAILING WAGE PROJECT BY A LAND SURVEYOR WHO IS LICENSED PURSUANT TO MINNESOTA STATUTES, SECTIONS 326.02 TO 326.15.	2024-12-23	43.39	24.74	68.13
111	TRAFFIC CONTROL PERSON (TEMPORARY SIGNAGE)	2024-12-23	43.39	24.74	68.13
<b>SPECIAL EQUIPMENT (201 - 204)</b>					
201*	ARTICULATED HAULER	2024-12-23	46.99	25.20	72.19
202*	BOOM TRUCK	2024-12-23	46.51	26.40	72.91
203	LANDSCAPING EQUIPMENT, INCLUDES HYDRO SEEDER OR MULCHER, SOD ROLLER, FARM TRACTOR WITH ATTACHMENT SPECIFICALLY SEEDING, SODDING, OR PLANT, AND TWO-FRAMED FORKLIFT (EXCLUDING FRONT, POSIT-TRACK, AND SKID STEER LOADERS), NO EARTHWORK OR GRADING FOR ELEVATIONS	2024-12-23	30.04	21.53	51.57
		2025-05-01	31.66	22.78	54.44

LABOR CODE AND CLASS		EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
204*	OFF-ROAD TRUCK	2024-12-23	41.73	22.85	64.58
205*	PAVEMENT MARKING OR MARKING REMOVAL EQUIPMENT (ONE OR TWO PERSON OPERATORS); SELF-PROPELLED TRUCK OR TRAILER MOUNTED UNITS.	2024-12-23	37.05	19.39	56.44
<b>HIGHWAY/HEAVY POWER EQUIPMENT OPERATOR</b>					
<b>GROUP 2 *</b>		2024-12-23	45.61	26.90	72.51
		2025-05-05	47.24	29.40	76.64
306	GRADER OR MOTOR PATROL				
308	TUGBOAT 100 H.P. AND OVER WHEN LICENSE REQUIRED (HIGHWAY AND HEAVY ONLY)				
<b>GROUP 3</b>		2024-12-23	45.01	26.90	71.91
		2025-05-05	46.61	29.40	76.01
309	ASPHALT BITUMINOUS STABILIZER PLANT				
310	CABLEWAY				
312	DERRICK (GUY OR STIFFLEG)(POWER)(SKIDS OR STATIONARY) (HIGHWAY AND HEAVY ONLY)				
314	DREDGE OR ENGINEERS, DREDGE (POWER) AND ENGINEER				
316	LOCOMOTIVE CRANE OPERATOR				
320	TANDEM SCRAPER				
322	TUGBOAT 100 H.P AND OVER (HIGHWAY AND HEAVY ONLY)				
<b>GROUP 4</b>		2024-12-23	44.67	26.90	71.57
		2025-05-05	46.25	29.40	75.65
323	AIR TRACK ROCK DRILL				
324	AUTOMATIC ROAD MACHINE (CMI OR SIMILAR) (HIGHWAY AND HEAVY ONLY)				
325	BACKFILLER OPERATOR				
327	BITUMINOUS ROLLERS, RUBBER TIERED OR STEEL DRUMMED (EIGHT TONS AND OVER)				
328	BITUMINOUS SPREADER AND FINISHING MACHINES (POWER), INCLUDING PAVERS, MACRO SURFACING AND MICRO SURFACING, OR SIMILAR TYPES (OPERATOR AND SCREED PERSON)				
329	BROKK OR R.T.C. REMOTE CONTROL OR SIMILAR TYPE WITH ALL ATTACHMENTS				
330	CAT CHALLENGER TRACTORS OR SIMILAR TYPES PULLING ROCK WAGONS, BULLDOZERS AND SCRAPERS				
331	CHIP HARVESTER AND TREE CUTTER				
332	CONCRETE DISTRIBUTOR AND SPREADER FINISHING MACHINE, LONGITUDINAL FLOAT, JOINT MACHINE, AND SPRAY MACHINE				
334	CONCRETE MOBIL (HIGHWAY AND HEAVY ONLY)				

LABOR CODE AND CLASS	EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
335	CRUSHING PLANT (GRAVEL AND STONE) OR GRAVEL WASHING, CRUSHING AND SCREENING PLANT			
336	CURB MACHINE			
337	DIRECTIONAL BORING MACHINE			
338	DOPE MACHINE (PIPELINE)			
340	DUAL TRACTOR			
341	ELEVATING GRADER			
345	GPS REMOTE OPERATING OF EQUIPMENT			
347	HYDRAULIC TREE PLANTER			
348	LAUNCHER PERSON (TANKER PERSON OR PILOT LICENSE)			
349	LOCOMOTIVE (HIGHWAY AND HEAVY ONLY)			
350	MILLING, GRINDING, PLANNING, FINE GRADE, OR TRIMMER MACHINE			
352	PAVEMENT BREAKER OR TAMPING MACHINE (POWER DRIVEN) MIGHTY MITE OR SIMILAR TYPE			
354	PIPELINE WRAPPING, CLEANING OR BENDING MACHINE			
356	POWER ACTUATED HORIZONTAL BORING MACHINE, OVER SIX INCHES			
357	PUGMILL			
359	RUBBER-TIRED FARM TRACTOR WITH BACKHOE INCLUDING ATTACHMENTS (HIGHWAY AND HEAVY ONLY)			
360	SCRAPER			
361	SELF-PROPELLED SOIL STABILIZER			
362	SLIP FORM (POWER DRIVEN) (PAVING)			
363	TIE TAMPER AND BALLAST MACHINE			
365	TRACTOR, WHEEL TYPE, OVER 50 H.P. WITH PTO UNRELATED TO LANDSCAPING (HIGHWAY AND HEAVY ONLY)			
367	TUB GRINDER, MORBARK, OR SIMILAR TYPE			
<b>GROUP 5</b>	2024-12-23	41.36	26.90	68.26
	2025-05-05	42.77	29.40	72.17
370	BITUMINOUS ROLLER (UNDER EIGHT TONS)			
371	CONCRETE SAW (MULTIPLE BLADE) (POWER OPERATED)			
372	FORM TRENCH DIGGER (POWER)			
375	HYDRAULIC LOG SPLITTER			
376	LOADER (BARBER GREENE OR SIMILAR TYPE)			
377	POST HOLE DRIVING MACHINE/POST HOLE AUGER			
379	POWER ACTUATED JACK			
381	SELF-PROPELLED CHIP SPREADER (FLAHERTY OR SIMILAR)			
382	SHEEP FOOT COMPACTOR WITH BLADE . 200 H.P. AND OVER			
383	SHOULDERING MACHINE (POWER) APSCO OR SIMILAR TYPE INCLUDING SELF-PROPELLED SAND AND CHIP SPREADER			
384	STUMP CHIPPER AND TREE CHIPPER			
385	TREE FARMER (MACHINE)			

LABOR CODE AND CLASS	EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
<b>GROUP 6 *</b>	2024-12-23	40.02	26.40	66.42
387	CAT, CHALLENGER, OR SIMILAR TYPE OF TRACTORS, WHEN PULLING DISK OR ROLLER			
389	DREDGE DECK HAND			
391	GRAVEL SCREENING PLANT (PORTABLE NOT CRUSHING OR WASHING)			
393	LEVER PERSON			
395	POWER SWEEPER			
396	SHEEP FOOT ROLLER AND ROLLERS ON GRAVEL COMPACTION, INCLUDING VIBRATING ROLLERS			
397	TRACTOR, WHEEL TYPE, OVER 50 H.P., UNRELATED TO LANDSCAPING			

#### COMMERCIAL POWER EQUIPMENT OPERATOR

<b>GROUP 1</b>	2024-12-23	51.03	26.90	77.93
	2025-05-05	51.03	29.40	80.43
501	HELICOPTER PILOT (COMMERCIAL CONSTRUCTION ONLY)			
502	TOWER CRANE 250 FEET AND OVER (COMMERCIAL CONSTRUCTION ONLY)			
503	TRUCK CRAWLER CRANE WITH 200 FEET OF BOOM AND OVER, INCLUDING JIB (COMMERCIAL CONSTRUCTION ONLY)			
<b>GROUP 2</b>	2024-12-23	50.64	26.90	77.54
	2025-05-05	50.64	29.40	80.04
504	CONCRETE PUMP WITH 50 METERS/164 FEET OF BOOM AND OVER (COMMERCIAL CONSTRUCTION ONLY)			
505	PILE DRIVING WHEN THREE DRUMS IN USE (COMMERCIAL CONSTRUCTION ONLY)			
506	TOWER CRANE 200 FEET AND OVER (COMMERCIAL CONSTRUCTION ONLY)			
507	TRUCK OR CRAWLER CRANE WITH 150 FEET OF BOOM UP TO AND NOT INCLUDING 200 FEET, INCLUDING JIB (COMMERCIAL CONSTRUCTION ONLY)			
<b>GROUP 3</b>	2024-12-23	49.05	26.90	75.95
	2025-05-05	49.05	29.40	78.45
508	ALL-TERRAIN VEHICLE CRANES (COMMERCIAL CONSTRUCTION ONLY)			
509	CONCRETE PUMP 32-49 METERS/102-164 FEET (COMMERCIAL CONSTRUCTION ONLY)			
510	DERRICK (GUY & STIFFLEG) (COMMERCIAL CONSTRUCTION ONLY)			
511	STATIONARY TOWER CRANE UP TO 200 FEET			
512	SELF-ERECTING TOWER CRANE 100 FEET AND OVER MEASURED FROM BOOM FOOT PIN (COMMERCIAL CONSTRUCTION ONLY)			
513	TRAVELING TOWER CRANE (COMMERCIAL CONSTRUCTION ONLY)			
514	TRUCK OR CRAWLER CRANE UP TO AND NOT INCLUDING 150 FEET OF BOOM, INCLUDING JIB (COMMERCIAL CONSTRUCTION ONLY)			
<b>GROUP 4</b>	2024-12-23	48.68	26.90	75.58
	2025-05-05	48.68	29.40	78.08

LABOR CODE AND CLASS	EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
515				
516				
517				
518				
519				
520				
<b>GROUP 5</b>	2024-12-23	46.51	26.90	73.41
	2025-05-05	46.51	29.40	75.91
521				
522				
523				
524				
525				
526				
527				
528				
529				
530				
531				
532				
533				
534				
<b>GROUP 6</b>	2024-12-23	44.82	26.90	71.72
	2025-05-05	44.82	29.40	74.22
535				
536				
537				
538				
539				
540				
<b>GROUP 7</b>	2024-12-23	43.55	26.90	70.45
	2025-05-05	43.55	29.40	72.95
541				
542				
543				



LABOR CODE AND CLASS	EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
544	FIREPERSON, TEMPORARY HEAT SECOND CLASS BOILER LICENSE (COMMERCIAL CONSTRUCTION ONLY)			
545	OILER (POWER SHOVEL, CRANE, TRUCK CRANE, DRAGLINE, CRUSHERS AND MILLING MACHINES, OR OTHER SIMILAR POWER EQUIPMENT) (COMMERCIAL CONSTRUCTION ONLY)			
546	PICK UP SWEEPER (ONE CUBIC YARD HOPPER CAPACITY) (COMMERCIAL CONSTRUCTION ONLY)			
547	PUMP AND/OR CONVEYOR (COMMERCIAL CONSTRUCTION ONLY)			
<b>GROUP 8 *</b>	2024-12-23	41.28	26.90	68.18
	2025-05-05	41.28	29.40	70.68
548	ELEVATOR OPERATOR (COMMERCIAL CONSTRUCTION ONLY)			
549	GREASER (COMMERCIAL CONSTRUCTION ONLY)			
550	MECHANICAL SPACE HEATER (TEMPORARY HEAT NO BOILER LICENSE REQUIRED) (COMMERCIAL CONSTRUCTION ONLY)			
<b>TRUCK DRIVERS</b>				
<b>GROUP 1</b>	2024-12-23	39.81	22.73	62.54
601	MECHANIC . WELDER			
602	TRACTOR TRAILER DRIVER			
603	TRUCK DRIVER (HAULING MACHINERY INCLUDING OPERATION OF HAND AND POWER OPERATED WINCHES)			
<b>GROUP 2</b>	2024-12-23	38.39	23.70	62.09
604	FOUR OR MORE AXLE UNIT, STRAIGHT BODY TRUCK			
<b>GROUP 3 *</b>	2024-12-23	22.50	6.50	29.00
605	BITUMINOUS DISTRIBUTOR DRIVER			
606	BITUMINOUS DISTRIBUTOR (ONE PERSON OPERATION)			
607	THREE AXLE UNITS			
<b>GROUP 4 *</b>	2024-12-23	25.50	9.42	34.92
608	BITUMINOUS DISTRIBUTOR SPRAY OPERATOR (REAR AND OILER)			
609	DUMP PERSON			
610	GREASER			
611	PILOT CAR DRIVER			
612	RUBBER-TIRED, SELF-PROPELLED PACKER UNDER 8 TONS			
613	TWO AXLE UNIT			
614	SLURRY OPERATOR			
615	TANK TRUCK HELPER (GAS, OIL, ROAD OIL, AND WATER)			
616	TRACTOR OPERATOR, UNDER 50 H.P.			

LABOR CODE AND CLASS		EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
<b>SPECIAL CRAFTS</b>					
701	HEATING AND FROST INSULATORS	2024-12-23	53.19	31.95	85.14
		2025-06-09	57.24	31.95	89.19
702*	BOILERMAKERS	2024-12-23	46.00	31.93	77.93
		2025-01-01	48.35	31.93	80.28
703	BRICKLAYERS	2024-12-23	48.23	26.53	74.76
704	CARPENTERS	2024-12-23	45.54	29.34	74.88
		2025-01-01	45.54	29.34	74.88
705	CARPET LAYERS (LINOLEUM)	2024-12-23	45.25	26.98	72.23
		2025-01-01	45.25	26.98	72.23
706	CEMENT MASONS	2024-12-23	48.21	24.97	73.18
707	ELECTRICIANS	2024-12-23	53.91	36.48	90.39
		2025-05-01	58.31	36.48	94.79
708*	ELEVATOR CONSTRUCTORS	2024-12-23	59.95	44.53	104.48
		2025-01-01	62.52	45.36	107.88
709	GLAZIERS	2024-12-23	48.98	26.75	75.73
710	LATHERS	2024-12-23	47.00	26.85	73.85
		2025-01-01	47.00	26.85	73.85
712	IRONWORKERS	2024-12-23	44.85	35.72	80.57
714	MILLWRIGHT	2024-12-23	41.66	35.40	77.06
		2025-01-01	41.66	35.40	77.06
715	PAINTERS (INCLUDING HAND BRUSHED, HAND SPRAYED, AND THE TAPING OF PAVEMENT MARKINGS)	2024-12-23	44.00	27.69	71.69
716	PILEDRIIVER (INCLUDING VIBRATORY DRIVER OR EXTRACTOR FOR PILING AND SHEETING OPERATIONS)	2024-12-23	45.71	29.73	75.44

LABOR CODE AND CLASS		EFFECT DATE	BASIC RATE	FRINGE RATE	TOTAL RATE
		2025-01-01	45.71	29.73	75.44
		2025-05-01	49.46	30.23	79.69
717	PIPEFITTERS . STEAMFITTERS	2024-12-23	55.94	34.50	90.44
718	PLASTERERS	2024-12-23	47.93	25.34	73.27
719	PLUMBERS	2024-12-23	55.80	32.45	88.25
		2025-05-01	60.35	32.45	92.80
720	ROOFER	2024-12-23	45.70	24.84	70.54
721	SHEET METAL WORKERS	2024-12-23	53.71	34.57	88.28
		2025-05-01	57.96	34.57	92.53
722	SPRINKLER FITTERS	2024-12-23	55.31	34.95	90.26
		2025-06-01	59.81	34.85	94.66
723	TERRAZZO WORKERS	2024-12-23	46.27	26.64	72.91
724	TILE SETTERS	2024-12-23	42.76	30.32	73.08
725	TILE FINISHERS	2024-12-23	35.15	24.36	59.51
726	DRYWALL TAPER	2024-12-23	41.72	29.72	71.44
727	WIRING SYSTEM TECHNICIAN	2024-12-23	47.73	22.24	69.97
		2025-07-01	51.07	23.52	74.59
728	WIRING SYSTEMS INSTALLER	2024-12-23	33.44	17.82	51.26
		2025-07-01	35.78	18.73	54.51
729	ASBESTOS ABATEMENT WORKER	2024-12-23	39.86	24.61	64.47
		2025-01-01	41.23	25.49	66.72
		2025-05-01	41.23	25.99	67.22
730	SIGN ERECTOR	2024-12-23	34.69	19.88	54.57
		2025-06-01	37.19	19.88	57.07

## **ITEMS REQUIRING BOARD ACTION**

2. Houston Engineering Inc. Task Order 2025-012: Jones Lake Final Design and Permitting (David Petry)

# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 2, 2025  
**To:** RCWD Board of Managers  
**From:** David Petry, Project Manager  
**Subject:** HEI Task Order 2025-012: Jones Lake Modification and Dredging Project: Final Design and Permitting

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### Introduction

Rice Creek Watershed District (RCWD) has requested Houston Engineering, Inc. (HEI) to draft a task order to provide final design and regulatory coordination for the Jones Lake Modification and Dredging Project. Staff are requesting Board authorization for the Administrator to execute the task order.

### Background

Following the July 2011 “super storm” in which the District experienced upwards of seven inches of rain in four-six hours, the Cities of New Brighton and St. Anthony (and later Roseville) filed a Joint Petition to RCWD for the establishment of a phased Basic Water Management Project (BWMP) to develop a comprehensive strategy for stormwater management, flood damage reduction, and water quality enhancements.

Phase 1 (2013-2018) of the BWMP outlined project phasing, summarized flood prone areas, and identified potential projects. Two key projects, Mirror Pond and Hansen Park, were selected for immediate implementation, funded in part by a \$3M Clean Water Fund grant from the Clean Water, Land & Legacy Amendment for a Targeted Watershed Demonstration project.

Phase 2 (2018-2019) focused on developing a regional, comprehensive stormwater management and flood damage reduction plan and included concept-level technical studies for the top ten projects with an estimated probable cost of \$21M (based on the 2019 analysis).

Phase 3 (2020-2021) detailed an anticipated implementation schedule and project prioritization. It considered flood reduction benefit, the relationship to existing capital improvement plans, property ownership coordination, complexity of regulatory approval, and project sequence or prerequisites to avoid temporary flood damages.

Phase 4 is currently ongoing and focuses on implementation of the projects identified in Phase 2. The Jones Lake project is the largest in the plan and is a critical prerequisite for most of the other projects to ensure there is adequate stormwater storage. Jones Lake is identified as a District Facility in the Watershed Management Plan as RCWD constructed an outlet weir in the late 1970s to improve water quality and provide flood control.

The Jones Lake Outlet Modification and Dredging Project has several components, including 1) replacement of the failing existing water control structure, 2) excavation of a sediment forebay, 3) open water dredging of Jones Lake, and 4) excavation of fringe sediments to increase its capacity. The proposed components are aimed at reducing downstream flows and peak flood elevations, while also providing flood storage capacity for other conveyance improvement projects. The current estimate for engineering and construction is \$7.8M.

RCWD has been awarded \$1.17M through the Minnesota Pollution Control Agency (MPCA) FY 25 Stormwater Implementation Grant. The Jones Lake project has been split into phases to best utilize the available funding while continuing to seek additional funding from a variety of sources. This grant has a hard deadline of June 30, 2027.

# MEMORANDUM

## Rice Creek Watershed District



Phase 1 of the Jones Lake Project will include preparation of final construction plans and bid package and regulatory coordination for the entire project, as well as construction of the new water control structure, sediment forebay, and any dredging as funds allow. Phase 2 will complete the open water dredging and fringe sediment excavation. This task order, 2025-012, is for HEI to develop final plans for the entire project, to draft the construction bid package, and to coordinate permits. A future HEI task order will be required for bidding and construction management for both Phase 1 and Phase 2.

Deliverables outlined in the task order are anticipated to be completed by June 30, 2026. This task order will be assigned to 60-08 RCD 2, 3 & 5 Basic Water Management Projects and will be split between the MPCA FY25 Stormwater Implementation Grant and cash match, which was included in the approved 2025 budget.

### **Staff Recommendation**

Staff recommend the Board of Managers authorize the Administrator to execute the task order for Houston Engineering, Inc. to complete final design and permitting for the Jones Lake Outlet Modification and Dredging Project.

### **Proposed Motion**

Manager \_\_\_\_\_ moves to authorize the Administrator to execute Task Order 2025-012: Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting for Houston Engineering, Inc., not to exceed \$485,000.00, seconded by Manager \_\_\_\_\_.

### **Attachments**

HEI Task Order 2025-012: Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting

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## SCOPE OF SERVICES



**Task Order No. 2025-012**  
**Rice Creek Watershed District**



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### **Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting**

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#### **RCWD Administrative Information:**

Account No.: 60-08  
Account Name: RCD 2,3,5 Basic Water Management Project

**Houston Engineering Project No.:** R005555-0366

#### **Task Order Purpose:**

The purpose of the task order is to implement the Jones Lake Outlet Modification and Dredging Project on Ramsey County Ditch 2 (RCD 2). RCD 2 serves as a vital regional stormwater conveyance system supporting the Cities of Roseville, St. Anthony, and New Brighton. This project addresses the urgent need to mitigate widespread and recurring flooding throughout the watershed, which has been exacerbated by increasingly intense rainfall events and limited local mitigation options. The proposed engineering and design services will support the development of a large regional stormwater facility aimed at reducing downstream flows and peak flood elevations and provide flood storage capacity for conveyance improvement projects. This effort is essential not only for protecting private properties and public infrastructure including major transportation corridors like I-35W and I-694, but also for enabling future localized stormwater improvements without worsening regional flood risks consistent with the previously developed Ramsey County Ditch 2, 3 and 5 Comprehensive Stormwater Management Plan.

This Task Order for Final Design will result in a construction bid package that will include open water dredging of Jones Lake, excavation of its fringe sediments, sediment forebay, and associated material handling (dewatering, hauling); and replacement of the failing existing outlet structure and associated on-site flood mitigation. The project is expected to generally conform to the Preliminary Design Report entitled *Jones Lake Outlet Modification and Dredging Project* (HEI, 2/19/2025), and the Minnesota Pollution Control Agency (MPCA) Fiscal Year 2025 Stormwater Implementation Grant Application (revised for partial award). Given the partial award from the MPCA for project implementation, this scope will include preparation of 60% construction plans, regulatory coordination for the full project and development of final construction plans and bid package with an abbreviated scope to fit the available implementation funding.

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## SCOPE OF SERVICES



Task Order No. 2025-012  
Rice Creek Watershed District



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### Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting

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#### Professional Services Rendered:

The following describes the scope of work with associated tasks that will be performed for the associated budget and schedule.

#### **Task 1: Partner Coordination with City of New Brighton**

The purpose of this task is to engage with the City of New Brighton as the primary landowner of the project area to update the project's preliminary design to account for changes since the initial design was developed. The changes are anticipated to include items such as: additional easement acquisitions by the City, further definition of City objectives for non-stormwater management land uses on or near the project site, and consideration of site access alternatives. Additionally, this will consider project phasing and impacts on project design.

#### **Deliverables**

- Three (3) Meetings with City and RCWD staff
- Refined Preliminary Design Plans

#### **Assumptions:**

- City will provide sufficient detail regarding easements, prior property surveys, site plans for park improvement and other intended non-stormwater management land uses, or other information to adapt the preliminary design prior to starting Task 2.

#### **Task 2: Field Survey and Data Collection**

This task will start with the collection of field data to inform the detailed design of the project components. The following information is planned to be collected:

- Field Survey Data Collection
  - Utility locates within project boundaries.
  - Detailed topographic survey including upland project areas anticipated to be the outlet and embankment, dewatering site, and flood mitigation sites.
- Wetlands: Delineation of the project component locations and a delineation report
- Geotechnical: An independent geotechnical subcontractor will be contracted to conduct soil borings to determine the suitability of the subgrade surface for construction operations and characterize field conditions for the outlet embankment. Specifically, this will include:



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## SCOPE OF SERVICES



Task Order No. 2025-012  
Rice Creek Watershed District



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### Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting

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- 2 borings at 30 foot depth to inform the embankment analysis and design
- 4 bulk samples at potential borrow site locations
- 8 hand augers at 8 foot depth to identify any confining layers and impacts from dredging as required by the DNR (see Task 3).
- Slope stability and seepage analysis for the outlet embankment.

#### **Deliverables:**

- Soil boring data with Geotechnical Report
- Wetland Delineation Report

#### **Assumptions:**

- Boundary survey will be required.
- A report has previously been developed for the characterization of sediment material for dredging and recommendations and is sufficient for determining dredge material disposal methods.

#### **Task 3: Environmental Assessment and Regulatory Permitting**

In this task, HEI will complete the following:

- Environmental Assessment Worksheet (EAW)
  - Develop mapping materials and provide detailed project descriptions, impact analyses, environmental effects, and cumulative project benefits for EAW form.
  - Provide a draft EAW for client review and incorporate comments into the final document. RCWD is anticipated to be the Regional Government Unit (RGU)
  - Submit to the Environmental Quality Board (EQB) and assist in responding to public comments and coordinating the optional EAW public information meeting.
- MnDNR Public Waters Permit Application
  - Pre-application coordination
  - Evaluation of application requirements:
    - Fish Passage, Aquatic Invasive Species, etc.
    - Aquatic Resources Delineation
    - Historic evaluation of use, sedimentation, alteration, and excavation.

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## SCOPE OF SERVICES



**Task Order No. 2025-012**  
**Rice Creek Watershed District**



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### **Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting**

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- Assess aquatic habitat impacts and potential improvement measures
  - Assess excavation effects on impervious stratum and seepage
- Water Quality Assessment - To meet DNR rules for “waterbasin excavations”, sediment removal to eliminate a source of nutrients or contaminants must be an intent of the project. To justify this intent, we intend to assess the benefits for both in-lake and watershed improvements from the dredging and removal of nutrients. Assessment will include the following:
  - Water quality analysis including updates to P8 models to quantify water quality benefits and expected sedimentation and update internal loading estimates
  - Development of narrative summary of approach and analysis results for permit application.
- Complete and submit a public water permit application through the MnDNR’s MPARS system.
- Wetland Permit Applications Preparation
  - Prepare information and project details for the Joint Application Form for Activities Affecting Water Resources in Minnesota.
  - Utilize wetland delineation data to determine wetland impacts and discuss exemptions and mitigation if necessary.
  - Participate in one Technical Evaluation Panel (TEP) meeting.
- US Army Corps of Engineers Permitting (CWA Section 404)
  - Alternatives analysis, including a narrative description for each alternative
  - Wetland function impacts description and quantification
- Identification of the critical need for the work MPCA Water Quality Certification (CWA Section 401)
  - Apply for water quality certification including development of Antidegradation Assessment form.
  - Two (2) coordination meetings with the MPCA
- MnDNR Dam Safety Program Coordination

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## SCOPE OF SERVICES



**Task Order No. 2025-012**  
**Rice Creek Watershed District**



### **Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting**

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- Two (2) coordination meeting with the MnDNR to confirm dam safety permit requirements.
  - Assess the downstream hazard/impacts through qualitative methods, determine dam design criteria, and preparation of submittal.
- **MPCA / MS4 Dredge Material Permitting**
  - Prepare and issue a Notification to Manage Dredged Materials per MPCA guidance.
- **Archaeological and Historical Property Regulation Compliance**
  - Coordination with MPCA to determine archaeological survey requirements.
  - Sub-consultants will complete a Phase 1 survey in accordance with Minnesota State Historic Preservation Office (SHPO) to meet compliance with Section 106 of the National Historic Preservation Act (NHPA). See subconsultant scope attached to this Task Order.
- **Public Drainage System**
  - Prepare Engineers Report for the modification of drainage systems including the impoundment of RCD 2 at Jones Lake and the realignment of RCD 5 for the construction of a forebay.
- **FEMA Floodplain permitting**
  - Support the City of New Brighton's FEMA CLOMR (Conditional Letter of Map Revision) application for the project through hydrologic and hydraulic modeling.
  - Modeling of Duplicate Effective, pre-project, and post-project conditions
  - Submittal of MT-2 Forms and Data to FEMA
  - Two (2) FEMA coordination meetings with one round of comments and revisions.
  - The City of New Brighton is the local floodplain administrator and will be coordinated with throughout the process.
- **RCWD Rule Compliance** – HEI will complete an assessment of the project's adherence to current RCWD Rules. Specifically, Floodplain (Rule E), Erosion and Sediment Control (Rule D), and Public Drainage System (Rule I) will be assessed.

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## SCOPE OF SERVICES



Task Order No. 2025-012  
Rice Creek Watershed District



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### Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting

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#### **Deliverables:**

- Draft and final Environmental Assessment Worksheet (EAW)
- MnDNR Public Waters Permit application which will address the following:
  - Historic evaluation of Jones Lake use and dredging
  - Aquatic habitat impacts and improvement
  - Water quality assessment and lake response model
- MnDNR Dam Safety Permit application.
- MPCA Water Quality Certification application for an individual permit
- MPCA Notification to Manage Dredged Materials
- Archaeological survey report
- Engineers Report for MS 103E proceedings to modify the RCD 2 public drainage system
- Joint permit application for the state Wetland Conservation Act and the federal Clean Water Act.
- FEMA Conditional Letter of Map Revision application (FIRM panels, Models, MT-2 Form)
- RCWD Rule Compliance Memorandum

#### **Assumptions:**

- An Environmental Impact Statement (EIS) is not included.
- EAW scope includes only publicly available historical data reviews, official project reviews are not included (see Archaeological review).
- Water quality modeling will utilize P8 model previously developed for RCD 2, 3 & 5 watershed.
- Budget is based on an assumed number of hours. Additional time may be necessary based on regulatory agency comments.
- Outlet structure will be classified as low hazard or non-dam given the downstream culverts restricting impacts and hazard.
- Dam breach modeling is not included, given the hazard assumptions.
- Wetland mitigation replacement plan will be necessary and will utilize credits from RCWD's Browns Preserve Wetland Bank.

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## SCOPE OF SERVICES



Task Order No. 2025-012  
Rice Creek Watershed District



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### Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting

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- The material has been previously tested documented to fall within the Residential/Recreation SRV management category and may be used with no restrictions (Braun Intertec, 3/14/2023).
- No permit for management of dredge materials is required by the MPCA (under NPDES regulations) given the dredge material does not originate from the designated areas<sup>1</sup>.

#### **Task 4: 60% Design and Construction Plans**

In this task HEI will prepare 60% design and construction plans. Work to prepare these documents is divided into the following steps:

- Design Alternatives Analysis
  - Define project design criteria, and constraints
  - Review regulatory requirements and design impacts
  - Identification of design alternatives, including review and refining design constraints
  - Develop concept design alternatives and associated schematic figures
    - Assume 2 alternative outlet scenarios
    - Assume 2 alternative dredge scenarios
- Preliminary Design Updates: Update preliminary plans based on information collected in the field investigations and updated project design.
  - Determine extents of project and impacts
  - Design will include site layout of major project components and typical section views of open water and fringe dredging and outlet structure embankment and spillways.
- Hydrologic and Hydraulic assessment
  - Update XPSWMM model to compare design alternatives, 60% design and resulting flood elevations and peak flows.
  - Include future conditions hydrology in assessment
  - Outlet works sizing and design modeling

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<sup>1</sup> [Managing Dredged Materials](#), MPCA, August 2024.

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## SCOPE OF SERVICES



Task Order No. 2025-012  
Rice Creek Watershed District



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### Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting

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- Outlet stilling basin design
- Dredging Planning
  - Develop a concept-level dredge materials transport and disposal plan, identifying access, potential dewatering and disposal options
  - Detail dredging plan options – excavation (mechanical) vs hydraulic.
  - Research the suitability and value engineering of mechanical and/or hydraulic sediment removal practices and associated disposal alternatives
- 60% Design Documents
  - Develop preliminary design plans (60% completion) for site access, dam outlet structure, dredging, and site restoration.
  - Design dam elements such as the dam embankment and outlet structure, adjustable outlet control spillway, auxiliary spillway, and energy dissipation.
  - Develop dredging plans including dewatering facility
  - Opinion of probable cost
- Engage Contractors to comment on the constructability of the design, and provide budgetary bid estimates.
- Design Report - Prepare a preliminary design report summarizing the design elements, geotechnical assessment, dam safety review, dredging plan, regulatory and associated analysis, and updated opinion of cost. The draft report will be provided to RCWD staff for review and pertinent comments will be incorporated into the final report.
- Meetings with City of New Brighton and RCWD staff to discuss design details

#### **Deliverables:**

- Alternatives Analysis and Schematic Figures
- Preliminary design plans (60% completion).
- Preliminary Opinion of Probable Construction Cost.
- Design Report

#### **Assumptions:**

- Four (4) Coordination meetings with City/RCWD staff

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## SCOPE OF SERVICES



Task Order No. 2025-012  
Rice Creek Watershed District



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### Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting

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- One (1) mid-project board meeting/workshop to provide update on project design and schedule

#### **Task 5: Final Design and Construction Documents**

In this task HEI will prepare final design and construction plans. Work to prepare these documents is divided into the following steps:

- Final Design Documents - update and revise the previously developed 60% documents:
  - Construction Drawings
  - Prepare draft front end contracting documents and detailed technical specifications (i.e. specifications)
  - Opinion of probable cost and Statement of Estimated Quantities
  - Incorporate division of project into phases to account for funding amounts
  - Include bid option to scale dredge quantity to account for variability in dredge costs.
  - Complete internal QA/QC review
- Final Design Drawings and Specifications for Bid Package
  - Refine 90% constructions drawings to final design (100% completion) suitable for bidding and construction.
  - Prepare detailed final construction specifications
- Finalize the design report, including operation & maintenance plan.
- Meetings with City of New Brighton and RCWD staff to discuss design details
- Prepare a final design report updating to account for final design elements

#### **Deliverables:**

- Draft and final versions of design plans, OPC, and specifications
- Final Design Report

#### **Assumptions:**

- Bidding and Construction Administration services will be contracted in a subsequent task order, and occur after authorization from the RCWD Board of Managers.
- Two (2) Coordination meetings with City/RCWD staff

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## SCOPE OF SERVICES



Task Order No. 2025-012  
Rice Creek Watershed District



### Jones Lake Outlet Modification and Dredging Project: Final Design and Permitting

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- One (1) Final project board meeting/workshop

#### Schedule and Compensation:

HEI recommends a budget in the amount of **\$485,000** for engineering services described within this task order. HEI shall not exceed this amount for the completion of this work without prior authorization. HEI anticipates the following project milestones:

- Field Survey – August/September 2025
- Design Memorandum –December 2025
- 60% Plans - December 2025
- Regulatory Application Review and Coordination - January 2026
- Regulatory Review & Public Drainage System Hearing – January to May 2026
- Final Plans and Bid Package for Phase 1 - June 2026

Bidding and construction management for Phase 1 is not included in this Task Order but is necessary prior to advertising the project for bids. Additionally, preparation of a bid package and construction management for Phase 2 of the project is not included in this Task Order.

#### SIGNATURES:

The services described by this Task Order are being provided in accordance with the Professional Services Agreement between the Rice Creek Watershed District and Houston Engineering dated May 14, 2008, as amended and extended. This **Task Order** shall be effective **July 1, 2025** as authorized by the signatures of representatives of the Rice Creek Watershed District and Houston Engineering, Inc.

#### Rice Creek Watershed District

By: \_\_\_\_\_

Name: Nick Tomczik

Title: Administrator

Date: \_\_\_\_\_

#### Houston Engineering, Inc.

By: 

Name: Chris Otterness

Title: District Engineer

Date: June 30, 2025



Jones Lake Final Design: Task and Budget Breakdown

6/30/2025

6/30/2025		Senior Project Manager	Project Manager	Design Lead	Design Engineer	Design Engineer	Environmenta I / Permitting Lead	Environmenta I / Permitting Support	2-Person Crew	GIS Analyst 2	Designer	Reimbursable Expenses / Subconsultant	
2025 Rates		\$224	\$213	\$205	\$155	\$140	\$234	\$167	\$209	\$115	\$164	\$1	
Total Cost													
Jones Lake Final Design: Task and Budget Breakdown													
TASK 1 - PARTNER COORDINATION		\$21,248											
Meetings (3) with City and RCWD staff		\$5,508	6	8	12								
Review additional information provided by City		\$3,760	2	4	12								
Draft revised preliminary design layout and further revisions after City and RCWD comments (initial, revised and final versions) with sufficient detail to gain approval from City staff that project design aligns with their objectives of non-stormwater management land uses		\$11,980	2	4	8	16					40		
Total Hours		114	10	16	32	16	0	0	0	0	40	\$0	
Total Costs		\$21,248	\$2,240	\$3,408	\$6,560	\$2,480	\$0	\$0	\$0	\$0	\$6,560	\$0	
TASK 2 - FIELD DATA AND SURVEY COORDINATION		\$48,712											
Utility Locates		\$4,102		2		6			10		4		
Topographic Survey - Outlet structure/ flood mitigation sites / hydraulics		\$4,610		2		4			12		4	\$400	
Topographic Survey - Sediment Forebay		\$4,610		2		4			12		4	\$400	
Topographic Survey - Within/Near Basin		\$4,500							16		4	\$500	
Wetland Delineation Fieldwork and Report		\$9,938		2			4	48		4		\$100	
Geotechnical Borings - at/near Outlet Structure (Subconsultnat cost is approximated)		\$10,476			4						4	\$9,000	
Geotechnical Borings - within Basin (Subconsultnat cost is approximated)		\$10,476			4						4	\$9,000	
Total Hours		160	0	8	8	14	0	48	50	4	24	\$19,400	
Total Costs		\$48,712	\$0	\$1,704	\$1,640	\$2,170	\$0	\$936	\$8,016	\$10,450	\$460	\$3,936	\$19,400
TASK 3 - ENVIRONMENTAL ASSESSMENT AND REGULATORY PERMITTING		\$162,244											
Environmental Assessment Worksheet		\$37,530	4	8	0	0	10	20	170	0	4	0	\$0
Develop mapping materials and detailed project descriptions, impact analyses, environmental effects and cumulative project benefits for EAW form		\$29,068	2	4			8	12	140		4		
Provide a draft EAW for client review and incorporate comments into the final document.		\$5,430	2	2			2	4	20				
Submit to the Environmental Quality Board (EQB) and assist in responding to public comments and coordinating the optional EAW public information meeting.		\$3,032		2				4	10				
MNDNR Public Waters Permit Application		\$43,409	13	27	18	28	4	10	132	0	4	8	\$0
Pre-application coordination (3 meetings and material preparation)		\$8,938	6	12	6			2	20				
Evaluate use, sedimentation, alteration and excavation of Jone Lake basin		\$4,459		1	4	12			8		2		
Assess aquatic habitat impacts		\$1,779		1					8		2		
Assess impervious stratum / confining layers and seepage risk from excavation		\$5,049	1	1	4	16						8	
Water quality assessment - including water quality analysis with P8 model and internal loading estimates updates based on updated designs		\$3,642			2		4		16				
Complete and submit application in MPARS system		\$12,704	4	4				4	60				
Post-application coordination with DNR staff to respond to comments		\$6,838	2	8	2			4	20				
Wetland Permit Application		\$7,803	1	5	0	0	0	5	32	0	0	0	\$0
Prepare information and project details for the Joint Application Form for Activities Affecting Water Resources in Minnesota.		\$5,126	1	2				2	24				
Utilize wetland delineation data to determine wetland impacts and discuss exemptions and mitigation if necessary.		\$1,449		1				1	6				
Participate in up to one (1) agency coordination meetings and one Technical Evaluation Panel (TEP) meeting.		\$1,228		2				2	2				
US Army Corps of Engineers		\$3,730	2	6	0	0	0	0	12	0	0	0	\$0
Alternatives analysis and identify critical need for work		\$1,531	1	3					4				
Develop wetland impact description and quantification		\$2,199	1	3					8				
MPCA Water Quality Permitting		\$9,619	5	5	4	0	0	4	34	0	0	0	\$0
Complete antidegradation assessment for water quality certification		\$6,170	2	2	4			2	24				
Participate in 2 coordination meetings with MPCA staff		\$3,449	3	3				2	10				
MNDNR Dam Safety Coordination		\$13,445	1	7	22	36	0	0	0	0	0	10	\$0
Participate in 2 coordination meetings with DNR staff		\$1,869		3	6								
Assess the downstream hazard/impacts through qualitative methods, and determine dam design criteria.		\$5,202		2	8	16						4	
Summarize dam safety classifications for DNR submittal		\$6,374	1	2	8	20						6	
MPCA / MS4 Dredge Material Permitting		\$1,666	0	2	0	8	0	0	0	0	0	0	\$0
Prepare and send Notification to Manage Dredged Materials to MPCA		\$1,666		2		8							
Archeological Review		\$12,591	0	2	4	0	0	0	0	0	2	0	\$11,115
Subconsultant - Background Literature Review, Agency Coordination, Phase 1 Archaeological Survey, and Report Preparation. (See attached quote from In Situ Archeological Consulting)		\$11,115											\$11,115
Coordination with subconsultant		\$1,476		2	4						2		
103E Proceeding to Modify RCD 2 Drainage System		\$2,756	4	0	0	12	0	0	0	0	0	0	\$0
Develop Engineer's report evaluating public safety, health and welfare and affect on drainage		\$1,688	2			8							
Public Hearing		\$1,068	2			4							
Floodplain Permitting		\$27,611	4	15	28	20	72	0	0	0	40	0	\$0
Modeling of Duplicate Effective, pre-project, and post-project conditions		\$11,926	1	4	20		40				10		
Develop flood mapping boundaries from model results for workmap development		\$4,616	1	4		8					20		
Prepare and submit MT-2 forms and data to FEMA		\$2,756	1	4			12						
Participate in 2 coordination meetings with FEMA and local floodplain administrator staff		\$2,590	1	2	4		8						
2 rounds of developing responses and revised models/mapping based FEMA review comments		\$5,723		1	4	12	12			10			
RCWD Rule Compliance Review		\$2,084	1	0	0	12	0	0	0	0	0	0	\$0
Complete assessment of the projects adherence to current RCWD Floodplain, Erosion and Sediment Control, and Public Drainage System rules		\$2,084	1			12							
Total Hours		877	35	77	76	116	86	39	380	0	50	18	\$11,115
Total Costs		\$162,244	\$7,840	\$16,401	\$15,580	\$17,980	\$12,040	\$9,126	\$63,460	\$0	\$5,750	\$2,952	\$11,115
TASK 4 - 60% DESIGN AND CONSTRUCTION PLANS		\$179,241											
Design Analysis		\$15,616	7	6	10	48	0	0	0	0	20	\$0	
Develop summary of project design criteria and constraints for 60% plans		\$6,252	4	2	2	8					20		
Incorporate anticipated constraints from regulatory reviews and applications		\$2,934	2	2	4	8							
Develop and analyze design alternatives based on updated design criteria and constraints		\$6,430	1	2	4	32							
Initial Updates to Preliminary Designs (based on alternatives analysis)		\$19,980	4	8	20	0	48	0	0	0	40	\$0	
Define Design Criteria / regulatory impacts		\$3,477	1	1	8		10						
Outlet design alternatives (assume 2)		\$4,350	1		6		16				4		
Dredge design alternatives (assume 2)		\$4,398	1	6			16				4		
Prelim Plan updates		\$7,755	1	1	6		6				32		
Hydrologic and Hydraulic Assessment of Outlet Structure		\$10,600	0	8	16	32	0	0	0	0	4	\$0	
Outlet works sizing and design		\$5,628		4	8	16					4		
XPSWMM update and flood elevations		\$4,972		4	8	16							
Geotechnical Analysis		\$11,370	8	2	8	40	0	0	0	0	8	\$0	
Embankment / outlet design		\$11,370	8	2	8	40					8		
Develop 60% Construction Plans		\$89,458	9	54	44	0	150	0	0	0	280	\$0	
Site plan showing project components and access		\$4,278	1	2	4		6				12		
Quantities, Tabulations, general notes		\$3,890		2			6				16		
Existing conditions/demo		\$4,546		2			6				20		
Sediment forebay		\$5,476	1	4			8				20		
Dam outlet and embankment		\$15,908	1	8	20		12				50		
Structural sheets for outlet or sheetpile		\$9,732		4			40				20		
Dredging and dewatering		\$12,308	1	4	8		24				38		
Restoration		\$4,596		4			8				16		
Erosion and sediment control		\$4,820	1	4			8				16		
Traffic control		\$4,820	1	4			8				16		
Cross sections		\$6,132	1	4			8				24		
Details		\$12,952	2	12	12		16				32		
Design Reporting		\$13,085	3	13	12	40	0	0	0	0	6	\$0	
Update project design report (assume xx pages)		\$7,544	2	12	4	24							
Operation and maintenance manual (dam + sediment forebay)		\$5,541	1	1	8	16					6		
Miscellaneous Design Tasks		\$19,132	12	28	20	20	0	0	0	0	20	\$0	
Meetings with City and RCWD staff throughout design (4 meetings)		\$5,136	8	8	8								
Dredge plan development and engage with contractors on construction methods		\$9,320	2	4	8	20					20		
Correspondence with City and RCWD to coordinate plan details, schedule meetings, reviews, etc.		\$4,676	2	16	4								
Total Hours		1,048	43	119	130	180	198	0	0	0	378	\$0	
Total Costs		\$179,241	\$9,632	\$25,347	\$26,650	\$27,900	\$27,720	\$0	\$0	\$0	\$61,992	\$0	
TASK 5 - FINAL DESIGN AND CONSTRUCTION DOCUMENTS		\$73,452											
Determine division of phase 1 and phase 2		\$7,464		8		16					20		
Prepare draft final construction drawings		\$24,896	8	8	24		24				80		
Prepare draft of project specifications		\$13,080	2	4	12	24	40						
Opinion of Probable Cost and Bid Quantities		\$4,962		2	8		16				4		
Internal QA/QC review		\$3,496	8	8									
Final revisions to Bid Documents based on review		\$7,430	1	2	8	12					20		
Finalize Design Report (update from 60%)		\$8,332	1	4	8	32					4		
Meetings with City and RCWD staff through final design development (2 meetings)		\$3,792	2	8	8								
Total Hours		426	22	44	68	84	80	0	0	0	128	\$0	
Total Costs		\$73,452	\$4,928	\$9,372	\$13,940	\$13,020	\$11,200	\$0	\$0	\$0	\$20,992	\$0	
TOTAL PROJECT COST													
Total Hours		2,625	110	264	314	410	364	43	428</				

June 13<sup>th</sup>, 2025

Alex Schmidt, PE  
Civil Engineer/Principal  
Houston Engineering, Inc.  
Aschmidt@houstoneng.com

**Re: Proposal for the Phase I Archaeological Survey for the Jones Lake Dredging and Outlet Project in New Brighton, Ramsey County, Minnesota.**

## **Project Description**

At the request of Houston Engineering (Houston), In Situ Archaeological Consulting, LLC (In Situ) is pleased to submit this proposal for a Phase I cultural resource investigation in support of a lake dredging project in New Brighton, Minnesota. The proposed work includes sediment removal and shoreline alteration of Jones Lake, which could impact archaeological sites. The project area is approximately 55 acres. In Situ expected approximately 10 acres of survey.

Due to the involvement of federal permitting and/or funding, the project will be subject to compliance with Section 106 of the National Historic Preservation Act (NHPA). In Situ is prepared to assist with all necessary cultural resource assessments to ensure regulatory compliance and support project implementation.

The SOW includes the following tasks to be completed to the guidelines of the Minnesota State Historic Preservation Office (SHPO):

- Task 1: Phase IA Background Literature Review and Phase IA Report Preparation;
- Task 2: Agency Coordination
- Task 3: Phase I Archaeological Survey within the proposed project boundary;
- Task 4: Report Preparation and completion of site forms, dependent on survey results.

## **Scope of Work**

**Task 1 – Background Literature Review.** The cultural resources background study will cover a two-mile-wide corridor, extending one mile from either side of the proposed project. This task will be completed using site files and inventory files maintained by the Minnesota SHPO and the Office of the State Archaeologist. In addition, background research will be completed by reviewing historic maps, atlases, LiDAR review, MnDOT highway log review, current aerial photographs, soils mapping, topographic and geomorphic data, and other sources that might provide information for the locations of historic-era sites, areas of prior disturbance, etc.

To assess the potential for archaeological resources, In Situ will evaluate terrain, proximity to water resources, geomorphic context, and topographic setting. Areas with a slope over 20 degrees, poorly drained soils, or that are low-lying/wet or previously disturbed (excluding plowed agricultural fields) will generally be considered low potential for archaeological resources. Conversely, areas will be flagged for high or moderate archaeological potential if they meet criteria such as:

- Located within undisturbed land (excluding plowed agricultural fields);

- Located on a topographically significant landscape feature;
- Proximity of a suitable former or existing water source (named waterbody and perennial streams; within 150 m for high potential and within 200 m for moderate potential);
- Proximity of a previously recorded archaeological site (within 100 m).

These parameters will guide the identification and mapping of high-potential areas to inform survey design and planning.

**Task 2 – Agency Coordination and Consultation.** In Accordance with state and federal regulations, In Situ will obtain a Phase I archaeological investigation permit from the Office of the State Archaeologists (OSA) prior to initiating fieldwork. This permit process may require up to 30-40 business days for approval. Throughout the process of the proposed project, In Situ will consult as needed with the various agencies including, but not limited to: Minnesota SHPO, Minnesota OSA, Minnesota Indian Affairs Council (MIAC), and various interested tribal representatives and Tribal Historic Preservation Offices (THPO).

**Task 3 – Phase I Archaeological Survey.** Following receipt of detailed GIS mapping depicting the extent of the project and survey area, a Phase I archaeological survey for this project will be completed to the guidelines provided by the Minnesota SHPO. A pre-field review will include assessment of LiDAR imagery, General Land Office (GLO) plat maps, and historic aerial photography to delineate areas of high archaeological potential. Fieldwork will follow state guidelines and will consist of the following survey methods.

*Visual Inspection* – Areas unlikely to contain cultural resources (e.g., disturbed areas, steep slopes, and low-lying wet areas) will be visually inspected. This method will be used to verify the absence or likelihood of any cultural resources within these areas. This method will also be utilized to document the general terrain and the surrounding area. This method will be used to help identify areas to complete a targeted Phase I survey and to identify areas of low cultural resource potential.

*Pedestrian Survey* – this method is used to survey landforms where ample/acceptable ground surface visibility is present (e.g., plowed field). The survey transect intervals will range between 5 to 15 m. All identified artifacts are to be documented with a sub-meter GPS unit and collected.

*Shovel Testing* – this method is used to sample subsurface contexts in areas with poor ground surface visibility that is not within disturbed areas, steep slopes, and low-lying wet areas. A shovel test will be 30-40 cm in circular diameter and are excavated on a grid at 15 m intervals, with additional radial shovel tests conducted at 5 m intervals should any artifacts be discovered. All positive shovel tests will be documented using a sub-meter GPS unit. Excavated soil is screened through a 0.25-inch hardware cloth/mesh. Shovel tests are to be excavated at least 20 cm into the subsoil.

It is expected that a single crew consisting of a crew chief and up to two field technicians will be used. The crew will be supervised by a qualified archaeologist who meets the requirements of the Secretary of the Interior's Guidelines for Professional Qualifications in Archaeology. A sub-meter GPS unit will be used to ensure field personnel maintain accurate survey tracts and do not survey outside the project area.

**Task 4 – Report Preparation.** Upon completion of fieldwork, In Situ will prepare a comprehensive technical report summarizing the methods, findings, and recommendations of the Phase I archaeological survey. For this project, a short report may be produced since the survey area is less than 40 acres in size and if the survey yields negative results for cultural resources. If a site(s) is identified within the project area, a full report and site form(s) will need to be produced, which will require a change order for additional time and costs. The report will adhere to SHPO formatting standards. The final report will be created in Microsoft Word and single-spaced on standard-sized (8.5 x 11 inch) white paper. Page numbers will appear on all pages. Maps, photographs, and other graphics will be clearly presented. Maps will include the locations of all previously recorded resources, previous inventories, and detailed GIS maps. The final report will be suitable for submission to the SHPO. In addition, shapefiles that depict all cultural resources, locations on the NRHP, and cultural resources inventories will be provided to Houston.

## **Time Schedule**

- Task 1: Completed within 5-10 business days after receipt of project GIS data.
- Task 2: OSA permit can be initiated within 5-10 business days after the notice to proceed. This permitting process may require up to 30-40 business days for approval.
- Task 3: Fieldwork will begin within 10-15 business days after the completion of Task 2, pending landowner access and weather. The survey is expected to take no more than 2 field days to complete.
- Task 4: Final report completed within 15 business days of fieldwork completion.

## **Deliverables**

- One (1) draft report (PDF) submitted to client for review.
- One (1) final report (PDF) upon approval.
- Shapefiles and GIS data (depending on survey results).

## Cost Proposal

For this SOW, In Situ can complete Tasks 1-4 for **\$11,113.00** as detailed in the table below.

<b>Task 1: Background Literature Review</b>	\$1,340.00
<b>Task 2: Agency Coordination</b>	\$840.00
<b>Task 3: Archaeological Survey*</b>	\$6,453.00
<b>Task 4: Report Preparation**</b>	\$2,480.00
<b>Total Cost (Estimated)</b>	<b>\$11,113.00</b>

\* Assuming there are no lost field days due to inclement weather, and most of the project area are subject to shovel testing.

\*\* Assuming the production of 5 archaeological site forms. If more than 5 archaeological site forms are needed, an additional \$250 per archaeological site form will be added to the cost. Assuming negative results a short report format may be produced. If a site(s) is identified within the project area, a full report and site form(s) will need to be produced, which will require a change order for an additional **\$1,432.00**.

These prices are valid until **December 31, 2025**. Unless agreed to otherwise, terms are payment in full within 60 calendar days of the receipt of In Situ's invoice, which will be submitted to Houston Engineering upon completion of the project. A late fee of 1.5% per month on any unpaid balance will be applied. In the event that the client does not honor these terms of payment, the client agrees to pay any additional collection, attorney, court costs, and/or interest charges.

## Project Assumptions

- Project supervision will be overseen by a SOI-qualified archaeologist.
- In Situ is not responsible for obtaining landowner permission for the field survey.
- In Situ will make every effort to avoid all crop damage but is not responsible for any unavoidable damage to crops resulting from the survey.
- No human remains will be identified within the project area.
- Assuming there are no lost field days due to inclement weather.
- The survey will not extend outside of the project area.
- At this time, the survey does not include an architectural component.
- Assuming most of the project area is subject to shovel testing.
- Archaeological fieldwork is expected to take no more than 2 field days to complete the survey for each project, pending landowner access, weather, and other outside factors.
- Revisions to the proposed project that significantly increase the size of the survey would require a modification of this proposal.
- Any delays caused by the client that affect In Situ's field schedule and/or cause additional trips between the office and project may result in a change order.

***For In Situ Archaeological Consulting, LLC:***

Signed:  \_\_\_\_\_

Name: Abraham Ledezma, M.S., RPA

Position: Principal Investigator, Archaeology

## **ITEMS REQUIRING BOARD ACTION**

3. RCWD 2025 Board of Managers Calendar Adjustment (Nick Tomczik)

# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 15, 2025  
**To:** RCWD Board of Managers  
**From:** Nick Tomczik, Administrator  
**Subject:** RCWD 2025 Board of Managers Calendar Adjustment

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### **Introduction**

The RCWD Board of Manager's is required to adopt and maintain an accurate calendar of its scheduled meetings.

### **Background**

The District adopted its 2025 Board of Managers Calendar at its December 11, 2024 meeting. At their July 7, 2025, workshop, the Board discussed the proposed budget for 2026 and potential future meeting schedule. The adoption of the budget and levy at its September 10, 2025 meeting provides for meeting the September 15<sup>th</sup> deadline for the watershed district budget adoption. This schedule places the budget public hearing on the August 27<sup>th</sup> board meeting. This change in schedule requires the Board to adjust the District 2025 Board of Manager Calendar.

### **Staff Recommendation**

District staff recommend that the Board of Managers amend the Board calendar to set the budget public hearing on the August 27<sup>th</sup> Board meeting.

### **Proposed Motion**

Manager \_\_\_\_\_ moves to adopt revised 2025 Board of Managers Calendar, seconded by Manager \_\_\_\_\_.

### **Attachment**

- Adjusted 2025 Board of Managers Calendar



# RICE CREEK WATERSHED DISTRICT – 2025 BOARD OF MANAGERS CALENDAR approved 12/11/2024

<b>JANUARY</b> 1/1: New Year's Holiday- Office Closed 1/1 NO CAC Mtg 6: Board Workshop (9 a.m. RCWD office) 9: Thursday, Regular Bd. Mtg. (9:00 am Mounds View CC) 9: Per Diem & Mileage Claim Forms Due 20: MLK Day-Office Closed 22: Regular Bd. Mtg. (9:00 am Mounds View CC)	<b>FEBRUARY</b> 5: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Waller 10: Board Workshop (9 a.m. RCWD office) 12: Regular Bd.Mtg. (9:00 am Mounds View CC) 13: Per Diem & Mileage Claim Forms Due 17: President's Day- Office Closed 19: MW Legislative Event, Capitol Ridge Hotel in St. Paul 26: Regular Bd.Mtg. (9:00 am Mounds View CC)	<b>MARCH</b> 5: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Robertson 10: Board Workshop (9 a.m. RCWD office) 12: Regular Bd.Mtg. (9:00 am Mounds View CC) 13: Per Diem & Mileage Claim Forms Due 26: Regular Bd. Mtg. (9:00 am Mounds View CC)	<b>APRIL</b> 2: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Wagamon 7: Board Workshop (9 a.m. RCWD office) 9: Regular Bd.Mtg. (9:00 am Mounds View CC) 10: Per Diem & Mileage Claim Forms Due 23: Regular Bd.Mtg. (9:00 am Mounds View CC)	<b>MAY</b> 7: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Bradley 12: Board Workshop (9 a.m. RCWD office) 14: Regular Bd.Mtg. (9:00 am Mounds View CC) 15: Per Diem & Mileage Claim Forms Due 28: Regular Bd. Mtg. (9:00 am Mounds View CC) 26: Memorial Day -Office Closed	<b>JUNE</b> 4: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Weinandt 9: Board Workshop (9 a.m. RCWD office) 11: Regular Bd.Mtg. (9:00 am Mounds View CC) 12: Per Diem & Mileage Claim Forms Due 19: Juneteenth -Office Closed 23: Monday Regular Bd.Mtg.(9:00 am Mounds View CC) 24-26: MW Summer Tour, Roseau River WD
<b>JULY</b> 2: NO CAC Mtg 4 Independence Day- Office Closed 7: Board Workshop (9 a.m. RCWD office) 9: Regular Bd.Mtg. (9:00 am Mounds View CC) 10: Per Diem & Mileage Claim Forms Due 23: Regular Bd.Mtg. (9:00 am Mounds View CC)	<b>AUGUST</b> 6: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Waller 11: Board Workshop (9 a.m. RCWD office) 13: Regular Bd.Mtg (9:00 am Mounds View CC) 14: Per Diem & Mileage Claim Forms Due 27: Regular Bd.Mtg. & Proposed Budget Hrg & announce Dec. Truth & Taxation public meeting (9:00 am Mounds View CC)	<b>SEPTEMBER</b> 1: Labor Day - Office Closed 3: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Robertson 8: Board Workshop (9 a.m. RCWD office) 10: Regular Bd.Mtg (9:00 am Mounds View CC) 11: Per Diem & Mileage Claim Forms Due 24: Regular Bd.Mtg. (9:00 am Mounds View CC)	<b>OCTOBER</b> 1: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Wagamon 6: Board Workshop (9 a.m. RCWD office) 8: Regular Bd.Mtg. (9:00 am Mounds View CC) 9: Per Diem & Mileage Claim Forms Due 22: Regular Bd.Mtg. (9:00 am Mounds View CC)	<b>NOVEMBER</b> 5: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Bradley 10: Board Workshop (9 a.m. RCWD office) 11: Veteran's Day-Office Closed 12: Regular Bd.Mtg. (9:00 am Mounds View CC*) 13: Per Diem & Mileage Claim Forms Due 26: NO Regular Bd.Mtg 27 & 28 Thanksgiving Holiday- Office Closed	<b>DECEMBER</b> TBA MW Annual Mtg 3: CAC Mtg (5:30 pm RCWD office) Liaison: Mgr Weinandt 8: Board Workshop (9 a.m. RCWD office) 10: Regular Brd.Mtg.& Truth & Taxation public mtg (6:30 pm Mounds View CC) 11: Per Diem & Mileage Claim Forms Due 24 & 25: Christmas Holiday- Office Closed 24: NO Regular Bd.Mtg. 1/1: New Year's Holiday- Office Closed

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

Revised 7/23/2025

## **ITEMS REQUIRING BOARD ACTION**

4. Check Register Dated July 23, 2025, in the Amount of \$297,565.18 and July Interim Financial Statements Prepared by Redpath and Company

**Rice Creek Watershed District**  
**Check Register**  
**July 10, 2025 - July 23, 2025**  
**To Be Approved at the July 23, 2025 Board Meeting**

Check #	Date	Payee	Description	
26542	07/23/25	Barr Engineering	Engineering Expense	\$2,578.50
26543	07/23/25	Beisswengers Hometown Hardware	Field Supplies	100.71
26544	07/23/25	Carp Solutions, LLC	Professional Services	10,010.00
26545	07/23/25	City of Arden Hills	Construction -SMG grant	67,259.20
26546	07/23/25	City of Roseville	Construction -Final RCD4 reimb.	3,189.93
26547	07/23/25	Freshwater Society	Contracted Services	5,000.00
26548	07/23/25	Growing Green Hearts, LLC	Contracted Services	500.00
26549	07/23/25	Tom Hoffman	Contracted Services	700.00
26550	07/23/25	Milan Homola	Construction-Mini Grant	500.00
26551	07/23/25	Houston Engineering, Inc.	Engineering Expense	63,194.80
26552	07/23/25	Hubbard Electric	Professional Services	202.50
26553	07/23/25	Leymar Companies LLC	Professional Services	3,531.15
26554	07/23/25	NineNorth	Professional Services	470.00
26555	07/23/25	ODP Business Solutions, LLC	Office Supplies	160.18
26556	07/23/25	Postmaster	Legal Notices	1,598.83
26557	07/23/25	Premium Waters, Inc.	Meeting Supplies	125.44
26558	07/23/25	Print Central	Education & Communication	89.59
26559	07/23/25	Ramsey County	Contracted Services	4,320.00
26560	07/23/25	Rectangle Designs, LLC	Training and Education	250.00
26561	07/23/25	Redpath & Company, LLC	Accounting Expense	4,885.00
26562	07/23/25	RMB Environmental Laboratories, Inc.	Lab Expense	10,157.60
26563	07/23/25	Rymark	Professional Services	3,118.80
26564	07/23/25	Kalli Shades	Construction -Mini Grant	500.00
26565	07/23/25	Smith Partners	Legal	645.60
26566	07/23/25	Stantec Consulting Services Inc.	Contracted Services	2,298.96
26567	07/23/25	Timesaver Off Site Secretarial	Professional Services	397.50
11468	07/23/25	Katie Bach	Surety Release - #23-069	1,000.00
11469	07/23/25	Luke Daninger	Surety Release - #22-061	1,000.00
11470	07/23/25	Gerald Krueger	Surety Release - #01-023	250.00
11471	07/23/25	River City Asphalt Inc.	Surety Release - #94-121	1,000.00
Payroll	07/31/25	July 31st Payroll (estimate)	July 31st Payroll (estimate)	41,519.13
Payroll	07/31/25	Manager Per Diem/Expenses (estimate)	Manager Per Diem/Expenses (estimate)	2,368.04
EFT	05/21/25	Card Services-Elan	May/June Credit Card	(21.84)
EFT	07/19/25	Card Services-Elan	June/July Credit Card	8,837.56
EFT	07/04/25	Health Equity	Employee Benefits	39.00
EFT	06/17/25	Health Equity	Employee Benefits	16.68
EFT	06/18/25	Health Equity	Employee Benefits	319.00
EFT	06/30/25	Health Equity	Employee Benefits	83.20
EFT	07/07/25	Health Equity	Employee Benefits	284.44
EFT	07/07/25	First Unum Life Insurance Company	July Employee Benefits	1,125.11
EFT	07/07/25	First Unum Life Insurance Company	August Employee Benefits	1,125.11
EFT	07/23/25	Medica	August Employee Benefits	13,458.51
EFT	07/23/25	Delta Dental of Minnesota	August Employee Benefits	1,116.29
EFT	07/23/25	Blaine Shopping Center	Rent	8,836.98
EFT	07/14/25	Metronet	Telecommunications	552.54
EFT	07/23/25	Verizon Wireless	Telecommunications	645.97
EFT	07/23/25	Verizon Wireless	Telecommunications	198.22

Check #	Date	Payee	Description	
EFT	07/23/25	Xcel Energy	Telecommunications	121.96
EFT	07/31/25	4M Bank Fee (estimate)	Check Positive Pay-surety fee (estimate)	80.25
EFT	07/31/25	4M Bank Fee (estimate)	Check Positive Pay-admin fee (estimate)	81.50
EFT	07/31/25	4M Bank Fee	ACH Positive Pay-monthly fee	17.50
EFT	07/31/25	Internal Revenue Service (estimate)	7/31 Federal Withholding (estimate)	14,056.90
EFT	07/31/25	Minnesota Revenue (estimate)	7/31 State Withholding (estimate)	2,519.00
EFT	07/31/25	Empower Retirement	7/31 Deferred Compensation	1,060.00
EFT	07/31/25	Empower Retirement	7/31 Roth IRA	190.00
EFT	07/31/25	Health Equity	7/31 HSA	453.83
EFT	07/31/25	PERA (estimate)	7/31 PERA (estimate)	8,112.23
EFT	07/31/25	Empower Retirement (estimate)	July Health Care Savings (estimate)	1,333.78
<b>Total</b>				<b><u>\$297,565.18</u></b>

Rice Creek Watershed District Budget Status Report  
Administrative & Program Budget  
Fiscal Year 2025  
7/31/2025

Combined General & Administrative	Budget Item	Account Number	Original Budget	Budget Adjustment	Current Month Expenses	Year-to-Date Expenses	Current Budget Balance	Percent of Budget
Manager	Per diems	4000	\$33,000.00	-	\$1,375.00	\$13,250.00	\$19,750.00	40.15%
	Manager expenses	4010-4011	9,000.00	-	1,215.93	\$2,980.31	6,019.69	33.11%
Employees	Staff salary/taxes/benefits	4100-4140	261,869.00	-	19,798.98	144,120.38	117,748.62	55.04%
	District training & education	4265	9,000.00	-	29.00	419.81	8,580.19	4.66%
	Employee expenses	4320	1,100.00	-	-	371.07	728.93	33.73%
Administration/ Office	Office/Meeting/Software	4200-4205	5,750.00	-	1,274.24	4,221.05	1,528.95	73.41%
	Printing	4208	500.00	-	-	-	500.00	0.00%
	Rent/Office	4210	25,000.00	-	1,767.40	12,376.55	12,623.45	49.51%
	Telecommunications	4240	4,904.00	-	306.68	2,122.77	2,781.23	43.29%
	Dues	4245	15,899.00	-	-	15,158.00	741.00	95.34%
	Publications	4250	200.00	-	-	85.00	115.00	42.50%
	Insurance	4270	8,000.00	-	-	7,103.04	896.96	88.79%
	Postage	4280	1,100.00	-	-	-	1,100.00	0.00%
	Legal Notices	4290	1,500.00	-	-	-	1,500.00	0.00%
	Office Equipment/Lease	4635	4,450.00	-	142.30	1,315.17	3,134.83	29.55%
<b>Sub-Total-Administration:</b>			<b>381,272.00</b>	-	<b>25,909.53</b>	<b>203,523.15</b>	<b>177,748.85</b>	<b>53.38%</b>
Consultants	Auditor/Accounting	4330	22,000.00	-	2,030.00	13,984.12	8,015.88	63.56%
	Legal	4410	50,000.00	-	1,482.00	18,577.90	31,422.10	37.16%
	Consultants/Professional Serv.	4420	26,000.00	-	1,239.50	7,518.90	18,481.10	28.92%
	Engineering-General	4500	56,000.00	-	3,930.17	21,535.00	34,465.00	38.46%
<b>Sub-Total-Consultants:</b>			<b>154,000.00</b>	-	<b>8,681.67</b>	<b>61,615.92</b>	<b>92,384.08</b>	<b>40.01%</b>
<b>TOTAL</b>			<b>\$535,272.00</b>	-	<b>\$34,591.20</b>	<b>\$265,139.07</b>	<b>\$270,132.93</b>	<b>49.53%</b>

No Assurnace Is Provided On These Financial Statements

Rice Creek Watershed District Budget Status Report  
Administrative & Program Budget  
Fiscal Year 2025  
7/31/2025

Revenue/Expenditures By Project		2025 Budget	2025 Year to date Revenue	2025 Current Month Expense	2025 Year to date Expense	Current Budget Balance	Percent of Budget
10 - General and Administrative		\$535,272.00	\$268,739.80	\$34,591.20	\$265,139.07	\$270,132.93	49.53%
30 - Environmental Education		305,389.00	139,526.05	23,336.87	136,543.97	168,845.03	44.71%
35 - Information Management		316,014.00	144,829.32	13,129.75	126,822.95	189,191.05	40.13%
60 - Restoration Projects		2,922,551.00	608,236.90	96,948.60	483,162.47	2,439,388.53	16.53%
70 - Regulatory		1,565,687.00	730,516.77	95,735.34	655,879.49	909,807.51	41.89%
80 - Ditch & Creek Maintenance		1,955,483.00	856,896.11	61,139.36	434,262.80	1,521,220.20	22.21%
90 - Lake & Stream Management		1,155,911.00	586,711.63	60,992.16	363,019.45	792,891.55	31.41%
95 - District Facilities		654,307.00	342,399.20	27,067.06	124,266.64	530,040.36	18.99%
<b>Total District Revenue/Expenditures</b>		<b>\$9,410,614.00</b>	<b>\$3,677,855.78</b>	<b>\$412,940.34</b>	<b>\$2,589,096.84</b>	<b>\$6,821,517.16</b>	<b>27.51%</b>

**Current Fund Balances:**

Fund:		Fund Balance @ 12/31/2024	2025 Fund Balance Transfers	2025 Year to date Revenue	2025 Current Month Expense	2025 Year to date Expense	Fund Balance @ 7/31/2025
10 - General Fund		\$653,497.17	-	\$268,739.80	\$34,591.20	\$265,139.07	\$657,097.90
30 - Environmental Education		290,193.75	-	139,526.05	23,336.87	136,543.97	293,175.83
35 - Information Management		423,303.31	-	144,829.32	13,129.75	126,822.95	441,309.68
60 - Restoration Projects		3,509,694.96	-	608,236.90	96,948.60	483,162.47	3,634,769.39
70 - Regulatory		1,189,787.81	-	730,516.77	95,735.34	655,879.49	1,264,425.09
80 - Ditch & Creek Maintenance		1,729,405.19	-	856,896.11	61,139.36	434,262.80	2,152,038.50
90 - Lake & Stream Management		1,158,894.38	-	586,711.63	60,992.16	363,019.45	1,382,586.56
95 - District Facilities		1,151,539.17	-	342,399.20	27,067.06	124,266.64	1,369,671.73
99 - Project Anticipation		4,500,000.00	-	-	-	-	4,500,000.00
<b>Total District Fund Balance:</b>		<b>\$14,606,315.74</b>	<b>-</b>	<b>\$3,677,855.78</b>	<b>\$412,940.34</b>	<b>\$2,589,096.84</b>	<b>\$15,695,074.68</b>

Rice Creek Watershed District

## **Interim Financial Statements**

*July 31, 2025*



4810 White Bear Parkway White Bear Lake, MN 55110 651.426.7000 [www.redpathcpas.com](http://www.redpathcpas.com)

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

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - General Fund - 10**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>GENERAL FUND - 10-00</u></b>				
Revenues				
General Property Tax	\$ 261,996.81	\$ 261,996.81	510,167.00	(248,170.19)
Interest Revenue	0.00	(40,340.58)	0.00	(40,340.58)
Investment Interest-Surety	0.00	39,887.47	25,105.00	14,782.47
Investment Income	0.00	7,060.18	0.00	7,060.18
Miscellaneous Revenue	0.00	135.92	0.00	135.92
Total Revenues	261,996.81	268,739.80	535,272.00	(266,532.20)
Expenses				
Manager Per Diem	1,375.00	13,250.00	33,000.00	(19,750.00)
Manager Expense	663.63	1,284.07	4,000.00	(2,715.93)
Manager Travel	552.30	1,696.24	5,000.00	(3,303.76)
Wages	14,229.14	99,803.96	178,469.00	(78,665.04)
Benefits	1,837.58	17,020.89	35,086.00	(18,065.11)
PERA Expense	1,069.57	7,475.04	13,385.00	(5,909.96)
HCSA Contributions	1,333.78	7,997.62	16,275.00	(8,277.38)
Payroll Taxes	1,169.31	8,497.47	13,653.00	(5,155.53)
Payroll Taxes-Unemployment	159.60	3,325.40	5,000.00	(1,674.60)
Office Supplies	138.67	1,358.04	2,426.00	(1,067.96)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	0.00	0.00	250.00	(250.00)
Meeting Supplies	956.32	1,603.51	2,500.00	(896.49)
Printing	0.00	0.00	500.00	(500.00)
Rent	1,767.40	12,376.55	25,000.00	(12,623.45)
Telecommunications	306.68	2,122.77	4,904.00	(2,781.23)
Dues	0.00	15,158.00	15,899.00	(741.00)
Publications	0.00	85.00	200.00	(115.00)
Training & Education	29.00	419.81	9,000.00	(8,580.19)
Insurance & Bonds	0.00	7,103.04	8,000.00	(896.96)
Postage	0.00	0.00	1,100.00	(1,100.00)
Legal Notices	0.00	0.00	1,500.00	(1,500.00)
Staff Travel	0.00	371.07	1,100.00	(728.93)
Audit & Accounting	2,030.00	13,984.12	22,000.00	(8,015.88)
Professional Services	1,239.50	7,198.90	19,000.00	(11,801.10)
Contracted Services	0.00	320.00	7,000.00	(6,680.00)
Legal	1,482.00	18,577.90	50,000.00	(31,422.10)
Engineering	3,930.17	21,535.00	56,000.00	(34,465.00)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Equipment Lease	142.30	1,315.17	2,200.00	(884.83)
Bank Charges	179.25	1,259.50	325.00	934.50
Total Expenses	34,591.20	265,139.07	535,272.00	(270,132.93)
<b>Total Revenues Over/(Under)</b>	<b>227,405.61</b>	<b>3,600.73</b>	<b>0.00</b>	<b>3,600.73</b>
<b>Expenditures - General Fund</b>	<b>227,405.61</b>	<b>3,600.73</b>	<b>0.00</b>	<b>3,600.73</b>
<b>Total Revenue Over/(Under) Expenditur</b>	<b>\$ 227,405.61</b>	<b>3,600.73</b>	<b>0.00</b>	<b>3,600.73</b>



**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Communication & Outreach - 30**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>COMMUNICATION &amp; OUTREACH - 30-00</u></b>				
Revenues				
General Property Tax	\$ 90,418.88	\$ 90,418.88	185,936.00	(95,517.12)
Interest Income	0.00	6,306.06	14,323.00	(8,016.94)
Investment Income	0.00	4,028.01	0.00	4,028.01
Total Revenues	90,418.88	100,752.95	200,259.00	(99,506.05)
Expenses				
Wages	8,373.86	58,617.02	103,919.00	(45,301.98)
Interns	0.00	0.00	4,434.00	(4,434.00)
Benefits	966.62	7,084.65	10,988.00	(3,903.35)
PERA Expense	628.04	4,396.28	7,794.00	(3,397.72)
Payroll Taxes	624.04	4,371.29	8,289.00	(3,917.71)
Office Supplies	55.35	84.62	1,213.00	(1,128.38)
Field Supplies	0.00	112.14	250.00	(137.86)
Computer Software	0.00	0.00	500.00	(500.00)
Meeting Supplies	0.00	0.00	500.00	(500.00)
Printing	0.00	0.00	250.00	(250.00)
Rent	883.70	6,185.90	12,500.00	(6,314.10)
Telecommunications	153.34	1,061.44	2,452.00	(1,390.56)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	0.00	605.55	4,500.00	(3,894.45)
Insurance and Bonds	0.00	3,551.52	4,000.00	(448.48)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	0.00	146.16	550.00	(403.84)
Audit & Accounting	1,015.00	6,945.89	11,000.00	(4,054.11)
Professional Services	0.00	61.25	3,000.00	(2,938.75)
Contracted Services	0.00	320.00	7,000.00	(6,680.00)
Legal	0.00	805.20	3,000.00	(2,194.80)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	0.00	0.00	1,000.00	(1,000.00)
Equipment-Lease	71.15	657.57	1,100.00	(442.43)
Total Expenses	12,771.10	95,006.48	190,389.00	(95,382.52)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Communication:</b>	<b>77,647.78</b>	<b>5,746.47</b>	<b>9,870.00</b>	<b>(4,123.53)</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Communication & Outreach - 30**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>WATERSHED COMMUNICATION &amp; OUTREACH - 30-02</u></b>				
Revenues				
General Property Tax	4,621.96	4,621.96	14,000.00	(9,378.04)
Total Revenues	4,621.96	4,621.96	14,000.00	(9,378.04)
Expenses				
Computer Software	0.00	0.00	1,000.00	(1,000.00)
Meeting Supplies	0.00	9.37	0.00	9.37
Printing	0.00	240.00	1,000.00	(760.00)
Training & Education	940.25	2,357.00	8,500.00	(6,143.00)
Legal	0.00	1,423.30	3,500.00	(2,076.70)
Total expenses	940.25	4,029.67	14,000.00	(9,970.33)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Watershed Communicati</b>	<b>3,681.71</b>	<b>592.29</b>	<b>0.00</b>	<b>592.29</b>

**MASTER WATER STEWARD PROGRAM - 30-03**

Revenues				
General Property Tax	2,567.75	2,567.75	9,500.00	(6,932.25)
Total Revenues	2,567.75	2,567.75	9,500.00	(6,932.25)
Expenses				
Training & Education	0.00	0.00	5,000.00	(5,000.00)
Contracted Services	0.00	8,100.00	25,000.00	(16,900.00)
Total expenses	0.00	8,100.00	30,000.00	(21,900.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Master Water:</b>	<b>2,567.75</b>	<b>(5,532.25)</b>	<b>(20,500.00)</b>	<b>14,967.75</b>

**OUTREACH PARTNERSHIPS - 30-04**

Revenues				
General Property Tax	22,082.69	22,082.69	28,000.00	(5,917.31)
Total Revenues	22,082.69	22,082.69	28,000.00	(5,917.31)
Expenses				
Training & Education	325.52	995.66	10,000.00	(9,004.34)
Contracted Services	6,300.00	23,125.00	33,000.00	(9,875.00)
Total expenses	6,625.52	24,120.66	43,000.00	(18,879.34)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Outreach:</b>	<b>15,457.17</b>	<b>(2,037.97)</b>	<b>(15,000.00)</b>	<b>12,962.03</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Communication & Outreach - 30**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>MINI-GRANTS PROGRAM - 30-05</u></b>				
Revenues				
General Property Tax	8,987.15	8,987.15	8,630.00	357.15
Total Revenues	8,987.15	8,987.15	8,630.00	357.15
Expenses				
Construction	3,000.00	5,287.16	20,000.00	(14,712.84)
Total expenses	3,000.00	5,287.16	20,000.00	(14,712.84)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Mini-Grants:</b>	<b>5,987.15</b>	<b>3,699.99</b>	<b>(11,370.00)</b>	<b>15,069.99</b>
<b><u>ENGINEERING &amp; TECHNICAL SUPPORT - 30-06</u></b>				
Revenues				
General Property Tax	513.55	513.55	3,000.00	(2,486.45)
Total Revenues	513.55	513.55	3,000.00	(2,486.45)
Expenses				
Engineering	0.00	0.00	3,000.00	(3,000.00)
Total expenses	0.00	0.00	3,000.00	(3,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Eng. &amp; Technical:</b>	<b>513.55</b>	<b>513.55</b>	<b>0.00</b>	<b>513.55</b>
<b><u>WATERSHED PLAN MAINTENANCE - 30-08</u></b>				
Revenues				
General Property Tax	0.00	0.00	2,500.00	(2,500.00)
Total Revenues	0.00	0.00	2,500.00	(2,500.00)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	4,000.00	(4,000.00)
Total expenses	0.00	0.00	5,000.00	(5,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Watershed Plan:</b>	<b>0.00</b>	<b>0.00</b>	<b>(2,500.00)</b>	<b>2,500.00</b>
<b>Total Revenue Over/(Under) Expenditur</b>	<b>\$ 105,855.11</b>	<b>\$ 2,982.08</b>	<b>(39,500.00)</b>	<b>42,482.08</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Information Management - 35**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>INFORMATION MANAGEMENT - 35-00</u></b>				
Revenues				
General Property Tax	\$ 91,254.44	\$ 91,254.44	137,693.00	(46,438.56)
Interest Revenue	0.00	6,525.31	14,821.00	(8,295.69)
Investment Interest	0.00	4,168.05	0.00	4,168.05
Total Revenues	91,254.44	101,947.80	152,514.00	(50,566.20)
Expenses				
Wages	2,470.29	17,314.21	31,856.00	(14,541.79)
Benefits	228.02	1,717.30	5,030.00	(3,312.70)
PERA Expense	185.26	1,298.53	2,389.00	(1,090.47)
Payroll Taxes	184.71	1,294.85	2,438.00	(1,143.15)
Office Supplies	27.67	42.31	606.00	(563.69)
Computer Software	26.50	1,871.54	15,203.00	(13,331.46)
Printing	0.00	0.00	125.00	(125.00)
Rent	441.85	3,092.95	6,250.00	(3,157.05)
Telecommunications	76.67	530.69	1,226.00	(695.31)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	0.00	150.27	2,250.00	(2,099.73)
Insurance and Bonds	0.00	1,775.76	2,000.00	(224.24)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Audit & Accounting	507.50	3,472.95	5,500.00	(2,027.05)
Professional Services	6,649.95	34,660.01	55,670.00	(21,009.99)
Contracted Services	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	500.00	(500.00)
Computer Equipment	0.00	17,240.00	57,320.00	(40,080.00)
Equipment	0.00	0.00	1,500.00	(1,500.00)
Equipment Lease	35.58	328.83	550.00	(221.17)
Total Expenses	10,834.00	84,790.20	192,513.00	(107,722.80)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Information Management</b>	<b>80,420.44</b>	<b>17,157.60</b>	<b>(39,999.00)</b>	<b>57,156.60</b>

**BOUNDARY MANAGEMENT PROGRAM - 35-03**

Revenues				
General Property Tax	513.55	513.55	1,000.00	(486.45)
Total Revenues	513.55	513.55	1,000.00	(486.45)
Expenses				
Legal	0.00	0.00	250.00	(250.00)
Engineering	0.00	0.00	750.00	(750.00)
Total Expenses	0.00	0.00	1,000.00	(1,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Boundary Mgmt:</b>	<b>513.55</b>	<b>513.55</b>	<b>0.00</b>	<b>513.55</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Information Management - 35**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>DISTRICT-WIDE MODEL - 35-04</u></b>				
Revenues				
General Property Tax	23,109.80	23,109.80	60,000.00	(36,890.20)
Total Revenues	23,109.80	23,109.80	60,000.00	(36,890.20)
Expenses				
Legal	0.00	0.00	7,500.00	(7,500.00)
Engineering	0.00	18,831.50	52,500.00	(33,668.50)
Total Expenses	0.00	18,831.50	60,000.00	(41,168.50)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - District-Wide Model:</b>	<b>23,109.80</b>	<b>4,278.30</b>	<b>0.00</b>	<b>4,278.30</b>
<b><u>DATABASE &amp; VIEWER MAINTENANCE - 35-05</u></b>				
Revenues				
General Property Tax	17,974.28	17,974.28	60,000.00	(42,025.72)
Total Revenues	17,974.28	17,974.28	60,000.00	(42,025.72)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	1,608.75	21,337.75	55,000.00	(33,662.25)
Construction Expense	0.00	(500.00)	0.00	(500.00)
Total expenses	1,608.75	20,837.75	60,000.00	(39,162.25)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Database &amp; Viewer:</b>	<b>16,365.53</b>	<b>(2,863.47)</b>	<b>0.00</b>	<b>(2,863.47)</b>
<b><u>DISTRICT WEBSITE - 35-15</u></b>				
Revenues				
General Property Tax	1,283.88	1,283.88	2,500.00	(1,216.12)
Total Revenues	1,283.88	1,283.88	2,500.00	(1,216.12)
Expenses				
Professional Services	687.00	2,363.50	1,500.00	863.50
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	0.00	500.00	(500.00)
Total expenses	687.00	2,363.50	2,500.00	(136.50)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - District Website:</b>	<b>596.88</b>	<b>(1,079.62)</b>	<b>0.00</b>	<b>(1,079.62)</b>
<b>Total Revenue Over/(Under) Expenditur</b>	<b>\$ 121,006.20</b>	<b>\$ 18,006.36</b>	<b>(39,999.00)</b>	<b>58,005.36</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Restoration Projects - 60**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>RESTORATION PROJECTS - 60-00</u></b>				
Revenues				
General Property Tax	\$ 132,514.86	\$ 132,514.86	200,393.00	(67,878.14)
Interest Revenue	0.00	60,348.42	137,070.00	(76,721.58)
Investment Interest	0.00	38,547.76	0.00	38,547.76
Total Revenues	132,514.86	231,411.04	337,463.00	(106,051.96)
Expenses				
Wages	18,148.16	126,385.31	238,530.00	(112,144.69)
Interns	0.00	0.00	4,434.00	(4,434.00)
Benefits	2,146.21	17,147.44	43,415.00	(26,267.56)
PERA Expense	1,360.78	9,526.03	17,890.00	(8,363.97)
Payroll Taxes	1,321.04	9,598.68	18,587.00	(8,988.32)
Office Supplies	55.35	184.61	1,213.00	(1,028.39)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	250.00	(250.00)
Rent	883.70	6,185.90	12,500.00	(6,314.10)
Telecommunications	153.34	1,061.44	2,452.00	(1,390.56)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	0.00	531.55	4,500.00	(3,968.45)
Insurance and Bonds	0.00	3,551.52	4,000.00	(448.48)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	1,000.00	(1,000.00)
Staff Travel	0.00	0.00	550.00	(550.00)
Vehicle	0.00	0.00	12,000.00	(12,000.00)
Audit & Accounting	1,015.00	6,945.89	11,000.00	(4,054.11)
Professional Services	0.00	0.00	12,000.00	(12,000.00)
Contracted Services	0.00	480.00	10,500.00	(10,020.00)
Legal	488.00	1,091.40	1,750.00	(658.60)
Engineering	530.17	2,042.34	4,000.00	(1,957.66)
Equipment	0.00	0.00	1,250.00	(1,250.00)
Equipment Lease	71.15	657.57	1,100.00	(442.43)
Bank Charges	0.00	0.00	25.00	(25.00)
Total Expenses	26,172.90	185,389.68	403,846.00	(218,456.32)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Restoration Projects:</b>	<b>106,341.96</b>	<b>46,021.36</b>	<b>(66,383.00)</b>	<b>112,404.36</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Restoration Projects - 60**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>ANOKA CHAIN OF LAKES WATER MGMT. PROJECT - 60-01</u></b>				
Revenues				
General Property Tax	0.00	0.00	160,000.00	(160,000.00)
Grant Income	0.00	54,450.00	0.00	54,450.00
Total Revenues	0.00	54,450.00	160,000.00	(105,550.00)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	0.00	25,000.00	(25,000.00)
Construction	0.00	0.00	130,000.00	(130,000.00)
Total expenses	0.00	0.00	160,000.00	(160,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Anoka Chain:</b>	<b>0.00</b>	<b>54,450.00</b>	<b>0.00</b>	<b>54,450.00</b>

**LOWER RC WATER MGMT. PROJECT - 60-03**

Revenues				
General Property Tax	42,221.80	42,221.80	54,750.00	(12,528.20)
Total Revenues	42,221.80	42,221.80	54,750.00	(12,528.20)
Expenses				
Engineering	0.00	0.00	40,000.00	(40,000.00)
Construction	0.00	0.00	145,000.00	(145,000.00)
Total expenses	0.00	0.00	185,000.00	(185,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Lower RC:</b>	<b>42,221.80</b>	<b>42,221.80</b>	<b>(130,250.00)</b>	<b>172,471.80</b>

**MIDDLE RC WATER MGMT. PROJECT - 60-04**

Revenues				
General Property Tax	49,672.71	49,672.71	0.00	49,672.71
Total Revenues	49,672.71	49,672.71	0.00	49,672.71
Expenses				
Engineering	0.00	0.00	25,000.00	(25,000.00)
Construction	0.00	0.00	75,000.00	(75,000.00)
Total expenses	0.00	0.00	100,000.00	(100,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Middle RC Water Mgmt.</b>	<b>49,672.71</b>	<b>49,672.71</b>	<b>(100,000.00)</b>	<b>149,672.71</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Restoration Projects - 60**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>BALD EAGLE LAKE (BEL) WMD - 60-05</u></b>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Professional Services	0.00	12.00	0.00	12.00
Engineering	0.00	0.00	4,000.00	(4,000.00)
Construction Expense	0.00	2,784.78	24,272.00	(21,487.22)
Total expenses	0.00	2,796.78	28,272.00	(25,475.22)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Bald Eagle Lake WMD:</b>	<b>0.00</b>	<b>(2,796.78)</b>	<b>(28,272.00)</b>	<b>25,475.22</b>

**BALD EAGLE LAKE WATER MGMT. PROJECT - 60-06**

Revenues				
General Property Tax	0.00	0.00	62,050.00	(62,050.00)
Grants	0.00	0.00	30,000.00	(30,000.00)
Total Revenues	0.00	0.00	92,050.00	(92,050.00)
Expenses				
Engineering	3,516.50	28,102.16	50,000.00	(21,897.84)
Construction	0.00	25,000.00	50,000.00	(25,000.00)
Total expenses	3,516.50	53,102.16	100,000.00	(46,897.84)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Bald Eagle Lake:</b>	<b>(3,516.50)</b>	<b>(53,102.16)</b>	<b>(7,950.00)</b>	<b>(45,152.16)</b>

**RCD 2, 3 & 5 BASIC WATER MGMT. PROJECT - 60-08**

Revenues				
General Property Tax	0.00	0.00	73,000.00	(73,000.00)
Total Revenues	0.00	0.00	73,000.00	(73,000.00)
Expenses				
Legal	0.00	0.00	15,000.00	(15,000.00)
Engineering	0.00	2,095.25	335,000.00	(332,904.75)
Construction Services	0.00	0.00	150,000.00	(150,000.00)
Total expenses	0.00	2,095.25	500,000.00	(497,904.75)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Basic Water Mgmt. Proje</b>	<b>0.00</b>	<b>(2,095.25)</b>	<b>(427,000.00)</b>	<b>424,904.75</b>



**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Restoration Projects - 60**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>REGIONAL WATER MGMT.PARTNERSHIP PROJECTS - 60-11</u></b>				
Revenues				
General Property Tax	26,823.26	26,823.26	0.00	26,823.26
Total Revenues	26,823.26	26,823.26	0.00	26,823.26
Expenses				
Legal Notices	0.00	0.00	500.00	(500.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	0.00	32,500.00	(32,500.00)
Total expenses	0.00	0.00	54,000.00	(54,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Regional Water Mgmt.</b>	<b>26,823.26</b>	<b>26,823.26</b>	<b>(54,000.00)</b>	<b>80,823.26</b>
<b><u>STORMWATER MGMT. COST SHARE - 60-15</u></b>				
Revenues				
General Property Tax	153,985.39	153,985.39	226,824.00	(72,838.61)
Total Revenues	153,985.39	153,985.39	226,824.00	(72,838.61)
Expenses				
Legal Notices	0.00	954.82	3,000.00	(2,045.18)
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	5,957.00	18,000.00	(12,043.00)
Construction	67,259.20	204,218.51	1,084,933.00	(880,714.49)
Total expenses	67,259.20	211,130.33	1,106,433.00	(895,302.67)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Stormwater Mgmt.:</b>	<b>86,726.19</b>	<b>(57,144.94)</b>	<b>(879,609.00)</b>	<b>822,464.06</b>
<b><u>SW URBAN LAKES IMPLEMENTATION - 60-24</u></b>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal Notices	0.00	0.00	500.00	(500.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	410.00	19,000.00	(18,590.00)
Construction	0.00	0.00	79,500.00	(79,500.00)
Total expenses	0.00	410.00	100,000.00	(99,590.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Southwest Urban Lake</b>	<b>0.00</b>	<b>(410.00)</b>	<b>(100,000.00)</b>	<b>99,590.00</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Restoration Projects - 60**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>CLEAR LAKE WATER MGMT.PROJECT - 60-29</u></b>				
Revenues				
General Property Tax	0.00	0.00	47,158.00	(47,158.00)
Total Revenues	0.00	0.00	47,158.00	(47,158.00)
Expenses				
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	18,006.52	75,000.00	(56,993.48)
Total expenses	0.00	18,006.52	85,000.00	(66,993.48)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Clear Lake Water Mgmt.</b>	<b>0.00</b>	<b>(18,006.52)</b>	<b>(37,842.00)</b>	<b>19,835.48</b>
<b><u>STORMWATER MASTER PLANNING - 60-35</u></b>				
Revenues				
General Property Tax	17,385.45	17,385.45	18,250.00	(864.55)
Total Revenues	17,385.45	17,385.45	18,250.00	(864.55)
<b>Total Revenues Over/(Under)</b>				
Contracted Services	0.00	522.00	7,000.00	(6,478.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	7,419.25	25,000.00	(17,580.75)
Total expenses	0.00	7,941.25	35,000.00	(27,058.75)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Stormwater Master:</b>	<b>17,385.45</b>	<b>9,444.20</b>	<b>(16,750.00)</b>	<b>26,194.20</b>
<b><u>MUNICIPAL CIP EARLY COORDINATION - 60-36</u></b>				
Revenues				
General Property Tax	4,967.27	4,967.27	1,350.00	3,617.27
Total Revenues	4,967.27	4,967.27	1,350.00	3,617.27
Expenses				
Contracted Services	0.00	420.00	0.00	420.00
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	8,000.00	(8,000.00)
Total expenses	0.00	420.00	10,000.00	(9,580.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Municipal CIP:</b>	<b>4,967.27</b>	<b>4,547.27</b>	<b>(8,650.00)</b>	<b>13,197.27</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Restoration Projects - 60**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>GROUNDWATER MGMT. &amp; STORMWATER REUSE - 60-37</u></b>				
Revenues				
General Property Tax	27,319.99	27,319.99	42,000.00	(14,680.01)
Total Revenues	27,319.99	27,319.99	42,000.00	(14,680.01)
Expenses				
Contracted Services	0.00	0.00	49,000.00	(49,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	0.00	1,870.50	3,000.00	(1,129.50)
Total expenses	0.00	1,870.50	55,000.00	(53,129.50)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Groundwater Mgmt.:</b>	<b>27,319.99</b>	<b>25,449.49</b>	<b>(13,000.00)</b>	<b>38,449.49</b>
<b>Total Revenue Over/(Under) Expenditur</b>	<b>\$ 357,942.13</b>	<b>\$ 125,074.44</b>	<b>(1,869,706.00)</b>	<b>1,994,780.44</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Regulatory - 70**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>REGULATORY - 70-00</u></b>				
Revenues				
General Property Tax	\$ 186,627.90	\$ 186,627.90	141,055.00	45,572.90
Interest Revenue	0.00	32,330.23	73,432.00	(41,101.77)
Investment Interest	0.00	20,651.06	0.00	20,651.06
Total Revenues	186,627.90	239,609.19	214,487.00	25,122.19
Expenses				
Wages	28,934.32	202,480.19	348,652.00	(146,171.81)
Interns	0.00	0.00	4,434.00	(4,434.00)
Benefits	4,396.98	33,941.38	49,729.00	(15,787.62)
PERA Expense	2,175.85	15,227.78	26,149.00	(10,921.22)
Payroll Taxes	2,144.68	15,009.61	27,011.00	(12,001.39)
Office Supplies	138.37	320.54	3,032.00	(2,711.46)
Field Supplies	0.00	155.92	500.00	(344.08)
Meeting Supplies	0.00	0.00	125.00	(125.00)
Printing	0.00	0.00	625.00	(625.00)
Rent	2,209.25	15,464.75	31,250.00	(15,785.25)
Telecommunications	383.35	2,653.47	6,130.00	(3,476.53)
Publications	0.00	0.00	250.00	(250.00)
Training & Education	0.00	496.37	11,250.00	(10,753.63)
Insurance and Bonds	0.00	8,878.79	10,000.00	(1,121.21)
Postage	0.00	0.00	1,375.00	(1,375.00)
Legal Notices	0.00	0.00	300.00	(300.00)
Staff Travel	19.53	93.73	1,375.00	(1,281.27)
Vehicle	264.07	836.34	12,000.00	(11,163.66)
Audit & Accounting	2,537.50	17,364.73	27,500.00	(10,135.27)
Professional Services	0.00	0.00	3,000.00	(3,000.00)
Contracted Services	0.00	800.00	17,500.00	(16,700.00)
Legal	0.00	0.00	2,500.00	(2,500.00)
Engineering	0.00	0.00	1,250.00	(1,250.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Equipment Lease	177.88	1,643.98	2,750.00	(1,106.02)
Total Expenses	43,381.78	315,367.58	590,687.00	(275,319.42)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Regulatory Management</b>	<b>143,246.12</b>	<b>(75,758.39)</b>	<b>(376,200.00)</b>	<b>300,441.61</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Regulatory - 70**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>RULE REVISION &amp; PERMIT GUIDANCE - 70-01</u></b>				
Revenues				
General Property Tax	18,040.22	18,040.22	40,000.00	(21,959.78)
Total Revenues	18,040.22	18,040.22	40,000.00	(21,959.78)
Expenses				
Contracted Services	0.00	430.50	0.00	430.50
Legal	0.00	0.00	20,000.00	(20,000.00)
Engineering	0.00	0.00	30,000.00	(30,000.00)
Total Expenses	0.00	430.50	50,000.00	(49,569.50)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Rule/Permit:</b>	<b>18,040.22</b>	<b>17,609.72</b>	<b>(10,000.00)</b>	<b>27,609.72</b>
 <b><u>PERMIT REVIEW, INSPECT &amp; COOR. - 70-03</u></b>				
Revenues				
General Property Tax	401,863.97	401,863.97	0.00	401,863.97
Permit Fees	12,000.00	70,200.00	61,200.00	9,000.00
Income-Rule C Reviews	800.40	800.40	0.00	800.40
Total Revenues	414,664.37	472,864.37	61,200.00	411,664.37
Expenses				
Contracted Services	1,335.50	8,236.70	60,000.00	(51,763.30)
Legal	756.40	15,224.50	45,000.00	(29,775.50)
Legal-Audit	0.00	0.00	5,000.00	(5,000.00)
Engineering	50,261.66	305,070.71	775,000.00	(469,929.29)
Engineering-Reporting	0.00	11,549.50	20,000.00	(8,450.50)
Engineering-Audit	0.00	0.00	20,000.00	(20,000.00)
Total expenses	52,353.56	340,081.41	925,000.00	(584,918.59)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Permit Review</b>	<b>362,310.81</b>	<b>132,782.96</b>	<b>(863,800.00)</b>	<b>996,582.96</b>
 <b>Total Revenue Over/(Under) Expenditur</b>	 <b>\$ 523,597.15</b>	 <b>\$ 74,634.29</b>	 <b>(1,250,000.00)</b>	 <b>1,324,634.29</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>DITCH &amp; CREEK MAINTENANCE - 80-00</u></b>				
Revenues				
General Property Tax	\$ 129,663.43	\$ 129,663.43	252,484.00	(122,820.57)
Interest Revenue	0.00	40,379.33	91,714.00	(51,334.67)
Investment Interest	0.00	25,792.43	0.00	25,792.43
Miscellaneous Income	0.00	10,000.00	0.00	10,000.00
Total Revenues	129,663.43	205,835.19	344,198.00	(138,362.81)
Expenses				
Wages	13,980.97	97,511.29	182,803.00	(85,291.71)
Benefits	1,773.34	13,691.94	27,364.00	(13,672.06)
PERA Expense	1,046.24	7,337.45	13,710.00	(6,372.55)
Payroll Taxes	1,049.39	7,320.26	13,984.00	(6,663.74)
Office Supplies	113.02	351.07	1,819.00	(1,467.93)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	0.00	0.00	400.00	(400.00)
Meeting Supplies	0.00	0.00	125.00	(125.00)
Printing	0.00	0.00	375.00	(375.00)
Rent	1,325.55	9,278.85	18,750.00	(9,471.15)
Telecommunications	265.02	1,837.17	3,678.00	(1,840.83)
Publications	0.00	0.00	150.00	(150.00)
Training & Education	0.00	588.23	6,750.00	(6,161.77)
Insurance and Bonds	0.00	5,327.28	6,000.00	(672.72)
Postage	0.00	0.00	825.00	(825.00)
Legal Notices	0.00	0.00	1,500.00	(1,500.00)
Staff Travel	0.00	9.31	825.00	(815.69)
Vehicle	138.39	926.08	12,000.00	(11,073.92)
Audit & Accounting	1,522.50	10,418.84	16,500.00	(6,081.16)
Professional Services	0.00	235.00	13,740.00	(13,505.00)
Contracted Services	0.00	480.00	7,500.00	(7,020.00)
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	168.00	6,500.00	(6,332.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
Equipment Lease	106.73	986.40	1,650.00	(663.60)
Total Expenses	21,321.15	156,467.17	344,198.00	(187,730.83)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Ditch &amp; Creek:</b>	<b>108,342.28</b>	<b>49,368.02</b>	<b>0.00</b>	<b>49,368.02</b>
<b><u>NATURAL WATERWAY MGMT. - 80-01</u></b>				
Revenues				
General Property Taxes	5,135.51	5,135.51	8,612.00	(3,476.49)
Total Revenues	5,135.51	5,135.51	8,612.00	(3,476.49)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	0.00	9,000.00	(9,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Natural Waterway:</b>	<b>5,135.51</b>	<b>5,135.51</b>	<b>(1,388.00)</b>	<b>6,523.51</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>DITCHES - MAINTENANCE - 80-02</u></b>				
Revenues				
General Property Tax	177,175.12	177,175.12	288,502.00	(111,326.88)
Total Revenues	177,175.12	177,175.12	288,502.00	(111,326.88)
Expenses				
Field Supplies	0.00	54.37	6,000.00	(5,945.63)
Vehicle	3,175.16	3,641.91	8,000.00	(4,358.09)
Professional Services	0.00	0.00	3,000.00	(3,000.00)
Contracted Services	20,860.00	177,117.17	260,000.00	(82,882.83)
Legal	0.00	0.00	8,000.00	(8,000.00)
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	0.00	4,728.11	28,000.00	(23,271.89)
Equipment	2,699.99	2,937.98	12,000.00	(9,062.02)
Total expenses	26,735.15	188,479.54	345,000.00	(156,520.46)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Ditches - Maintenance:</b>	<b>150,439.97</b>	<b>(11,304.42)</b>	<b>(56,498.00)</b>	<b>45,193.58</b>
<b><u>REPAIR REPORTS &amp; STUDIES - 80-03</u></b>				
Revenues				
General Property Tax	66,761.65	66,761.65	130,000.00	(63,238.35)
Grants	0.00	39,590.00	0.00	39,590.00
Grant Income	0.00	0.00	30,000.00	(30,000.00)
Total Revenues	66,761.65	106,351.65	160,000.00	(53,648.35)
Expenses				
Legal Notices	0.00	2,603.20	10,000.00	(7,396.80)
Legal	819.00	5,587.20	40,000.00	(34,412.80)
Engineering	3,995.55	58,250.30	105,000.00	(46,749.70)
Wetland Credits	0.00	0.00	5,000.00	(5,000.00)
Total expenses	4,814.55	66,440.70	160,000.00	(93,559.30)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Repair Reports</b>	<b>61,947.10</b>	<b>39,910.95</b>	<b>0.00</b>	<b>39,910.95</b>
<b><u>ACD 10-22-32 WMD - 80-04</u></b>				
Revenues				
Special Assessments	0.00	1,171.08	0.00	1,171.08
Total Revenues	0.00	1,171.08	0.00	1,171.08
Expenses				
Contracted Services	0.00	7,500.00	14,361.00	(6,861.00)
Total expenses	0.00	7,500.00	14,361.00	(6,861.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - ACD 10-22-32</b>	<b>0.00</b>	<b>(6,328.92)</b>	<b>(14,361.00)</b>	<b>8,032.08</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>ACD 31 WMD - 80-05</u></b>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
<b>Total Revenues Over/(Under) Expenditures - ACD 31:WMD:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>ACD 46 WMD - 80-06</u></b>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	2,193.75	5,758.75	41,016.00	(35,257.25)
Total expenses	2,193.75	5,758.75	41,016.00	(35,257.25)
<b>Total Revenues Over/(Under) Expenditures - ACD 46 WMD:</b>	<b>(2,193.75)</b>	<b>(5,758.75)</b>	<b>(41,016.00)</b>	<b>35,257.25</b>
<b><u>RCD 4 WMD - 80-07</u></b>				
Revenues				
Special Assessments	45,116.64	45,116.64	85,038.00	(39,921.36)
ROW Charges	0.00	0.00	9,500.00	(9,500.00)
Total Revenues	45,116.64	45,116.64	94,538.00	(49,421.36)
Expenses				
Professional Services	0.00	68.00	0.00	68.00
Engineering	771.60	2,251.54	0.00	2,251.54
Construction	3,189.93	12,358.68	94,358.00	(81,999.32)
Total expenses	3,961.53	14,678.22	94,358.00	(79,679.78)
<b>Total Revenues Over/(Under) Expenditures - RCD 4 WMD:</b>	<b>41,155.11</b>	<b>30,438.42</b>	<b>180.00</b>	<b>30,258.42</b>
<b><u>RCD 4 REPAIR - 80-08</u></b>				
Revenues				
General Property Tax	24,650.45	24,650.45	48,000.00	(23,349.55)
Total Revenues	24,650.45	24,650.45	48,000.00	(23,349.55)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	514.40	1,501.03	5,000.00	(3,498.97)
Construction	0.00	6,112.50	38,000.00	(31,887.50)
Total expenses	514.40	7,613.53	48,000.00	(40,386.47)
<b>Total Revenues Over/(Under) Expenditures - RCD 4 Repair:</b>	<b>24,136.05</b>	<b>17,036.92</b>	<b>0.00</b>	<b>17,036.92</b>

Substantially all disclosures required by generally accepted accounting principles are not included. Page 17 of 24



**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>MUNICIPAL PDS MAINTENANCE - 80-15</u></b>				
Revenues				
General Property Tax	0.00	0.00	43,060.00	(43,060.00)
Total Revenues	0.00	0.00	43,060.00	(43,060.00)
Expenses				
Contracted Services	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
<b>Total Revenues Over/(Under) Expenditures - Municipal PDS</b>	<b>0.00</b>	<b>0.00</b>	<b>(6,940.00)</b>	<b>6,940.00</b>
<b><u>WJD BRANCH 1/2 REPAIR - 80-20</u></b>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
<b>Total Revenues Over/(Under) Expenditures - WJD Branch 1/2:</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>	<b>0.00</b>
<b><u>AWJD 3 REPAIR - 80-21</u></b>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal	0.00	546.00	0.00	546.00
Total expenses	0.00	546.00	0.00	546.00
<b>Total Revenues Over/(Under) Expenditures - AWJD 3</b>	<b>0.00</b>	<b>(546.00)</b>	<b>0.00</b>	<b>(546.00)</b>
<b><u>ACD 15 &amp; AWJD 4 WMD - 80-22</u></b>				
Revenues				
General Property Tax	9,433.92	9,433.92	18,370.00	(8,936.08)
Total Revenues	9,433.92	9,433.92	18,370.00	(8,936.08)
Expenses				
Professional Services	0.00	0.00	8,370.00	(8,370.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Total expenses	0.00	0.00	18,370.00	(18,370.00)
<b>Total Revenues Over/(Under) Expenditures - AWCD 15</b>	<b>9,433.92</b>	<b>9,433.92</b>	<b>0.00</b>	<b>9,433.92</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>ACD 15 &amp; AWJD 4 - 80-23</u></b>				
Revenues				
General Property Taxes	0.00	0.00	198,076.00	(198,076.00)
Total Revenues	0.00	0.00	198,076.00	(198,076.00)
Expenses				
Professional Services	0.00	0.00	30,000.00	(30,000.00)
Contracted Services	0.00	0.00	200,000.00	(200,000.00)
Total expenses	0.00	0.00	230,000.00	(230,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - ACD 15 &amp; AWJD 4:</b>	<b>0.00</b>	<b>0.00</b>	<b>(31,924.00)</b>	<b>31,924.00</b>
<b><u>ACD 53-62 WMD - 80-24</u></b>				
Revenues				
General Property Taxes	181,797.11	181,797.11	227,340.00	(45,542.89)
Special Assessments	48.80	1,975.86	0.00	1,975.86
Total Revenues	181,845.91	183,772.97	227,340.00	(43,567.03)
Expenses				
Professional Services	0.00	0.00	5,000.00	(5,000.00)
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	0.00	5,000.00	(5,000.00)
Construction	0.00	0.00	342,000.00	(342,000.00)
Operating Transfer Out	0.00	(28,080.00)	0.00	(28,080.00)
Total expenses	0.00	(28,080.00)	354,000.00	(382,080.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - ACD 53-62 WMD:</b>	<b>181,845.91</b>	<b>211,852.97</b>	<b>(126,660.00)</b>	<b>338,512.97</b>
<b><u>ACD 53-62 REPAIR - 80-25</u></b>				
Revenues				
General Property Taxes	126,333.57	126,333.57	189,410.00	(63,076.43)
Operating Transfer In	0.00	(28,080.00)	0.00	(28,080.00)
Total Revenues	126,333.57	98,253.57	189,410.00	(91,156.43)
Expenses				
Legal Notices	1,598.83	3,729.89	0.00	3,729.89
Legal	0.00	1,131.00	15,000.00	(13,869.00)
Engineering	0.00	9,998.00	77,000.00	(67,002.00)
Construction	0.00	0.00	154,000.00	(154,000.00)
Total expenses	1,598.83	14,858.89	246,000.00	(231,141.11)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - ACD 53-62 Repair:</b>	<b>124,734.74</b>	<b>83,394.68</b>	<b>(56,590.00)</b>	<b>139,984.68</b>
<b>Total Revenue Over/(Under) Expenditur</b>	<b>\$ 704,976.84</b>	<b>\$ 422,633.30</b>	<b>(335,197.00)</b>	<b>757,830.30</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Lake & Stream Management - 90**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>LAKE &amp; STREAM MANAGEMENT - 90-00</u></b>				
Revenues				
General Property Tax	\$ 169,498.56	\$ 169,498.56	254,906.00	(85,407.44)
Interest Income	0.00	23,868.61	54,213.00	(30,344.39)
Investment Income	0.00	15,246.14	0.00	15,246.14
Total Revenues	169,498.56	208,613.31	309,119.00	(100,505.69)
Expenses				
Wages	19,063.50	133,575.87	240,435.00	(106,859.13)
Interns	0.00	0.00	4,434.00	(4,434.00)
Benefits	2,387.46	18,420.89	35,916.00	(17,495.11)
PERA Expense	1,427.50	10,015.96	18,033.00	(8,017.04)
Payroll Taxes	1,384.42	9,701.00	18,733.00	(9,032.00)
Office Supplies	55.35	291.07	1,213.00	(921.93)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	250.00	(250.00)
Rent	883.70	6,185.90	12,500.00	(6,314.10)
Telecommunications	153.34	1,061.44	2,452.00	(1,390.56)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	0.00	26.55	4,500.00	(4,473.45)
Insurance and Bonds	0.00	3,551.52	4,000.00	(448.48)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	21.00	64.26	550.00	(485.74)
Vehicle	138.39	669.02	12,000.00	(11,330.98)
Audit & Accounting	1,015.00	6,945.89	11,000.00	(4,054.11)
Professional Services	0.00	0.00	2,000.00	(2,000.00)
Contracted Services	0.00	480.00	10,500.00	(10,020.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	1,250.00	(1,250.00)
Equipment	0.00	0.00	1,250.00	(1,250.00)
Equipment Lease	71.15	657.57	1,100.00	(442.43)
Total Expenses	26,600.81	191,646.94	384,266.00	(192,619.06)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Lake &amp; Stream Mgmt.</b>	<b>142,897.75</b>	<b>16,966.37</b>	<b>(75,147.00)</b>	<b>92,113.37</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Lake & Stream Management - 90**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>WATER QUALITY GRANT PROGRAM - 90-01</u></b>				
Revenues				
General Property Tax	126,590.34	126,590.34	281,646.00	(155,055.66)
Total Revenues	126,590.34	126,590.34	281,646.00	(155,055.66)
Expenses				
Professional Services	0.00	0.00	9,000.00	(9,000.00)
Contracted Services	5,482.50	14,752.50	60,500.00	(45,747.50)
Education & Communication	164.59	911.06	0.00	911.06
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	29,271.42	210,146.00	(180,874.58)
Total expenses	5,647.09	44,934.98	281,646.00	(236,711.02)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Water Quality:</b>	<b>120,943.25</b>	<b>81,655.36</b>	<b>0.00</b>	<b>81,655.36</b>

**SURFACE WATER MONITORING & MGMT. PROGRAM - 90-04**

Revenues				
General Property Tax	123,252.27	123,252.27	240,000.00	(116,747.73)
Total Revenues	123,252.27	123,252.27	240,000.00	(116,747.73)
Expenses				
Field Supplies	234.02	609.55	2,500.00	(1,890.45)
Computer Software	0.00	53.68	5,000.00	(4,946.32)
Telecommunications	0.00	0.00	1,000.00	(1,000.00)
Publications	0.00	112.00	200.00	(88.00)
Training & Education	0.00	175.00	1,800.00	(1,625.00)
Contracted Services	0.00	15,476.83	115,000.00	(99,523.17)
Legal	0.00	17.00	500.00	(483.00)
Engineering	0.00	0.00	29,000.00	(29,000.00)
Computer Equipment	0.00	0.00	14,700.00	(14,700.00)
Equipment	6,540.65	7,457.55	5,000.00	2,457.55
Repairs & Maintenance	0.00	43.00	300.00	(257.00)
Lab Expense	10,157.60	23,242.00	65,000.00	(41,758.00)
Total expenses	16,932.27	47,186.61	240,000.00	(192,813.39)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Surface Water:</b>	<b>106,320.00</b>	<b>76,065.66</b>	<b>0.00</b>	<b>76,065.66</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - Lake & Stream Management - 90**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>COMMON CARP MANAGEMENT - 90-26</u></b>				
Revenues				
General Property Tax	102,710.24	102,710.24	200,000.00	(97,289.76)
Grants	0.00	20,410.00	0.00	20,410.00
Total Revenues	102,710.24	123,120.24	200,000.00	(76,879.76)
Expenses				
Field Supplies	0.00	711.32	0.00	711.32
Telecommunications	174.49	841.20	1,000.00	(158.80)
Staff Travel	0.00	0.00	100.00	(100.00)
Professional Services	11,637.50	56,847.50	150,000.00	(93,152.50)
Contracted Services	0.00	2,670.50	3,000.00	(329.50)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	4,200.00	(4,200.00)
Construction	0.00	0.00	30,000.00	(30,000.00)
Equipment	0.00	0.00	10,700.00	(10,700.00)
Total expenses	11,811.99	61,070.52	200,000.00	(138,929.48)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Common Carp:</b>	<b>90,898.25</b>	<b>62,049.72</b>	<b>0.00</b>	<b>62,049.72</b>
<b><u>CURLY LEAF PONDWEED MGMT. - 90-27</u></b>				
Revenues				
General Property Tax	5,135.51	5,135.51	50,000.00	(44,864.49)
Total Revenues	5,135.51	5,135.51	50,000.00	(44,864.49)
Expenses				
Contracted Services	0.00	18,180.40	50,000.00	(31,819.60)
Total expenses	0.00	18,180.40	50,000.00	(31,819.60)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Common Carp:</b>	<b>5,135.51</b>	<b>(13,044.89)</b>	<b>0.00</b>	<b>(13,044.89)</b>
<b>Total Revenue Over/(Under) Expenditur</b>	<b>\$ 466,194.76</b>	<b>\$ 223,692.22</b>	<b>(75,147.00)</b>	<b>298,839.22</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - District Facilities - 95**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>DISTRICT FACILITIES - 95-00</u></b>				
Revenues				
General Property Tax	\$ 103,542.18	\$ 103,542.18	201,620.00	(98,077.82)
Interest Revenue	0.00	13,511.16	30,688.00	(17,176.84)
Investment Interest	0.00	8,630.31	0.00	8,630.31
Total Revenues	103,542.18	125,683.65	232,308.00	(106,624.35)
Expenses				
Wages	10,423.77	72,942.69	139,831.00	(66,888.31)
Interns	0.00	0.00	4,434.00	(4,434.00)
Benefits	1,155.78	8,458.31	21,536.00	(13,077.69)
PERA Expense	781.78	5,465.70	10,487.00	(5,021.30)
Payroll Taxes	793.54	5,554.97	11,036.00	(5,481.03)
Office Supplies	27.64	191.70	606.00	(414.30)
Field Supplies	0.00	216.24	250.00	(33.76)
Meeting Supplies	0.00	0.00	125.00	(125.00)
Printing	0.00	0.00	125.00	(125.00)
Rent	441.83	3,092.83	6,250.00	(3,157.17)
Telecommunications	76.67	530.66	1,226.00	(695.34)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	500.00	1,061.68	2,250.00	(1,188.32)
Insurance & Bonds	0.00	1,775.76	2,000.00	(224.24)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Vehicle Expense	138.39	699.93	12,000.00	(11,300.07)
Audit & Accounting	507.50	3,472.93	5,500.00	(2,027.07)
Professional Services	500.00	500.00	2,000.00	(1,500.00)
Contracted Services	0.00	320.00	7,000.00	(6,680.00)
Legal	645.60	1,060.40	1,000.00	60.40
Engineering	0.00	0.00	1,000.00	(1,000.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	35.58	328.84	550.00	(221.16)
Total Expenses	16,028.08	105,672.64	232,306.00	(126,633.36)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - District Facilities:</b>	<b>87,514.10</b>	<b>20,011.01</b>	<b>2.00</b>	<b>20,009.01</b>

**Rice Creek Watershed District**  
**Statement of Revenue and Expenditures - District Facilities - 95**  
**For the One Month and Seven Months Ending July 31, 2025**  
**No Assurance Is Provided On These Financial Statements**

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<b><u>DISTRICT FACILITIES REPAIR - 95-03</u></b>				
Revenues				
General Property Tax	159,200.86	159,200.86	310,000.00	(150,799.14)
Total Revenues	159,200.86	159,200.86	310,000.00	(150,799.14)
Expenses				
Legal	0.00	0.00	17,000.00	(17,000.00)
Engineering	0.00	0.00	43,000.00	(43,000.00)
Construction	0.00	0.00	250,000.00	(250,000.00)
Total expenses	0.00	0.00	310,000.00	(310,000.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - District Facilities Repair</b>	<b>159,200.86</b>	<b>159,200.86</b>	<b>0.00</b>	<b>159,200.86</b>
<b><u>INSPECTION OPERATION &amp; MAINTENANCE - 95-04</u></b>				
Revenues				
General Property Tax	57,514.69	57,514.69	112,000.00	(54,485.31)
Total Revenues	57,514.69	57,514.69	112,000.00	(54,485.31)
Expenses				
Field Supplies	100.71	346.29	5,000.00	(4,653.71)
Telecommunications	174.29	619.06	0.00	619.06
Vehicle	2,760.59	2,799.58	0.00	2,799.58
Contracted Services	2,998.96	5,202.14	40,000.00	(34,797.86)
Legal	663.00	1,584.00	3,000.00	(1,416.00)
Engineering	1,582.50	5,284.00	40,000.00	(34,716.00)
Construction	0.00	0.00	21,000.00	(21,000.00)
Equipment	2,758.93	2,758.93	3,000.00	(241.07)
Total expenses	11,038.98	18,594.00	112,000.00	(93,406.00)
<b>Total Revenues Over/(Under)</b>				
<b>Expenditures - Wall Wetland Restoration</b>	<b>46,475.71</b>	<b>38,920.69</b>	<b>0.00</b>	<b>38,920.69</b>
<b>Total Revenue Over/(Under) Expenditur</b>	<b>\$ 293,190.67</b>	<b>\$ 218,132.56</b>	<b>2.00</b>	<b>218,130.56</b>

## **ITEMS FOR DISCUSSION AND INFORMATION**

1. Staff Reports



# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 15<sup>th</sup>, 2025

**To:** RCWD Board of Managers

**From:** Sara Belden, Project Technician

**Subject:** Staff Report 6/17/2025 – 7/15/2025

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### General

- Reviewed HEI task order for Moore Lake stormwater retrofit analysis
- Reviewed the Lino Lakes Main Street Draft Alternative Urban Area Review
  - Drafted comments with input from other staff before submitting to the City on half of RCWD
- Reviewed the Jones Lake Grant Agreement from MPCA
- Engaged City partners on past street sweeping equipment and subsequent reporting requirements outlined in grant contracts
  - Gathered information to quantify benefits related to past District funded projects
- Organized new staff apparel with Ali and Molly, distributed everyone's orders

### Meetings and Workshops

- District Facilities decommissioning meetings
- Attended regularly scheduled staff meetings
- Attended biweekly Project Team meetings
- Reflected and discussed SMART goals at Q2 meeting with my direct manager
  - Recorded the progress on each goal since Q1 and planned how to further each goal moving into Q3
- WBIF meeting with BWSR Rep
  - Engage on next round of WBIF funding and overview of program administration

### Upcoming

- BWSR Successful Outreach Strategies Workshop
- VLAWMO Watershed Plan Update
  - Providing feedback on Draft Plan

# MEMORANDUM

## Rice Creek Watershed District



**Date:** June 12, 2025  
**To:** RCWD Board of Managers  
**From:** Ali Chalberg, Watershed Technician & Inspector  
**Subject:** Staff Report 6/12/2025 – 7/14/2025

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### Highlights from Preceding Month

#### Regulatory

- ❖ Site Inspections
- ❖ Contractor meetings
- ❖ As-built survey/special stipulation coordination

#### Lakes/Streams

- ❖ Carp Electric Barrier Removal
- ❖ Lake Monitoring
  - Canoe
  - Boat
- ❖ Stream Monitoring
  - Sampling
  - Flow Measurements
  - IESF Sampling

#### GIS

- ❖ Corresponding with HEI – New Boundary Map
- ❖ Corresponding with printing services for new boundary maps

#### Meetings

- ❖ Staff Meetings
- ❖ Apparel Order

# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 15<sup>th</sup>, 2025  
**To:** RCWD Board of Managers  
**From:** Anna Grace, Regulatory Technician  
**Subject:** Staff Report 6/17/25 – 7/14/25

- Created new permit files for online database and Laserfiche.
- Created new review files for online database and Laserfiche.
- Reviewed new permit applications and Initial Completeness Review Checklists were completed.
- Sent incomplete notice emails and continued working with applicants in tandem with RCWD staff and HEI consultants to receive all the required application materials.
- Continued coordinating with RCWD staff and inspectors with violations.
- Sent two permit applications to HEI for review.
- Sent four permit applications to RCWD for review.
  - Reviewed one permit application for home addition, septic, and associated grading work.
- Received 9 new review file inquiries for permit/past file/landowner/consultant/violation/City.
- Assisted in Administrative/Board Notices, CAPROC Notices, CAPROC Review, Permit Review, and Permit Issuance.
- Phone and email correspondence.
- Attended 9 scheduled meetings:
  - Scheduled and attended an onsite meeting at Bald Eagle Island to discuss current state of shoreline. Arranged the meeting to include the DNR, landscapers, the landowner, Ramsey County Conservation, and RCWD.
  - Attended a virtual pre-application meeting with Northern Natural Gas, RCWD, and HEI regarding pipeline projects.

# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 16, 2025  
**To:** RCWD Board of Managers  
**From:** Abel Green, Operations and Maintenance Inspector  
**Subject:** Staff Report

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- Following the districts public drainage inspection schedule inspecting and reporting of ditches and crossings as well as inspecting after rain events areas identified as potential problem sites, ensuring the system is still functioning as intended; continuously inspecting for and managing nuisance beaver
- Working through land owner complaints and phone calls from across the district with various issues; meeting on site to evaluate the issue and figure out the solution
- Working with contractor on JD3 repairing damaged infrastructure by high water and reassessing back side drainage issues not known before high precipitation year; final section will likely need be completed this winter after ground freeze
- Board approved project to clean out the ditch section through brown's preserve and the JD4 section that surrounds the wetland bank; contractor tentatively scheduled to start in the next two weeks
- Ditch maintenance for stretches of 10-22-32 from the prison up to main street has been completed according to District specifications; Robinson private crossing has also been replaced and is no longer at risk of failing and blocking ditch
- Bald Eagle IESF is running with no current issues
- Started the program of in-house mowing, spraying, and mulching district ROW's that have had repair projects done, with continual mowing and spraying by the district we will avoid woody vegetation establishment
- Implementing and overseeing the vegetation maintenance plan for ditch ROW and district facilities including Iron Enhanced Sand Filters
- Oasis IESF is running with no current issues
- Identified issues at Hansen Park IESF had contractors replace wires that were damaged due to flooding and working through water proofing the conduit; had a sump pump installed in the valve vault that automatically pumps water out when it gets to a certain level; working to replace valve actuators to get system up and running

## **MEMORANDUM**

### **Rice Creek Watershed District**

**Date:** July 15<sup>th</sup>, 2025  
**To:** RCWD Board of Managers  
**From:** Patrick Hughes, Regulatory Manager  
**Subject:** Staff Report for 06/16/25 to 07/15/25

#### Summary

- Created new permit and review files for MS4Front
- Sent notice of wetland boundary/type decision – 25-102R
- Sent notice of no-loss decision – 25-102R
- Sent notice of exemption decision – 25-102R
- Assisted in the drafting of engineer's reports – 23-059, 25-052
- Sent notice of administrative action to Board – 21-131
- Attended the 06/23/2025 and 07/09/2025 Board Meetings
- Reviewed WCD inspection services invoice
- Participated in City of Hugo WCA TEP meeting
- Attended City of Forest Lake development review coordination meeting
- Completed certificate of successful restoration for Wilberg site in Forest Lake
- Attended meeting with FHR to discuss pipeline crossings
- Reviewed Lino Lakes Main Street AUAR
- Visited Washington County Environmental Center to investigate wetland concerns
- Hosted pre-application for New Brighton's 2025 street rehabilitation project
- Held Q2 SMART check-in discussion with Sarah Struntz and Erik Larson
- Attended Anoka County TEP meeting – Xcel, Potomac Marsh, Peltier Ponds, WTP 4
- Attended regular CR 50 & TH 61 PMT meeting
- Participated in Hugo TEP meeting – 6127 Goodview
- Hosted pre-application meeting for Herrick Property in Forest Lake
- Provided inspection services information for Q2 Centerville JPA invoice
- Met with SRF and Anoka County to coordinate CSAH 35 at Rice Creek bridge project
- Attended regular CR 53 (Sunset Ave) PMT meeting
- Met with Peltier Ponds application team to discuss drainage comments
- Provided 2026 regulatory budget information for Administrator consideration
- Discussed Eureka Ave/Clear Lake shoreline design proposal

# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 15, 2025  
**To:** RCWD Board of Managers  
**From:** Matt Kocian, Lake and Stream Manager  
**Subject:** Staff Report 6/15 – 7/15/2025

### Highlights for Preceding Month

**Bold** items required significant time & attention

- Monitoring
  - Data entry, analysis, and reporting
  - **Lake monitoring**
  - Lake plant surveys
- Curlyleaf pondweed management
  - Invoices
- **Long Lake Carp Management**
  - Site breakdown – remove signage, buoys, and equipment
  - PIT antenna maintenance
- Hwy 61 Ponds Project
  - Mid-project meeting and potential retrofit project vetting
  - Data analysis
- **Silver Lake management plan development with WSB / St. Anthony**
  - Carp management scope, Board Meeting, and consultant contract
- Peltier Lake Management
  - Develop internal phosphorus load mitigation options – geochemical augmentation?
  - Additional internal loading feasibility, project development
- **Clear Lake / Eureka Ave Project**
  - Meeting with Washington Conservation District
  - Provide final comments on plans
  - Attend public open house
- CSAH 35 / Old Central Project: Develop possible streambank stabilization project associated with County bridge replacement
- 2026 RCWD budget
- District-wide iron-enhanced sand filter monitoring – partnership with St Anthony Falls Lab (U of MN)

**MEMORANDUM**  
**Rice Creek Watershed District**



**Date:** July 15th, 2025  
**To:** RCWD Board of Managers  
**From:** Erik Larson, Watershed Inspector  
**Subject:** Staff Report 6/16/2025 – 7/15/2025

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- Completed routine inspections for 27 active/issued permits, along with drive-by inspections to observe site conditions without sending reports.
- Performed follow-up inspections for non-compliant sites.
- Phone and email correspondence with city staff and contractors.
- Attended pre-construction meetings for upcoming or current permits.
- Attended scheduled meetings.
  - Attended RCWD staff meetings.
  - Meetings within the regulatory team.
- Further research into unresolved/historic permits in multiple municipalities with sparse free time, with two historic permits closed.
- Assisted in correspondence with multiple regulatory violations.
- Had Q2 Check-in with Patrick Hughes.

# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 15<sup>th</sup>, 2025  
**To:** RCWD Board of Managers  
**From:** Molly Nelson, Outreach and Grants Technician  
**Subject:** Staff Report 6/17/25 - 7/15/25

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### Introduction

The highlights of my work from June 17<sup>th</sup> to July 15<sup>th</sup> are as follows:

- Processed and approved 7 Mini Grant NMPP Applications.
- Continued planning for 2025 work and 12 potential projects for the Water Quality Grant Program.
- Planned and coordinated with staff for the July bonus CAC meeting. Met with CCWD and the artist for planning efforts.
- Conducted technical assistance site visits for potential Water Quality Grant and Mini Grant projects.
- Continued work with the Communications and Outreach Coordinator to review the design of educational materials for water quality projects.
- Completed various invoices for 3 Mini Grants.
- Conducted a site visit with RCWD regulatory staff and DNR staff on the Bald Eagle Lake Island for a shoreline restoration project.
- Designed signage for restoration in progress messaging for various publicly facing projects to inform the public on District efforts.
- Planned, coordinated, and implemented a project celebration outreach event at Presbyterian Church of the Way for their rain garden treatment train Water Quality Grant project built in 2024. Efforts went through June and early July and the event was held on July 13th.
- Coordinated planting events with Christ the King Church and outreach efforts for their raingarden project currently under an active Water Quality Grant contract.
- Assisted with administering delivered apparel to staff.
- Designed new outreach materials for events.



## MEMORANDUM

### Rice Creek Watershed District



**Date:** 7/15/25  
**To:** RCWD Board of Managers  
**From:** Catherine Nester, District Technician/Inspector  
**Subject:** Staff Report 6/16/25 – 7/14/25

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#### Highlights from the Preceding Month

- Collected water samples from iron-enhanced sand filter project sites in White Bear Township and Blaine.
- Routine stream monitoring and equipment maintenance at various monitoring stations across the district.
- Routine boat and canoe monitoring at various lake monitoring sites across the district.
- Performed routine maintenance and calibration on lake and stream monitoring equipment and restocked supplies.
- Cleaned debris off the fish barrier near Bald Eagle Lake in White Bear Township.
- Imported 2025 monitoring data into the WISKI database and attended a virtual meeting with a staff member from Coon Creek Watershed District to review and compare WISKI database features.
- SMART goals Q2 check-in meeting with supervisor on June 23.
- Attended a virtual meeting with an Electrical Engineering Ph.D. student at the University of Vermont who is conducting research on the current challenges in water quality sampling, monitoring and sensing.
- Ongoing coordination with volunteers and the Met Council on lake monitoring for the Citizen-Assisted Monitoring Program (CAMP).
- Ongoing active engagement with the TC-WaMoDaG (Twin Cities Water Monitoring and Data Assessment Group):
  - Steering team meeting on June 26.
  - Volunteered to be part of a focus group for planning a fall event on data management and analysis techniques.

# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 11, 2025  
**To:** RCWD Board of Managers  
**From:** David Petry, Project Manager  
**Subject:** Staff Report

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### General

- WSB Stormwater Reuse Study final report review
- Task order reviews and draft board memos
- Clear Lake – Eureka Blvd plan review and coordination with Forest Lake, Wash. Cons. Dist.
- MPCA grant agreement review – Jones Lake Final Design and Permitting
- BWSR grant agreement review and work plan development – Hardwood Creek (JD2) Storage
- Les Bolstad Golf Course research and coordination
- VLAWMO Watershed Management Plan – 10-year update review

### Meetings and Workshops

- Board Meeting 06/23/2025
  - HEI Task Order 2025-008: Old Central Ave Feasibility Study (\$26k) – approved
  - HEI Task Order 2025-011: JD 3 / Clearwater Creek Final Plans (\$110k) – approved
- SMART Goals
  - Q1 check-in with Nick
  - Q2 check-in with Sara, with Will end of July
- 2026 budget planning with Nick
- 2026 Stormwater Management Grant planning meetings
- RCWD Staff/Project Team/PDS Project meetings
- District Facility decommissioning meetings
- RCLLG CLAW Meeting
- Anoka Co Transportation PMT Meetings RE: CSAH 35 bridge over Rice Creek
- Rice Creek / Coon Creek July CAC meeting
- BWSR Grant Training Seminar
- NatCap TEEMs Stakeholder Consultation and Dialogue
- Metro Watershed District Project Managers Summer Tour with RWMCD
- MPCA Updating Minnesota's Nutrient Reduction Strategy webinar
- Minnesota Stormwater Research Council Annual Meeting and Tour

### Upcoming

- Board Meeting 07/23/2025
  - MPCA Grant Award: Jones Lake Outlet Modification and Dredging Project (\$1.17M)
  - HEI Task Order 2025-012: Jones Lake Final Design and Permitting (\$485k)
  - BWSR Grant Award: Hardwood Creek (JD 2) Storage Feasibility (\$50k)
  - HEI Task Order 2025-014: Hardwood Creek (JD 2) Storage Feasibility (\$54k)

## MEMORANDUM

### Rice Creek Watershed District



**Date:** July 15, 2025  
**To:** RCWD Board of Managers  
**From:** Connor Price, Technical Field Assistant  
**Subject:** Staff Report

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- Completed several ditch inspections and will continue to monitor the district ditch network and crossings to ensure that the system is still flowing unobstructed so they may function as intended
- Removed a blockage on RCD 8 culvert under County Rd J
- Removed remaining beaver dam debris from JD4 culverts downstream of Freeway dr crossing.
- Inspected NNG Pipeline before the project started for before and after pictures at crossing
- Worked with the permitting team to get NNG pipeline permit
- Removed and did maintenance on one of the valves at Oasis IESF
- Beaver Dam removed by Rybak during cleanout of 10-22-32 downstream of the replaced private crossing Main Trunk
- Used our tow-behind mower on ditch bank for JD 3 Branch 4 to cut down saplings and other unwanted woody vegetation
- Working with landowner to monitor a remnant beaver dam for activity on ACD 46 Br1
- Met with contractor to discuss pinning down floating tile through ACD 55 main trunk
- Worked with John Manske from Ramsey County to deploy dill nets for PFOS sampling on Otter Lake
- Participated in meeting with Flint Hills Resources about the 10-22-32 pipeline crossing and future maintenance responsibilities.

## **MEMORANDUM**

### **Rice Creek Watershed District**



**Date:** July 15th, 2025  
**To:** RCWD Board of Managers  
**From:** Will Roach, Watershed Technician/Inspector  
**Subject:** Staff Update June 13<sup>th</sup> – July 15th

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#### **Inspections and Regulatory**

- Met with contractors on site at the Hidden Creek Development (Permit #21-099) to discuss flexamat installation.
- Met with City of Forest Lake staff as part of monthly reoccurring meeting to discuss active and upcoming development projects within the city.
- Conducted regular site inspections in Columbus and Forest Lake, including a closeout inspection.
- Met with Washington County staff at the Northern Environmental Center in Forest Lake to discuss an ongoing drainage issue impacting adjacent properties.
- Submitted surety return for permit #22-061 to District Administrator for review and approval.
- Site inspection of permit site #24-048 due to work starting without RCWD permit being issued. Discussed with on-site project staff and permit later issued, findings communicated to city of Columbus.
- Visited site of emergency work for Northern Natural Gas along with Drainage Inspection staff.

#### **Project Management**

- Provided the District Administrator with a list of 'open' stormwater management grants and their respective committed funds that have yet to be paid out for the purposes of budget planning.
- Continuing work on the upcoming 2026 Stormwater Management Grant Program and program language.
- Gathered and provided appropriate information to the city of Spring Lake Park following request from the city to share with MPCA MS4 staff.
- Organized a meeting between RCWD staff and BWSR staff as part of a transition for Sara Belden to assume the role of WBIF representative for the District.

## MEMORANDUM

### Rice Creek Watershed District



**Date:** July 15, 2025  
**To:** RCWD Board of Managers  
**From:** Tom Schmidt, Drainage and District Facilities Manager  
**Subject:** Staff Report July 2025

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#### Highlights for this period

Responded to and addressed constituent concerns/questions about the public drainage system and district facilities.

Completed Work on the downstream areas of ACD10-22-32 identified as being necessary in the ACD10-22-32 Conditions report, before initiating the "West" Pine Street culvert lowering project. Including the replacement of the Robinson Culvert.

Continued 2025 seasonal maintenance projects.

Drafted notice for the ACD 62 branches five and six repair, Public hearing  
Continued working to get the District's iron-enhanced sand filters operational for the year.

Solicited a quote from John Taylor for the ACAD15 outlet modifications

Contracted with Tom Hoffman for beaver trapping at Hall's Marsh outlet.

Initiated PDS and Facilities mowing activities for the summer.

Contracted with Scandia Trucking to excavate portions of ACD10-22-32

Coordinated monitoring of Northern Natural Gas pipeline repairs adjacent to ACD10-22-32, between PDS and Regulatory Staff.

Assisted the city of Shoreview's public works director with some ongoing Municipal stormwater outlet issues.

Requested that the District Engineer conduct a drone flight of the RCD #8 System.

## MEMORANDUM

### Rice Creek Watershed District

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**Date:** July 15, 2025  
**To:** RCWD Board of Managers  
**From:** Kendra Sommerfeld, Communications & Outreach Manager  
**Subject:** Staff Report 6/16/2025-7/15/2025

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#### MN Water Stewards

- Capstone project approved Forest Lake High School and WCD
  - Project started
- Moore Lake Park art project
  - Project being constructed, install occurs late spring/early summer

#### Partnerships/Collaborations

- Planning 2025 fall workshops with Blue Thumb
- Agreement signed for ISEF Workshops with Freshwater
  - Focus group planning meeting scheduled
- Partnership with Growing Green Hearts
  - Library events started
- Art project at West Hansen Park in progress
- Seed sharing/saving Library program in progress
- Anoka County MS4 Partner Meetings
- Creating rain garden signs for Hayes Elementary/Anoka SWCD project collaboration
- Creating signs for silver view ponds stormwater management grant project
- Creating rain garden sign for water quality grant project in White Bear Lake
- Creating videos for water quality grant projects
- Extra CAC July activity, art workshop
- Planning Smart Salting training for Anoka county, collaboration with county and cities
- Held Rain Garden Celebration event in Shoreview for a water quality grant project
- Working with Blue Thumb on resources for native plantings and rain gardens

#### Project/Program Outreach

- Starting Jones Lake and grant communications and news releases
- Collaborating with upcoming projects for outreach and communication items like articles, press releases, public meetings, signs, etc.

## MEMORANDUM

### Rice Creek Watershed District



**Date:** July 15, 2025  
**To:** RCWD Board of Managers  
**From:** Theresa Stasica, Office Manager  
**Subject:** Staff Report 6/18/2024 to 7/15/2025

- Coded invoices for payment this month which were reviewed by Administrator Nick Tomczik and Treasurer Marcie Weinandt and sent to our accountant Bonnie Burns via an excel spreadsheet.
- Gathered all timesheets and reviewed select employee timesheets for administrator's final review.
- Provide bi-monthly payroll template to Redpath and updated information as needed.
- Continued to provide administrative/HR support to employees.
- Monitor benefit portals.
- Track accounts receivable and deposit checks as needed.
- Review and track monthly financial reports.
- Tracking grant expenses.
- Provide minute templates to TimeSavers for meetings. Reviewed and edited regular Board minutes.
- Provided draft minutes for the Board workshop.
- Review monthly check register and interim financial statements.
- Monitor District financials.
- Attending on-line cyber security courses
- Provide requested information to Board members and Administrator as needed.
- Assisted Board and Staff as needed.
- Attended board meetings and staff meetings.
- Placed orders for supplies as needed.
- Maintain Laserfiche filing system and scanned documents District receives into Laserfiche.

## MEMORANDUM

### Rice Creek Watershed District



**Date:** July 15, 2025  
**To:** RCWD Board of Managers  
**From:** Sarah Struntz, Watershed Inspector  
**Subject:** Staff Report 6/16/2025-7/15/2025

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- Continuing with conducting routine inspections of sites. Establishing contact with new permits and inspection sites.
- Attended various scheduled meetings:
  - Staff meeting on 6/26, and 7/10
- Continuing to look into unresolved permits and reaching out to respective applicants or contacts to obtain any needed information.
- Attended a site visit with the TEP to check on permit closure status for 19-036.
- Held a meeting with Tom S. to look into permit 15-105 for ditch crossing and potential closure.
- Had my Q2 check in with Patrick. Discussed how things are going and set plans in place to continue to achieve my smart goals throughout the rest of the year.
- Closed out 2 active permits:
  - 21-072: Summerville Meadows (Julian Meadows) on 6/26
  - 23-040: Rice Residence on 7/15



# MEMORANDUM

## Rice Creek Watershed District



**Date:** July 14, 2025  
**To:** RCWD Board of Managers  
**From:** Nick Tomczik, Administrator  
**Subject:** Staff Report – July 2025

### Highlights for Month

- ✓ Administrative
  - Office Building (Pine Tree) Repairs, new lease
  - Program Manager Meeting
  - Staff Quarterly Check Ins
  - Staff Meeting
  - Administrator Review
  - Accounts Payable Review
  - 2026 Budget
  - Personnel Leave Requests
  - District Investment Management
  - Board Meetings
  - Vehicle Lease Discussions
  - Office SharePoint Format
  - RCD 2,3,5 Capital Budget Request Submittal
- ✓ Communication & Outreach
  - Outreach for Elected
  - Blue Thumb Trademark Transfer
- ✓ Information Management
  - LaserFiche Software Services
  - District Wide Model Updates
  - SharePoint Software Usage
- ✓ Restoration Projects
  - SW Reuse Study – WSB
  - SW Pond Discussions
  - Clear Lake Shoreline Stabilization
  - Funding & Grants
  - Old Central Feasibility work
  - SW Reuse Discussion
  - RCD 2, 3, & 5 On-going
- ✓ Regulatory
  - Permit Issuance
  - Permit Closures
- ✓ Drainage & Facilities Program
  - Maintenance Cost/Budget Discussions
  - ACD 53-62 Br 5& 6 next steps
  - ACD 10-22-32 Jodrell Records Search
  - Facility Decommission Discussions
  - Locke Lake Discussions
  - Lake Johanna Outlet Replacement
  - PLOP Discussions and Agreement
  - Biweekly Program Discussions with Consultants
- ✓ Lake & Stream Management
  - White Bear Lake – Groundwater Recharge

## MEMORANDUM

### Rice Creek Watershed District



**Date:** July 15<sup>th</sup>, 2025  
**To:** RCWD Board of Managers  
**From:** Kelsey White, Permit Technician  
**Subject:** Staff Report 6/16/2025 –7/14/2025

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#### Reviews

- Reviewed 2 administrative permit applications.
- Drafted one Amended CAPROC.
- Coordinated submittal and review of CAPROC items for 13 permit applications.
- Conducted completeness reviews for 2 wetland boundary/type applications.
- Drafted and sent 4 wetland boundary/type application notices.
- On-going review and coordination of TEP comments for 2 wetland replacement plans.
- Created 4 review files in Laserfische.

#### Communications

- Sent notice of permit issuance for 8 permit applications.
- Sent 3 CAPROC notices.
- Sent notice of one Post-Issued Amended CAPROC and one Amended Permit.
- Sent 3 administrative action notices to the Board.
- Sent one notice of MN Statute 15.99 decision timeframe extension.
- Sent 2 incomplete notices for wetland boundary/type applications.

#### Meetings

- Attended 2 in-office TEP meetings.
- Coordinated and attended 4 site visits for wetland boundary review.
- Attended PMT for CSAH 23/CSAH 62 roundabout.
- Attended one pre-application meeting.
- Attended an on-site meeting to discuss development of a property on Clear Lake.
- Participated in weekly permit coordination meetings and monthly permit triage.
- Attended regular staff meetings.

#### Other Duties

- Ongoing coordination with RCWD and HEI staff on storage of lake level analysis and hydrograph files.
- Worked with RCWD's Laserfiche technical support to resolve a printing error.
- Completed monthly security awareness training.
- Responded to email and telephone inquiries about RCWD permitting procedures and requirements.
- Responded to landowners about general WCA questions and questions regarding wetlands on or near their properties.

## MEMORANDUM

### Rice Creek Watershed District



**Date:** July 17<sup>th</sup>, 2025  
**To:** RCWD Board of Managers  
**From:** Emmet Hurley, Program Support Technician  
**Subject:** Staff Report 6/17/2025 – 7/17/2025

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- Coordinated with Northern Lights Technology, RCWD Administrator Tomczik, and RCWD Attorney Kolb towards switching Laserfiche providers
  - Project was put on hold in December 2024, as we waited for our current contract with Hemingway Solutions to near expiration
  - The change to Northern Lights was prompted by difficulty in obtaining clarifying, legal documents outlining terms of service and costs from Hemingway
- Update RCWD's Ricoh printer to make the correct printer driver available to staff via the RCWD local network
  - Worked with Robert from Rymark to troubleshoot related issues, test various drivers, etc.
- Assembled and distributed Agenda Packets for RCWD Board Workshops/Meetings and CAC meetings
  - Updated RCWD website via WordPress to reflect upcoming Board Meetings and Workshops
  - Notified RCWD mailing list through MailChimp; notified Managers Weinandt, Wagamon, and Robertson of Packet availability at RCWD office
  - Delivered agenda packets to Managers Bradley and Waller
- Posted public notices on District website
- Monitored the District's cybersecurity awareness and training program, along with simulated phishing attempts
  - Investigated real phishing events, and performed necessary remediation steps
- Administered Zoom Webinars for Board Workshops and Regular Meetings
  - Coordinated panelist allocations
  - Updated Outlook Zoom invitations with new Zoom Webinar Link; deleted old Zoom Meetings from Zoom Account to avoid confusion
  - Edited meeting recordings and posted on the RCWD YouTube channel; sent recording to local cable channels
- Attended various meetings
  - Monthly staff meeting
  - Meetings with various IT contractors/vendors
  - Virtually attended Board Workshop, Board Meeting, etc.
- Troubleshooting various IT issues
  - Office network connection issues, VPN connection issues, OneDrive/SharePoint issues, etc.

## **ITEMS FOR DISCUSSION AND INFORMATION**

### **2. August Calendar**



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
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

## MEMORANDUM

### Rice Creek Watershed District

**Date:** July 15, 2025  
**To:** RCWD Board of Managers  
**From:** Theresa Stasica, Office Manager  
**Subject:** August Calendar

**Wednesday, August 6, 5:30 p.m.** Citizen Advisory Committee Meeting

Board Liaison Manager Waller

RCWD District Conference Room and remotely\*

**Monday, August 11, 9 a.m.**

Board Workshop

RCWD District Conference Room and remotely\*

**Wednesday, August 13, 9:00 a.m.** Regular Board of Managers Meeting

Proposed Budget Hearing & announce December TNT public meeting at Mounds View City Hall Council Chambers, 2401 County Road 10, Mounds View, MN and remotely\*

**Thursday, August 14, 4:30 p.m.** Deadline for Manager Per Diem & Milage Claim Forms

**Wednesday, August 27, 9:00 a.m.** Regular Board of Managers Meeting

at Mounds View City Hall Council Chambers, 2401 County Road 10, Mounds View, MN and remotely\*