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# RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Thursday, January 9, 2025, 9:00 a.m.

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

or via Zoom Meeting:

<https://us06web.zoom.us/j/88255683960?pwd=hs2ljsJnMeXrk5F4Cl5q2bbJYMkGVA.1>

Meeting ID: 882 5568 3960

Passcode: 412750

+1 312 626 6799 US (Chicago)

Meeting ID: 882 5568 3960

Passcode: 412750

## Agenda

**CALL TO ORDER**

**OATH OF OFFICE: STEVE WAGAMON AND JOHN WALLER**

**ROLL CALL**

**SETTING OF THE AGENDA**

**APPROVAL OF MINUTES: DECEMBER 9, 2024, WORKSHOP; DECEMBER 11, 2024, REGULAR MEETING**

**CONSENT AGENDA**

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

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

No.	Applicant	Location	Plan Type	Recommendation
24-077	CSM Corporation	Blaine	Final Site Drainage Plan Floodplain Alteration	CAPROC 8 items

*It was moved by Manager \_\_\_\_\_ and seconded by Manager \_\_\_\_\_, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and Recommendations, dated December 30, 2024.*

## **OPEN MIC/PUBLIC COMMENT**

*Any RCWD resident may address the Board in his or her individual capacity, for up to three minutes, on any matter not on the agenda. Speakers are requested to come to the podium, state their name and address for the record. Additional comments may be solicited and accepted in writing. Generally, the Board of Managers will not take official action on items discussed at this time, but may refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

## **ITEMS REQUIRING BOARD ACTION**

1. Citizen Advisory Committee Member Appointments for 2025 (Kendra Sommerfeld)
2. City of Fridley Final Payment Approval - Moore Lake Enhancement Project (David Petry)
3. Dunaway Construction Final Payment Approval - Ramsey County Ditch #4 Repair Phase 2 (Tom Schmidt)
4. Check Register Dated January 9, 2025, in the Amount of \$118,227.72 Prepared by Redpath and Company

## **ITEMS FOR DISCUSSION AND INFORMATION**

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

**APPROVAL OF MINUTES: DECEMBER 9, 2024, WORKSHOP;  
DECEMBER 11, 2024, REGULAR MEETING**

# Draft

## RCWD BOARD OF MANAGERS WORKSHOP

Monday, December 9, 2024

Rice Creek Watershed District Conference Room  
4325 Pheasant Ridge Drive NE, Suite 611, Blaine, Minnesota  
and  
Meeting also conducted by alternative means  
(teleconference or video-teleconference) from remote locations.

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

2 Attendance: Board members Mike Bradley, John Waller, Steve Wagamon, Jess Robertson, Marcie  
3 Weinandt

4 Absent:

5 Staff: Administrator Nick Tomczik, Drainage & Facilities Manager Tom Schmidt, Outreach & Grant  
6 Technician Molly Nelson, Program Support Technician Emmet Hurley, Office Manager Theresa Stasica

7 Consultants: District Engineer Chris Otterness -Houston Engineering, Inc. (HEI), Attorney John Kolb-  
8 Rinke Noonan

9 Visitors: David & Noreen Rybak, Chris Stowe, Catherine Decker

10 Administrator Tomczik requested moving the “Notice of Claim” item to the beginning of the agenda due  
11 to visitors present for the item. The Board agreed by consensus.

12

### 13 **Notice of Claim to Rice Creek Watershed District – Rybak**

14 Attorney Kolb stated the District has received a Notice of Claim from David and Noreen Rybak stating the  
15 District’s failure to adequately maintain the RCWD surface water ACD 10-22-32 ditch system on a routine  
16 basis, has led to the flooding of their property that occurred on or about 10/24/2024. The notice claims  
17 the failure has resulted in damage to the property but has yet to be explicitly defined. Attorney Kolb  
18 provided next steps in the process.

19 Staff updated the Board on completed and planned maintenance on the drainage system in this area. Staff  
20 recently met with the DNR to discuss the planned maintenance and are awaiting the DNR’s findings.

21 Mr. Rybak stated he recently brought to the office a survey he conducted on his property of the ditch system  
22 for the Districts review. District Engineer Otterness stated the information was reviewed with HEI’s survey  
23 and the difference in elevations indicate that their survey datum may be different. They are checking with  
24 the consultant to see what datum they used to conduct the survey. Mr. Rybak stated the lack of ditch  
25 maintenance is restricting the flow of water, not the culvert placements.

26 Managers Waller and Wagamon stated they observed the ditch with several landowners and noticed areas  
27 throughout the system that appeared to need maintenance. The Board by consensus directed staff and  
28 engineer to prioritize inspection of the full system and identify where maintenance is needed.

29

30 **2025 Water Quality Grant Review**

31 Outreach & Grant Technician Molly Nelson provided an annual review of the program, proposed program  
32 changes, and Anoka, Ramsey and Washington Conservation District technical services contracts. The Board  
33 discussed the information presented and will consider these items at their meeting on Wednesday.

34

35 **RCWD Cybersecurity Overview**

36 Program Support Technician Hurley provided a presentation to the Board on security measures the district  
37 is currently using and additional items he has put in place. The Board reviewed the information presented  
38 and asked questions.

39 **Administrator Updates**

- 40 • District Wide Modeling-ACD 10-22-32. Administrator Tomczik requested approval to move ahead with  
41 including this system in the annual modeling update. The Board removed it from the task order at an  
42 earlier board meeting. After discussion, the Board by consensus agreed to including the area in the  
43 2024 modeling update.
- 44 • EMWREP 2025 services agreement fee will be \$6,000.
- 45 • RCD1 Drainage System Records public hearing will be scheduled for January 22, 2025, 6 p.m. Mounds  
46 View Council Chambers
- 47 • District Attorney Transition Update. Administrator Tomczik stated Rinke Noonan working on potential  
48 proposal & retainer for the Board to consider at a future meeting. Attorney Kolb asked the Board if a  
49 2025 quarter one transition with Smith Partners is acceptable. The Board agreed by consensus.  
50 Administrator Tomczik stated 2025 Smith Partners' invoices will be on the accounts payable register.

51

52 The workshop was adjourned at 12:10 p.m.

# DRAFT

1  
2 For Consideration of Approval at the January 8, 2025 Board Meeting.  
3 Use these minutes only for reference until that time.  
4

## REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, December 11, 2024

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

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

## Minutes

### CALL TO ORDER

President Michael Bradley called the meeting to order, a quorum being present, at 6:30 p.m.

### ROLL CALL

Present: President Michael Bradley, 1<sup>st</sup> Vice-Pres. John Waller, 2<sup>nd</sup> Vice-Pres. Steve Wagamon, Secretary Jess Robertson, and Treasurer Marcie Weinandt

Absent: None

Staff Present: Regulatory Manager Patrick Hughes, Outreach & Grant Technician Molly Nelson, Drainage and Facilities Manager Tom Schmidt, Project Manager David Petry (video-conference), Office Manager Theresa Stasica

Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI); District Attorney Chuck Holtman from Smith Partners

Visitors: None

### SETTING OF THE AGENDA

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

### READING OF THE MINUTES AND THEIR APPROVAL

*Minutes of the November 12, 2024, Workshop and November 13, 2024, Board of Managers Regular Meeting. Motion by Manager Robertson, seconded by Manager Weinandt, to approve the minutes, as presented. Motion carried 5-0.*

35 **CONSENT AGENDA**

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

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

39 No.	Applicant	Location	Plan Type	Recommendation
40 21-136	City of Forest Lake	Forest Lake	Final Site Drainage Plan	Amended CAPROC 41 1 item
42 24-063	KT Real Estate Holdings	Forest Lake	Final Site Drainage Plan	CAPROC 3 items
43 24-071	MNDOT	Forest Lake	Final Site Drainage Plan 44 Street & Utility Plan 45 Wetland Alteration 46 Floodplain Alteration	CAPROC 3 items

47 *It was moved by Manager Waller and seconded by Manager Bradley, to approve the consent agenda as*  
48 *outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and*  
49 *Recommendations, dated December 3, 2024. Motion carried 5-0.*

50 **OPEN MIC/PUBLIC COMMENT**

51 There were no comments.

52 **ITEMS REQUIRING BOARD ACTION**

53 **1. 2025 Truth in Taxation Opportunity for Comment**

54 District Administrator Tomczik stated this agenda item is an opportunity for the public to comment  
55 on the District’s 2025 budget and levy. He explained that he had not received any input or  
56 communications from the public.

57  
58 **Affirming Certification of 2025 Tax Levy and Budget**

59  
60 *Motion by Manager Weinandt, seconded by Manager Bradley, to affirm resolution 2024-06 to*  
61 *adopt proposed 2025 budget and direct certification of 2025 tax levy having held an opportunity*  
62 *for public comment on the budget and levy after the tax notices come out.*

63  
64 Manager Waller explained that he would vote in favor of this action, but wanted to comment on the  
65 recent interest from the public regarding how the District runs its drainage maintenance. He stated  
66 that the budget included a pretty good chunk of money for that and explained that he would like to  
67 see them go back to the form that they had earlier where they had assigned amounts of money  
68 every year for minor maintenance to a particular ditch which had been removed years ago when  
69 the District got a new manager. He explained that he also felt that the current inspection period was  
70 too long of a period of time and felt that was what they had experienced in the recent feedback the  
71 Board had gotten regarding ACD 10-22-32. He stated that he felt that the inspection should happen  
72 annually or bi-annually rather than every 5 years. He stated that he and Manager Wagamon had

73 gone to take a look at ACD 10-22-32 and felt that it needed a lot of intensive care and would like the  
74 Board to be more conscious of this. He stated that the budget included \$200,000 for studies on the  
75 drainage ditches which should start to diminish because they were just about done with the repairs  
76 and he felt some of that money could start to go towards individual systems.  
77

78 President Bradley agreed that may be something worthy of the Board's consideration in 2025 and  
79 asked City Engineer Otterness how many systems were still in need of repair.  
80

81 District Engineer Otterness stated that off the top of his head, they still had Ramsey Washington  
82 JD1, ACD 53-62 Branches 5 and 6, JD3 main trunk downstream of the freeway, Anoka-Ramsey JD1  
83 main trunk. He noted that he believed those 4 would be what was left that would be considered a  
84 major repair.  
85

86 Manager Waller noted that those were partial repairs and stressed that he felt the Board should do  
87 more than 'consider' making this change next year.  
88

89 President Bradley noted that it may require an increase in the budget.  
90

91 Manager Waller stated that he felt that they may be able to find budget savings in other areas such  
92 as the \$200,000 that is allotted for studies. He explained that he felt that this was an important  
93 transition that needed to be made in the 2026 budget.  
94

95 District Administrator Tomczik stated that he finds the budget starting point would be to define the  
96 necessary work and between the Watershed Management Plan and the district's inspection policies  
97 and the expectation of what the ditch looks like need to be unified by the Board. He explained that  
98 from that point they can define the work which will define the costs.  
99

100 Manager Robertson noted that she felt the conversation that was taking place right now was outside  
101 the scope of what the motion on the floor was and suggested that they move on.  
102

103 ***Motion carried 5-0.***  
104

105 Manager Wagamon stated that he agreed with Manager Waller on his point. He explained that when  
106 they went out and took a look at the ditch, it was clear that the system needs attention and he felt  
107 that the District should take a look at this and get a better system in place. He noted that he felt that  
108 in the spring they will end up having all kinds of problems on that particular system and he didn't  
109 understand why they couldn't get it fixed this year, or at least get it cleaned.  
110

111 Manager Robertson reiterated that topic was not something that was currently before the Board  
112 and suggested that this type of dialogue be saved for the proper time.  
113



114 Manager Wagamon stated that he understood Manager Robertson’s point, but did not want this to  
115 be dropped.

116

117 **2. Water Quality Grant Program**

118 District Administrator Tomczik reminded the Board that Outreach & Grant Technician Nelson had  
119 given a thorough presentation on the 2025 Water Quality Grant materials at their recent workshop  
120 meeting.

121

122 ***Motion by Manager Weinandt, seconded by Manager Wagamon, to approve the 2025 Water***  
123 ***Quality Grant Program as presented and to authorize staff to promote and implement the 2025***  
124 ***Water Quality Grant Program. Motion carried 5-0.***

125

126 ***Motion by Manager Weinandt, seconded by Manager Wagamon, to authorize the District***  
127 ***Administrator to sign the proposed 2025 technical services agreements with the ACD, Ramsey***  
128 ***SWCD, and WCD, in amounts not to exceed \$16,500, \$27,500, and \$16,500 respectively, to provide***  
129 ***technical assistance for RCWD’s Programs, with any further non-material changes and on the***  
130 ***advice of counsel.***

131

132 Manager Waller noted that the District had a tremendous amount of public interest in the program  
133 which was why there was such an increase in Ramsey County.

134

135 ***Motion carried 5-0.***

136

137 **3. Blue Thumb Trademark Transfer**

138 District Administrator Tomczik explained that the District had created the Blue Thumb program in  
139 2015 and worked to assign it to Metro Blooms but the trademark registration component had lapsed  
140 prior to Metro Blooms claiming it and now there was a similar trademark in commerce. He explained  
141 that in order to facilitate re-registering the trademark they have an agreement with that firm that  
142 acknowledges that they are similar, but were in different arenas, and that they can co-exist. He  
143 explained that the owner of the cited trademark has cooperated to prepare an agreement that will  
144 allow for the re-registration, but is requesting a payment of \$1,000 to defray its legal costs.

145

146 ***Motion by Manager Bradley, seconded by Manager Weinandt, to authorize the Board President,***  
147 ***on advice of counsel, to execute Consent Agreement between Rice Creek Watershed District and***  
148 ***Blue Thumb Distributing, Inc. recognizing no interference of its similar trademarks and \$1,000***  
149 ***payment. Motion carried 5-0.***

150

151 **4. Ramsey County SWCD Agreement for Inspection Services**

152 Regulatory Manager Hughes related that the agreement with Ramsey County SWCD for inspection  
153 services had been in place since 2012 and explained that the current agreement was set to expire  
154 on December 31, 2024, and staff was recommending a two-year extension.

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***Motion by Manager Waller, seconded by Manager Weinandt, to amend the Ramsey County Parks and Recreation – Soil and Water Conservation Division Inspection Services Agreement for a term extension through December 31, 2026.***

Manager Waller stated that he had not seen a price tag for the price per hour in the agreement.

Regulatory Manager Hughes referenced page 85 of the packet, within the amendment, where it shows that there is an increase in the hourly rate that is consistent with Ramsey County’s technical services amounts, regardless of the contract.

Manager Waller stated that he was curious because Ramsey County was not building a lot of things because they are pretty well built out. He stated that this agreement was for 20 weeks/year and asked how many hours the District was actually using their inspection services.

Regulatory Manager Hughes stated that since the beginning of the agreement in 2012, they have not exceeded 800 hours and noted that the average was closer to 500 hours.

Manager Waller asked how many building permits they were averaging in Ramsey County per year.

Regulatory Manager Hughes stated that he did not have an estimate for the number of permits.

District Administrator Tomczik stated that staff could provide that information at a future time.

Manager Waller stated that he felt most of the construction was happening in Anoka and Washington Counties.

Regulatory Manager Hughes stated that projects in Ramsey County that come to mind were for larger road projects which have a longer timeframe for inspections.

District Administrator Tomczik stated that RCWD transferred a large portion of RCD4 to the City of Roseville and noted that much of what they have been seeing in Ramsey County in that area was for redevelopment into new uses.

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

**5. Redpath and Company’s 2024 Audit Engagement Letter**

District Administrator Tomczik explained that the District needed to complete a financial report and audit on an annual basis. He noted that Redpath and Company submitted an audit engagement letter that defined the agreement related to the terms and objectives of their engagement as well

196 as the nature and limitations of the services they will provide to the District for the year ending  
197 December 31, 2024. He reminded the Board that while Redpath and Company also handled the  
198 District’s accounting services, there were 2 different divisions and there is a firewall between them.  
199

200 **Motion by Manager Weinandt, seconded by Manager Robertson, to accept and authorize the**  
201 **Board President and Administrator to sign Redpath and Company’s 2024 audit engagement letter.**  
202 **Motion carried 5-0.**  
203

204 **6. 2025 Rice Creek Watershed District Board Calendar**

205 District Administrator Tomczik reviewed the Board calendar for 2025 and noted that staff would like  
206 to move the January 8, 2025 Board meeting to Thursday, January 9, 2025.  
207

208 Manager Robertson asked for staff to send out an updated calendar notification.  
209

210 **Motion by Manager Wagamon, seconded by Manager Waller, to approve the 2025 calendar, as**  
211 **amended. Motion carried 5-0.**  
212

213 **7. December 25, 2024 Check Register – Resolution Authorizing Treasurer Approval**

214 District Administrator Tomczik explained that this resolution was being presented because the  
215 Board only has one regular meeting in December and this action would authorize the Treasurer to  
216 review and approve the December 25, 2024 Check Register for payment, not to exceed \$400,000  
217 for operational expenses and \$150,000 for surety returns.  
218

219 **Motion by Manager Wagamon, seconded by Manager Waller, to adopt Resolution 2024-16**  
220 **Authorization For Payment Of December 2024 Check Register**

221 **THEREFORE BE IT RESOLVED** that the Board of Managers authorize the District Treasurer to review  
222 and approve payment of the December 25, 2024 check register in an amount not to exceed  
223 \$400,000 for operating expenses and \$150,000 surety returns.  
224

225 **ROLL CALL:**

226 **Manager Bradley – Aye**

227 **Manager Robertson – Aye**

228 **Manager Waller – Aye**

229 **Manager Weinandt – Aye**

230 **Manager Wagamon – Aye**

231 **Motion carried 5-0**  
232

233 **8. Check Register Dated December 11, 2024, in the Amount of \$171,849.13 Prepared by Redpath and**  
234 **Company**  
235

236 **Motion by Manager Weinandt, seconded by Manager Robertson, to approve check register dated**  
237 **December 11, 2024, in the Amount of \$171,849.13 prepared by Redpath and Company.**

238  
239 Manager Weinandt pointed out that there were 5 surety payments included in the check register,  
240 so the permits were getting processed and moving along, and wanted to commend staff for their  
241 work on this.

242  
243 **Motion carried 5-0.**

244  
245 **ITEMS FOR DISCUSSION AND INFORMATION**

246 **1. Staff Reports**

247 Manager Weinandt stated that it was good to see so many staff members at the Minnesota  
248 Watersheds conference and noted that she felt staff were very pleased with the training that was  
249 provided.

250  
251 Manager Waller stated that Regulatory Manager Hughes had attended the Browns Creek Watershed  
252 Regulatory Program Partners meeting. He stated that in the presentation made by Browns Creek,  
253 they said that they were in charge of land planning and the County Commissioner had spoken to  
254 them following the meeting about that statement and they indicated that they would correct it.

255  
256 **2. District Engineer Updates and Timeline**

257 District Engineer Otterness gave a brief update on the upcoming agenda items for the Drainage  
258 Work Group which will meet on December 12, 2024.

259  
260 Manager Wagamon asked about how it was determined who would have representation in the  
261 Drainage Work Group and expressed a concern regarding the lack of representation for private  
262 parties, taxpayers, or landowners.

263  
264 District Engineer Otterness stated that the groups engaged with the Drainage Work Group are  
265 essentially those parties that had expressed interest in being involved. He explained that the  
266 intent from the beginning was for parties that are engaged in drainage systems on a day-to-day basis  
267 to get together and find a way to find consensus on challenging drainage topics. He noted that he is  
268 aware of a retiring County Commissioner who may continue to attend the Drainage Work Group as  
269 a citizen, which may end up providing the representation that Manager Wagamon is seeking.

270  
271 Manager Waller noted that at the workshop meeting, they had an analysis of the Wetland  
272 Conservation Act (WCA) changes and would disagree with those who would pass on the opportunity  
273 to enact change in the statute for fear of opening the door to new legislation. He explained that he  
274 felt that the Board should be aware of this and take the opportunity to also go to their local  
275 representatives about legislation to change things.

276

277 President Bradley asked Manager Robertson to report on her effort to gain more information about  
278 the 2024 WCA revisions.

279  
280 Manager Robertson explained that based on the same conversation about objections to the new  
281 language in the updated legislation, she had reached out to Senator Koran and asked if he could do  
282 some due diligence on the genesis of these changes. She explained that she received an e-mail from  
283 him that indicated that it was passed in March of 2024 and when he went back to research the bill  
284 to find how it came to the floor, he found that there was no one present to testify either for or  
285 against the bill and no amendments were offered in committee hearing. She stated that Senator  
286 Koran shared that there were about 12 amendments offered during floor debate and that the House  
287 had passed it in 2024 with additional amendments. She stated that Senator Koran shared that he  
288 did not have an upfront recollection of any controversial things but encouraged the District to reach  
289 out to him if they had additional questions. She explained that it looks as though these changes  
290 were prompted administratively rather than legislatively. She noted that the bill authors for both  
291 the Senate and the House were legislators from St. Paul.

292  
293 Manager Waller thanked Manager Robertson for asking Senator Koran and noted that they could  
294 also ask Senator Housley and Representative Anderson to take a look at this as well. He stated that  
295 he felt that this may be an opportunity for the District to tag in some things that they felt were  
296 locally important as well.

297  
298 **3. December/January Calendar**

299 President Bradley reminded the Board that the January 8, 2025 meeting was changed to January 9,  
300 2025.

301  
302 **4. Administrator Updates**

303 District Administrator Tomczik stated the DNR had responded to the District’s inquiry to dredge the  
304 vegetation out of Anoka County Ditch 10-22-32, the public waters between Jordell and 137<sup>th</sup>, and  
305 place the organic spoil on the existing spoil bank. He clarified that no DNR public waters permit or  
306 letter or permission would be required and the letter also stated that no further coordination with  
307 their office was needed for this repair action.

308  
309 **5. Managers Update**

310 Manager Waller stated that he was invited to attend the North Environmental Center ribbon-cutting  
311 ceremony in Forest Lake on December 16, 2024. He noted that last night he attended the Birchwood  
312 City Council meeting and noted that Commissioner Karwoski was there to give certificates of  
313 appreciation to the mayor and the council for their service. He noted that Birchwood was still looking  
314 to clarify some issues related to Hall’s Marsh in the agreement being considered.

315

316 **ADJOURNMENT**

317 ***Motion by Manager Robertson, seconded by Manager Waller, to adjourn the meeting at 7:14 p.m. Motion***  
318 ***carried 5-0.***

319

# CONSENT AGENDA

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

## Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
24-077	CSM Construction	Blaine	Final Site Drainage Plan Floodplain Alteration	CAPROC 8 items

*It was moved by Manager \_\_\_\_\_ and seconded by Manager \_\_\_\_\_, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated December 30, 2024.*

**RICE CREEK WATERSHED DISTRICT  
CONSENT AGENDA**

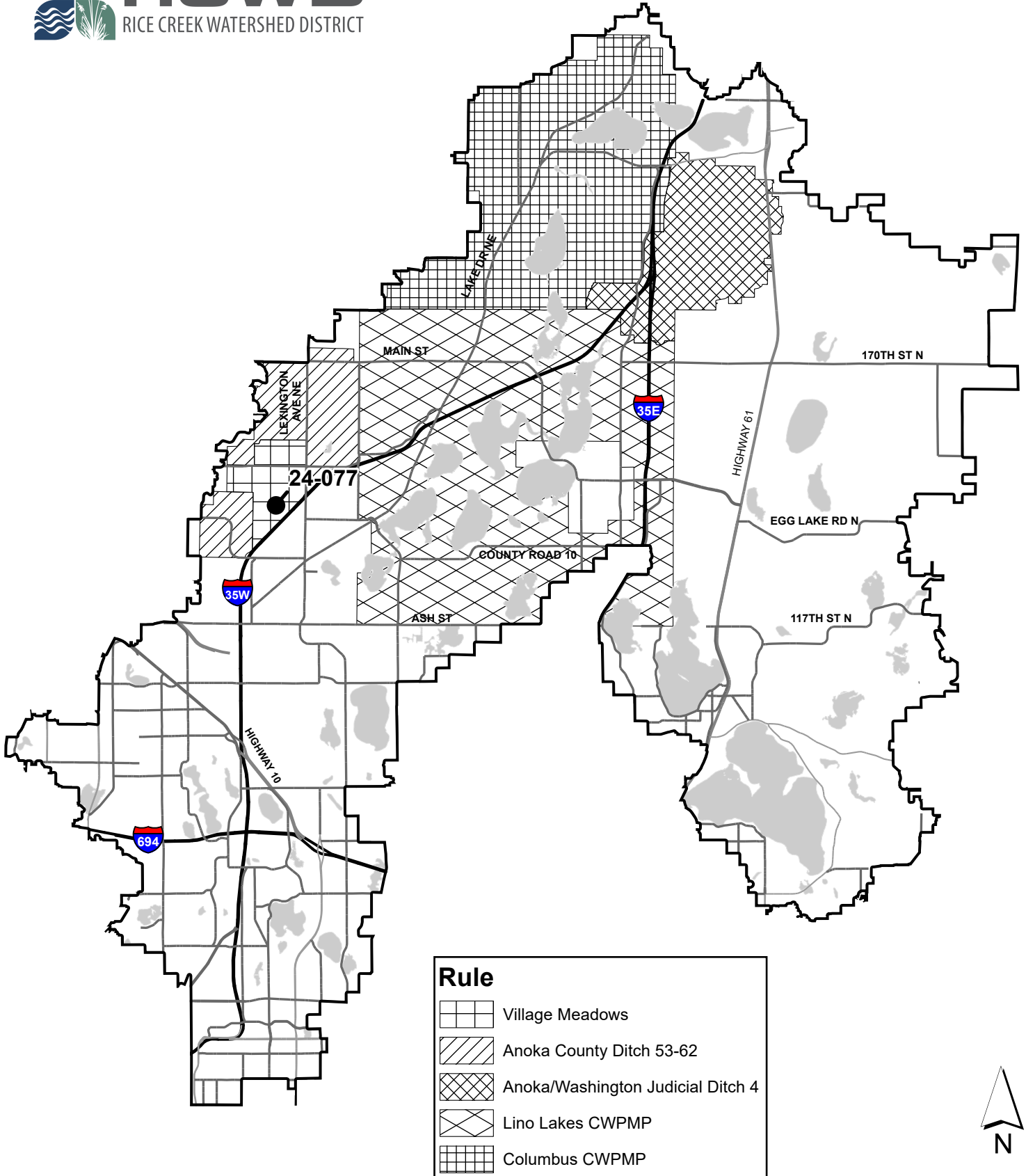
**January 9, 2025**

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ to Approve, Conditionally Approve Pending Receipt Of Changes, or Deny, the Permit Application noted in the following Table of Contents, in accordance with the District Engineer’s Findings and Recommendations, as contained in the Engineer’s Findings and Recommendations, as contained in the Engineer’s Report dated December 30<sup>th</sup>, 2024.

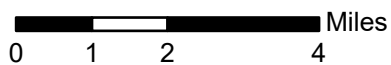
**TABLE OF CONTENTS**

<b>Permit Application Number</b>	<b>Applicant</b>	<b>Page</b>	<b>Recommendation</b>
Permit Location Map		17	
24-077	CSM Corporation	18	CAPROC





**Permit Reviews**  
**01/08/2025 Agenda**





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

Permit Application Number:

24-077

Permit Application Name:

Lexington Preserve Business Park V

---

Applicant/Landowner:

CSM Corporation  
Attn: John Ferrier  
500 Washington Ave, Suite 3000  
Minneapolis, MN 55415  
Ph: 612-395-7037  
Fx: (612) 395-7002  
jferrier@csmcorp.net

Permit Contact:

Alliant Engineering  
Attn: Mark Kronbeck  
733 Marquette Avenue STE 700  
Minneapolis, MN 55402  
Ph: 612-767-9338  
mkronbeck@alliant-inc.com

Alliant Engineering  
Attn: Jorgen Holt  
Ph: 612-767-9358  
jholt@alliant-inc.com

Project Name: Lexington Preserve Business Park V

Purpose: FSD – Final Site Drainage, FA – Floodplain Alteration; Two new industrial buildings approximately 84,000 SF each

Site Size: 2 parcels totaling 12.4± acres / 10.6 ± acres of disturbed area; existing and proposed impervious areas are 0 ± acres and 8.75 ± acres, respectively

Location: Outlots A and B, CSM Lexington 3<sup>rd</sup> Addition, South of 3785 Pheasant Ridge Drive, Blaine

T-R-S: SE ¼, Section 23, T31N, R23W

District Rule: C, D, E

---

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

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

Rule F – Wetland Alteration

2. The applicant must provide a buffer signage plan including proposed signage and placement location for District consideration.

Administrative

3. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board.
4. The applicant must pay the deferred Water Management District Charges associated with this parcel. These charges were previously noticed to the landowner in conjunction with a public hearing which established the charges to be due upon development or redevelopment of the parcel. The charges are subject to change during the 12-month CAPROC term of this permit application. Therefore, the applicant must contact the District prior to submitting final payment to verify the amount to be paid to the District.

PID: 23-31-23-34-0003  
Amount: 868.47  
RCWD Fund: 80-24 (ACD 53-62)

PID: 23-31-23-43-0019  
Amount: 90.71  
RCWD Fund: 80-24 (ACD 53-62)

5. Submit a copy of the recorded plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City of Blaine).
6. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
7. The applicant must provide an attested copy of any and all signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
8. The applicant must submit a surety of \$49,550 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The applicant must provide the first \$5000 in the form of a check and has the option of providing the remainder of the surety amount in the form of a check or a Performance Bond or Letter of Credit. The surety is based on \$5,750 for 10.6 acres of disturbance, and \$43,800 for 87,556 CF of storm water treatment.

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

1. Provide an as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) to the District for verification of compliance with the approved plans before return of the surety.
2. Provide an as-built survey and computation of the floodplain fill and mitigation storage areas and volume for verification of compliance with the approved plans before return of the surety.
3. Installation of permanent, freestanding markers at development side edge of buffer, wetland or otherwise, with a design and text approved by District staff in writing and in compliance with the approved plans, no later than six months after permit approval.

Exhibits:

1. Revised plan set containing 14 sheets dated and received 12-20-2024
2. MS4 Permit application receipt, received 11-4-2024

3. Stormwater Calculations, dated 11-1-2024 and received 11-8-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions, piezometer readings (dated 9-26-2006).
4. Revised Stormwater Calculations, dated and received 12-2-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions, Geotechnical report (dated 11-22-2024), floodplain analysis (dated 12-2-2024).
5. Revised proposed condition HydroCAD report for the 2-year, 10-year, and 100-year rainfall events.
6. Project narrative, no date, received 11-4-2024.

Findings:

1. Description – The project proposes to construct two 83,900 SF buildings and associated parking on 2 parcels totaling 12.4± acres located in Blaine. The project will increase the impervious area from 0± acres to 7.73± acres and disturb 10.6± acres overall. Drainage on site flows to two existing depressional areas which discharge to a private ditch to the west and then to ACD 53-62 Branch 1 and ultimately Golden Lake, the Resource of Concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.
2. Stormwater – The applicant is proposing the BMPs as described below for the project:

BMP Description	Location	NURP requirement	Volume provided	EOF
Stormwater (NURP) basin	West property line	1.52± acre-feet	2.63± acre-feet	897.15
Stormwater (NURP) basin	South property line	0.49± acre-feet	0.69± acre-feet	897.15

Soils on site are primarily HSG A/B consisting of silty sand fill at the surface with poorly graded sand with silt below. Infiltration is not considered feasible due to high ground water and NURP ponds are acceptable to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 2.2-inches over the new/reconstructed area (8.75± acres), however NURP sizing criteria governs

No survey was submitted of the depressional areas. The depressional areas will be excavated to the meet the NURP requirement. The pond sizing, and outlets and overflows are consistent with the design criteria of Rule C.9(d). The applicant has treated 100% of the impervious area. Additional TSS removal is not required. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(d).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
West to private ditch	0.9	0.9	6.1	6.0	33.2	32.7

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

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

3. Wetlands – A new wetland delineation was not completed for this project. The property was mass graded under Permit #05-003 and the wetland impacts were addressed under an approved wetland replacement plan. The project is located within the Village Meadows CWPMP boundary and the

WMC easements and buffer requirements were recorded on the property under Permit #05-003, however it is unclear if signage is installed. The applicant must submit a plan showing the existing sign or proposed signage locations, whichever is applicable.

4. Floodplain – The regulatory floodplain on site is 899.3 (NAVD 88). The applicant has submitted cut and fill calculations demonstrating that there will be approximately 2,088 cubic yards of net increase in floodplain storage, which demonstrates compliance with Rule E.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrance, inlet protection erosion control blanket and rip rap. The project will disturb more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheet 4.0. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project does not flow to a nutrient impaired water (within 1 mile).
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).
9. Previous Permit Information – Previous mass grading and WMC establishment occurred under permit 05-003.

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



12/30/2024

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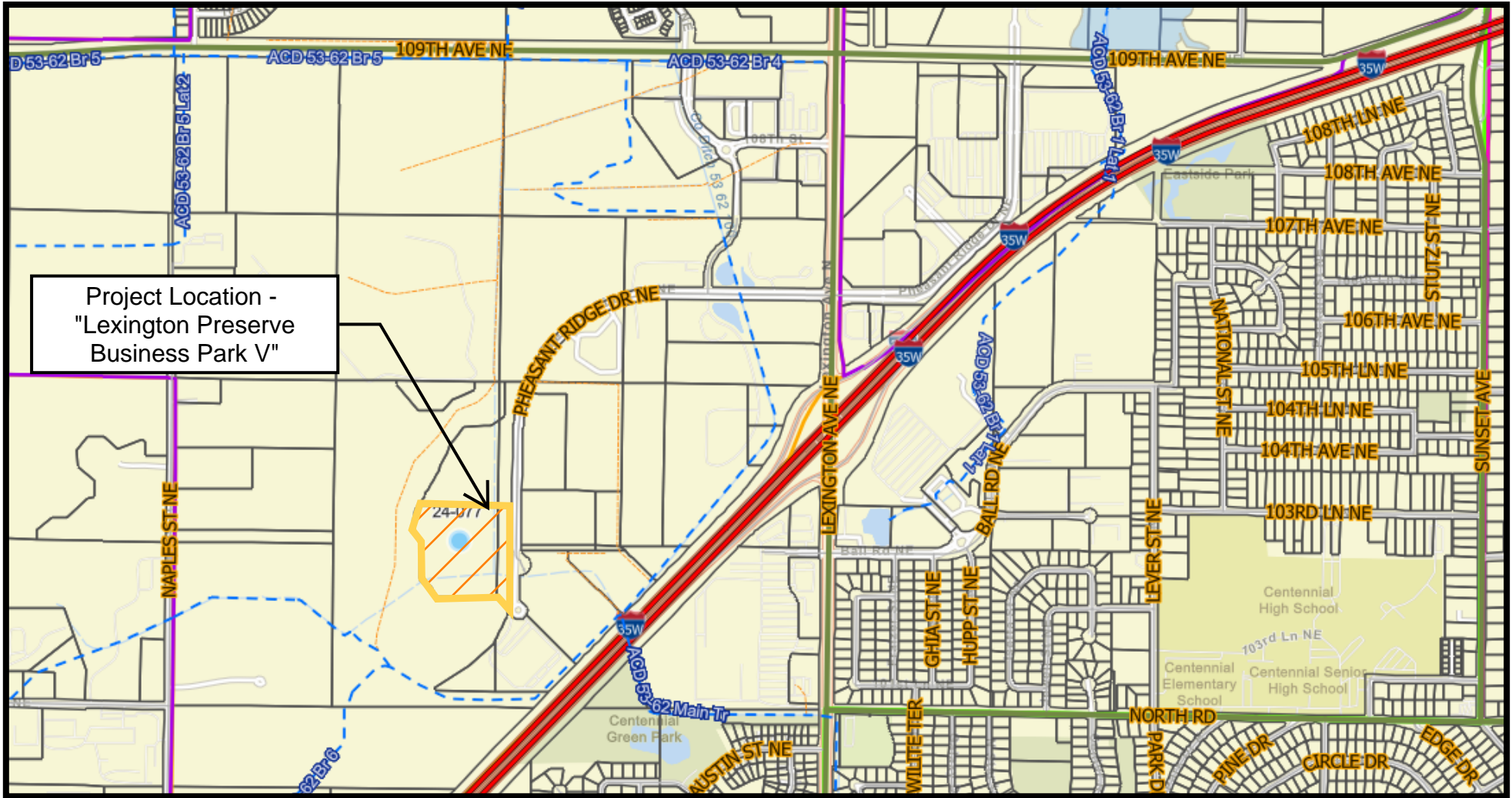
Greg Bowles, MN Reg. No 41929



12/30/2024

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Katherine MacDonald, MN Reg. No 44590

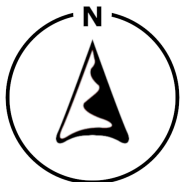


### Legend

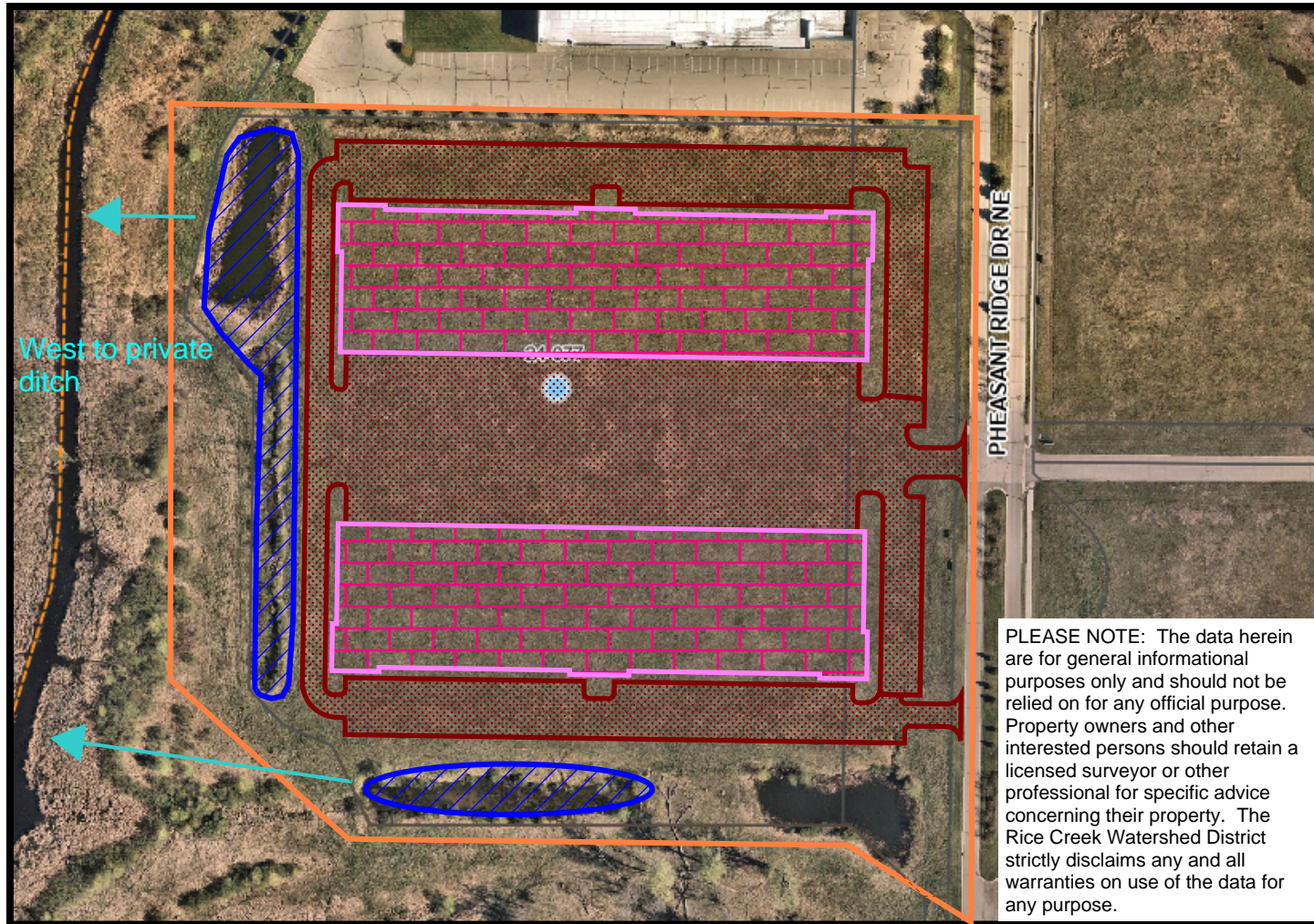
 Project Location

 Public Ditch - Open Channel






 Private Ditch

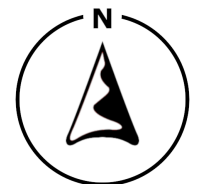






### Legend

-  Project Location
-  Parking Area
-  Building
-  Stormwater (NURP) Basin
-  Drainage Arrow



## **ITEMS REQUIRING BOARD ACTION**

1. Citizen Advisory Committee Member Appointments for 2025  
(Kendra Sommerfeld)



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



**Date:** December 17, 2024  
**To:** RCWD Board of Managers  
**From:** Kendra Sommerfeld, Communications & Outreach Manager  
**Subject:** Citizen Advisory Committee Member Appointments for 2025

**Introduction**

The Board of Managers is required to maintain a Citizen Advisory Committee (CAC) to advise and assist the Board with all matters affecting the interests of the watershed district as well as to make recommendations on proposed RCWD projects and improvements. The Board appoints or re-appoints members annually or as vacancies occur.

**Background**

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

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

Staff have prepared a slate of 10 individuals (see table) who have indicated their willingness to serve on the RCWD CAC in 2025. There is 1 new CAC application for 2025 (Ellen Donaldson), a highly qualified individual and staff recommend they be appointed representing Ramsey County for 2025. There is one vacancy in Washington County for Washington SWCD representative and one in Anoka County, staff are actively recruiting.

**Staff Recommendation**

Staff recommends the presented slate for the 2025 CAC.

<b>Name</b>	<b>Affiliation or Organization</b>	<b>County</b>
<i>Vacant</i>		Anoka
Rebecca Keller	Lino Lakes	Anoka
Truchon, Mary Jo*	Anoka Conservation District	Anoka
O’Connell, Teresa	Lino Lakes	Anoka
Ellen Donaldson	White Bear Township	Ramsey
Lazarus, William	Shoreview	Ramsey
Andrew Kovacs	Mounds View	Ramsey
Schroeder, Michael*	Ramsey Conservation Department	Ramsey
Richard Thompson	Forest Lake	Washington
Larsen, Peter	Hugo	Washington
Ramseth, Douglas	Forest Lake, Clear Lake	Washington
<i>Vacant*</i>	Washington County CD	Washington

\*Representatives of the county conservation districts/departments are put forth by the conservation district/department for Board consideration.

**Proposed Motion**

It was moved by Manager \_\_\_\_\_ and seconded by Manager \_\_\_\_\_, to appoint the 10 individuals proposed on the slate for membership on the Citizen Advisory Committee for 2025.

**Attachments**

- Ellen Donaldson CAC Application

# Citizen Advisory Committee Application



## General Information

Please provide your personal information

FIRST NAME	LAST NAME	M.I.
<input type="text" value="Ellen"/>	<input type="text" value="Donaldson"/>	<input type="text" value="G"/>
ADDRESS	CITY	STATE
<input type="text"/>		
ZIP CODE	COUNTY	EMAIL ADDRESS
<input type="text"/>		
PRIMARY PHONE NUMBER	IS IT A CELL PHONE <input checked="" type="checkbox"/>	SECONDARY PHONE NUMBER
<input type="text"/>		
ARE YOU A RCWD RESIDENT		
<input checked="" type="checkbox"/> YES, HOW LONG <input type="text" value="1+"/> <input type="checkbox"/> NO		
PREFERRED CONTACT		
EMAIL <input checked="" type="checkbox"/>	MAIL <input type="checkbox"/>	PHONE <input type="checkbox"/>

## Experience

### Membership Category

<input type="checkbox"/> Soil and Water Conservation District/Department Rep.	<input type="checkbox"/> Agriculture
<input type="checkbox"/> County Board Member	<input checked="" type="checkbox"/> Citizen (at large)
<input type="checkbox"/> City or Town Official	<input type="checkbox"/> Other: <input type="text"/>
<input type="checkbox"/> Sportmen's Organization Member	

### Qualifications (include: education, occupation, volunteer experiences, etc.)

1. Received grant from RCWD to assist in major shoreline preservation/restoration project at my new home on Bald Eagle Lake. Implemented plan including shoreline cleanup, 10 feet of stone riprap, extensive landscaping/plantings to help preserve land/prevent erosion. Also, put in large rain garden in back yard to help filter stormwater. My shoreline restoration and rain garden projects serve as model for community.
2. Learned about watershed preservation/restoration while living in Davidson, NC and participating on Town of Davidson Planning Board for 6 years. Participated in subcommittee that developed the Watershed Ordinance for the Town of Davidson (Catawba River and Lake Normam Watershed Districts). Worked closely with County, local Watershed, and Davidson College Department of Biology experts to develop and implement Watershed Ordinance.

### Civic, professional and community activities (past and present)

- When I retired early in 2011 from my career as a healthcare communications company CEO, immediately sought volunteer opportunities with local nonprofit and civic organizations in Davidson, NC. Activities include:
1. Rotary Club of Davidson, NC, 2011-2023 -- Charter member; Board member x 11 years
  2. Davidson Community Foundation, 2020-2023 -- Founded DCF in 2020; raised >\$750k in 6 mos for COVID community aid
  3. Town of Davidson, NC Planning Board, 2017-2022 -- 6 years (2 terms); developed Watershed and Tree Ordinances
  4. Town of Davidson Strategic Plan Citizen Advisory Board, 2021-2022
  5. Davidson-Cornelius Child Development Center, 2012-2019 -- Board President x 3 years; Board member
  6. Duke University School of Nursing Alumni Advisory Board, 2019-2022

**Reasons for wanting to serve on the RCWD Citizen Advisory Committee**

The natural area, lakes and woodlands here in MN are just beautiful! I would like to be able to contribute towards greater citizen understanding and appreciation of what we can do to help preserve, restore and maintain our watershed area. I bring some experience from working on the Watershed (and Tree) Ordinance while I was living in NC, and would like to continue pursuing watershed preservation and restoration now that I'm a Minnesotan! I have greatly enjoyed working with Molly and others from RCWD and Ramsey County, and hope to continue the partnership.

**Other comments**

Please let me know if you have any questions or would like additional information! I'm also happy to provide references for my involvement with the Town of Davidson, NC Planning Board and Watershed & Tree Ordinances.

SIGNATURE

Ellen G Donaldson

DATE

1 0 - 1 5 - 2 0 2 4

**Please note the following before submission:**

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

**Please submit application to Kendra Sommerfeld**

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

Cell: 763-398-3073  
Email: [ksommerfeld@ricecreek.org](mailto:ksommerfeld@ricecreek.org)  
Visit our website: [www.ricecreek.org](http://www.ricecreek.org)

## **ITEMS REQUIRING BOARD ACTION**

2. City of Fridley Final Payment Approval – Moore Lake Enhancement Project (David Petry)

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



**Date:** January 02, 2025  
**To:** RCWD Board of Managers  
**From:** David Petry, Project Manager  
**Subject:** Moore Lake Enhancement Project – Final Payment

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**Introduction**

On March 24<sup>th</sup>, 2021, the Board ordered the execution of a grant agreement between the District and the City of Fridley to provide reimbursement for 50 percent of the City’s portion of the cost for the Moore Lake Enhancement Project (Project), not to exceed \$100,000, to provide local match for a Board of Water and Soil Resources (BWSR) Clean Water Fund (CWF) Grant. The Board is being asked to consider approval of the final pay request from the City for this grant.

**Background**

In 2002, East Moore Lake was identified as having a nutrient impairment for aquatic recreation and there is also known bacterial contamination. In 2013, the District and Anoka Conservation District completed a stormwater retrofit analysis for Moore Lake, assessing several stormwater best management practice retrofit approaches within the subwatershed. A new wet pond at Moore Lake Park was identified as the top priority project in the report.

In conjunction with a larger Moore Lake Park redesign project and street intersection improvements, the City of Fridley developed a concept plan detailing construction of a biochar- and iron-enhanced sand filter within the park to reduce total phosphorus, suspended sediment and coliform bacteria loading to East Moore Lake. The City was successful in their proposal for a CWF Grant to BWSR and was awarded \$400,000 to be used to pay for a portion of the cost of the Project, with a total cost of approximately \$656,000.

Construction of the project began in 2022 and was completed in 2024. The City will maintain the Project and has submitted a maintenance plan to the District, consistent with the RCWD grant agreement. The treatment system was designed by Stantec Consulting Services and was Constructed by Peterson Companies. Native plants were purchased from MNL and planted in partnership with North Park Elementary School. Staff worked with Studio Lola to develop an educational sign to be installed at the site highlighting how stormwater is treated by the filter, consistent with the RCWD grant agreement.

This project is an excellent example of numerous partners working together to achieve multiple goals and implement a successful project for the community. Moore Lake Park held the Fall 2024 RCWD City and County Parter meeting and this project was featured throughout the presentation.

**Staff Recommendation**

Staff recommend that the final payment of \$60,019.23 be issued to the City of Friedley for partial reimbursement for the Moore Lake Enhancement Project.

**Proposed Motion**

Manager \_\_\_\_\_ moves to approve the City of Fridley’s final pay request as submitted and directs staff to issue a payment in the amount of \$60,019.23, seconded by Manager \_\_\_\_\_.

**Attachments**

City of Fridley Invoice No. 1 (Final) for Moore Lake Enhancement Project  
East Moore Lake Biochar- and Iron-Enhanced Sand Filter As-Builts  
East Moore Lake Biochar- and Iron-Enhanced Sand Filter Education Sign



# Fridley Civic Campus

## INVOICE

Rice Creek Watershed District  
4325 Pheasant Ridge Dr. NE  
Blaine, MN 55449

December 11, 2024  
Invoice No. 1 (Final)  
Acct. No. 603-6039-705100  
Project No. 603-60-21-528R

**Moore Lake Enhancement Project**  
**Attention: Nick Tomczik, Administrator**

---

Technical Services	\$28,106.53
Construction Services	\$27,084.60
Education Services	\$175.60
Signage	\$4,652.50
<i>Please see the attached Project Activity Report for details</i>	

<b>Total this Task</b>	<b>\$60,019.23</b>
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	<b>Current</b>	<b>Prior</b>	<b>Total</b>	<b>Received</b>
<b>Invoiced to Date</b>	<b>\$60,019.23</b>	<b>\$0</b>	<b>\$60,019.23</b>	<b>\$0</b>

Thank you in advance for the prompt processing of this invoice. If you have any questions, please contact Rachel Workin, at (763) 572-3594 or email at [rachel.workin@fridleymn.gov](mailto:rachel.workin@fridleymn.gov).

**Please Send Payment Check To:**

City of Fridley  
Attn: Annie Olson - Engineering  
7071 University Avenue NE  
Fridley, MN 55432



**Project Nan Group**  
603-Storm-1 Utility Funds

**Type**  
Capital Improvement

**Status**  
Active

**Account Name**  
TMDL-East Moore Lake Filter

**Category**  
INFR INF-705100 - Infrastructure

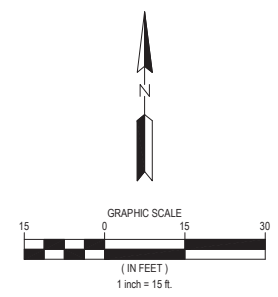
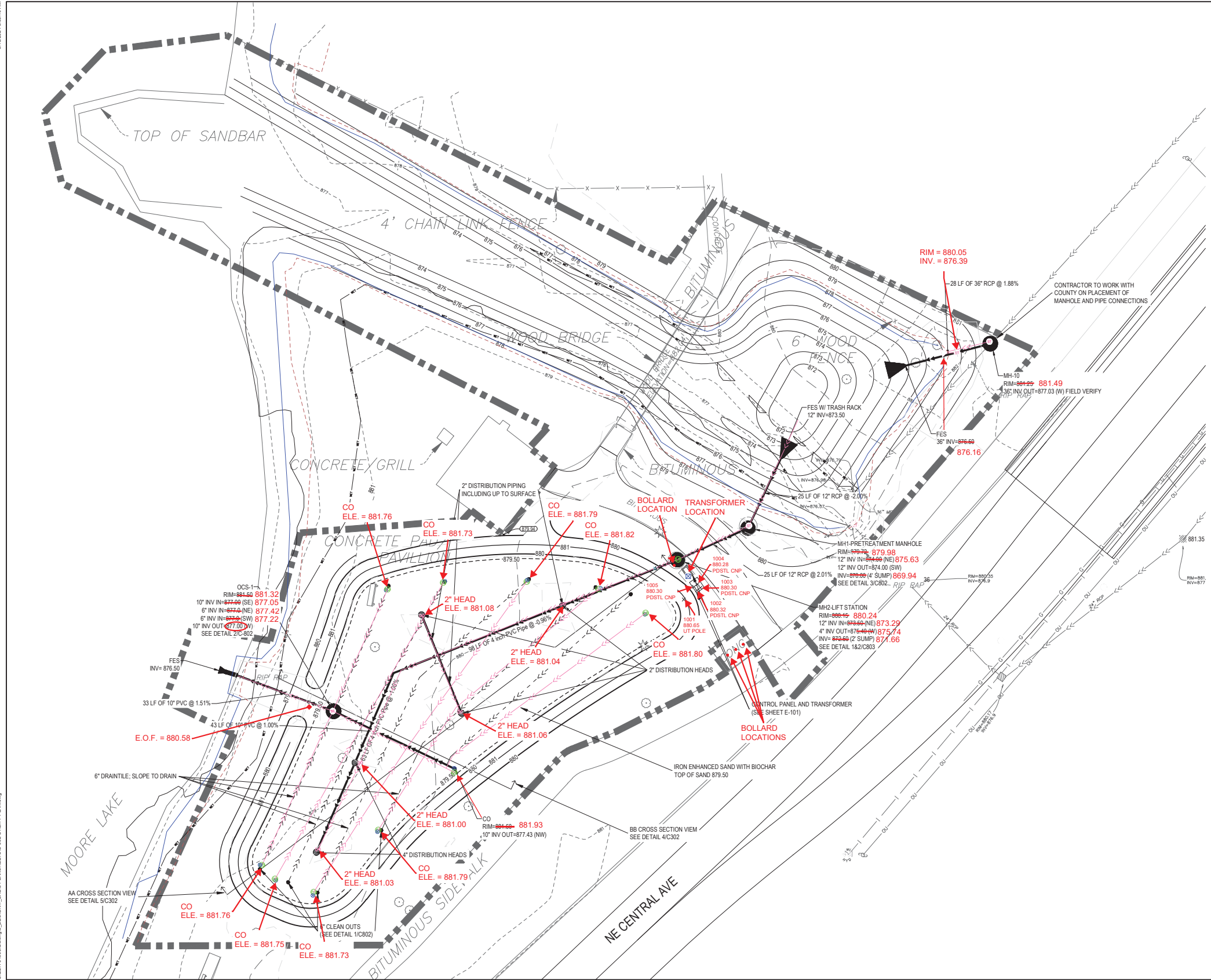
**Total Activity**  
643579.36

GL Account Number	Post Date	Description	Vendor Name	Item Number	Activity
<b><u>Design and Engineering</u></b>					
<a href="#">603-6039-705100</a>	11/17/2021	EAST MOORE LAKE FILTER PROJECT	STANTEC CONSULTING SERVICES INC	<a href="#">1842492</a>	\$ 20,587.69
<a href="#">603-6039-705100</a>	11/24/2021	EAST MOORE LAKE BIESF PROJECT	STANTEC CONSULTING SERVICES INC	<a href="#">1850911</a>	\$ 3,319.50
<a href="#">603-6039-705100</a>	12/15/2021	EAST MOORE LAKE BIESF PROJECT	STANTEC CONSULTING SERVICES INC	<a href="#">1865001</a>	\$ 432.50
<a href="#">603-6039-705100</a>	12/31/2021	MOORE LAKE IESF	STANTEC CONSULTING SERVICES INC	<a href="#">1877855</a>	\$ 1,109.75
<a href="#">603-6039-705100</a>	03/31/2022	MOORE LAKE IESF- 90% PLANS	STANTEC CONSULTING SERVICES INC	<a href="#">1896964</a>	\$ 614.50
<a href="#">603-6039-705100</a>	06/28/2022	MOORE LAKE BIESF 90% PLANS	STANTEC CONSULTING SERVICES INC	<a href="#">1928664</a>	\$ 62.00
<a href="#">603-6039-705100</a>	09/08/2022	EAST MOORE LAKE BIESF DESIGN	STANTEC CONSULTING SERVICES INC	<a href="#">1972737</a>	\$ 28,804.25
<a href="#">603-6039-705100</a>	09/09/2022	Stantec #197943 (to 407-31-22-700)			\$ (123.75)
<a href="#">603-6039-705100</a>	10/11/2022	BID NOTICE-MOORE LK FILTER	FINANCE AND COMMERCE INC	<a href="#">745545854</a>	\$ 157.45
<a href="#">603-6039-705100</a>	11/30/2022	NPDES PERMIT FEE	PETERSON COMPANIES INC	<a href="#">50594</a>	\$ 408.60
<a href="#">603-6039-705100</a>	12/14/2022	EAST MOORE LAKE BIESF DESIGN	STANTEC CONSULTING SERVICES INC	<a href="#">2014185</a>	\$ 11,376.50
<a href="#">603-6039-705100</a>	12/14/2022	EAST MOORE LAKE FILTER-PERMIT FEES (DNR)	STANTEC CONSULTING SERVICES INC	<a href="#">2014186</a>	\$ 3,150.00
<a href="#">603-6039-705100</a>	03/14/2023	EAST MOORE LAKE BIO FILTER DESIGN	STANTEC CONSULTING SERVICES INC	<a href="#">2048675</a>	\$ 6,861.64
<a href="#">603-6039-705100</a>	04/11/2023	EAST MOORE LAKE BIESF DESIGN	STANTEC CONSULTING SERVICES INC	<a href="#">2063443</a>	\$ 1,080.50
<a href="#">603-6039-705100</a>	03/13/2024	MOORE LAKE BIO FILTER DESIGN	STANTEC CONSULTING SERVICES INC	<a href="#">2203506</a>	\$ 2,055.93
<a href="#">603-6039-705100</a>	06/26/2024	E.MOORE LAKE SAND FILTER DESIGN-FINAL IN	STANTEC CONSULTING SERVICES INC	<a href="#">2249179</a>	\$ 1,316.00
				<b>Technical Services Total</b>	\$ 81,213.06
				CWF Grant	\$ (25,000.00)
				Remaining	\$ 56,213.06
				RCWD 50% Share	\$ 28,106.53
<b><u>Construction</u></b>					
<a href="#">603-6039-631100</a>	12/31/2022	CC Peterson Retainage			\$ (18,298.21)
<a href="#">603-6039-631100</a>	12/31/2022	Record 2022 retainage			\$ 18,298.21
<a href="#">603-6039-705100</a>	12/31/2022	CC Peterson Retainage			\$ 18,298.21
<a href="#">603-6039-705100</a>	12/31/2022	MOORE LAKE FILTER, EST1-DEC	PETERSON COMPANIES INC	<a href="#">EST. NO. 1</a>	\$ 347,666.00
<a href="#">603-6039-631100</a>	01/01/2023	CC Peterson Retainage			\$ 18,298.21





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**LEGEND**

	LIMITS OF CONSTRUCTION
	EXISTING STORM SEWER
	EXISTING WATERMAIN
	EXISTING UNDERGROUND GAS LINE
	EXISTING OVERHEAD UTILITY LINE
	EXISTING FENCE LINE
	EXISTING MINOR CONTOUR
	EXISTING MAJOR CONTOUR
	EXISTING SANITARY MANHOLE
	EXISTING STORM SEWER MANHOLE
	EXISTING STORM SEWER INLET
	EXISTING STORM SEWER INLET
	EXISTING FLARED END SECTION
	EXISTING HYDRANT
	EXISTING WATER VALVE
	EXISTING UTILITY POLE
	EXISTING LIGHT POLE
	EXISTING DECIDUOUS TREE
	PROPOSED STORM SEWER
	PROPOSED DRAIN TILE
	PROPOSED DISTRIBUTION LINE
	PROPOSED STORM MANHOLE
	PROPOSED DISTRIBUTION HEADS
	PROPOSED CLEANOUT
	PROPOSED FLARED END SECTION

**Stantec**  
 7500 OLSON MEMORIAL HWY  
 SUITE 300  
 GOLDEN VALLEY, MN 55427  
 PHONE: 763-252-6800  
 FAX: 952-831-1268  
 WWW.STANTEC.COM

CLIENT:  
  
 CITY OF FRIDLEY  
 7071 UNIVERSITY AVE NE  
 FRIDLEY, MN 55432  
 PHONE: 763-571-3450

**EAST MOORE LAKE BIOCHAR- AND  
 IRON-ENHANCED SAND FILTER**  
 CITY OF FRIDLEY  
 ANOKA COUNTY, MN

PROJECT TITLE: EAST MOORE LAKE BIOCHAR- AND IRON-ENHANCED SAND FILTER

ISSUE NO.	DATE	DESCRIPTION
1	08/11/2022	80% PLAN SUBMITTAL
2	09/20/2022	100% PLAN SUBMITTAL
3	09/06/2022	PLAN REVISIONS
4	11/07/2022	LANDSCAPE PLAN REVISIONS
5	06/13/2024	AS-BUILT

**CERTIFICATION:**  
 I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

LICENSE NO.: 57794  
 DATE: 06/13/2024

PROJECT NO.: 227704093

DWN BY: JTW	CHKD BY: EAM	APPD BY: ERM
-------------	--------------	--------------

ISSUE DATE: 11/07/2022  
 SHEET NO.: 5

SHEET TITLE: UTILITY PLAN  
 SHEET NO.: C-302



# MOORE LAKE SAND FILTER

## Removing pollutants to improve water quality

### The Impact

It's estimated that the sand filter will remove over 24 pounds of phosphorus and 1,200 pounds of sediment from the lake annually!

### WHAT IS STORMWATER AND HOW DOES IT POLLUTE THE LAKE?

Stormwater runoff flows into East and West Moore Lake from the surrounding city area, which includes roads, parking lots, and neighborhoods. This water, carrying pollutants like phosphorus, sediment, and garbage, enters the underground stormwater stormsewer system and is discharged directly into the lake.

When this polluted runoff flows untreated into the lake, it has excess nutrients in it such as phosphorus, which fuels algae growth. Algal blooms not only make the lake less appealing for recreational activities like fishing and swimming, but they also degrade the water quality and harm the fish and other aquatic species that live in the lake.

Since 2002, East Moore Lake has been listed as impaired by the Minnesota Pollution Control Agency due to excess nutrients, particularly phosphorus, which contribute to algal blooms and affect recreation and aquatic life like fish.

### STORMWATER MANAGEMENT AND COMMUNITY EFFORTS

Stormwater management is a collaborative effort that involves the City of Fridley, RCWD, and residents. By working together, we can reduce the pollutants that enter our waterways and ensure that lakes like Moore Lake remain clean and healthy. In addition to the biochar and iron-enhanced sand filter, RCWD and the City implement a variety of practices, from rain gardens to permeable pavements, all aimed at filtering and cleaning stormwater before it reaches our lakes.

### THE SAND FILTER

The City of Fridley and the Rice Creek Watershed District (RCWD) installed a biochar and iron-enhanced sand filter to help clean stormwater runoff before it reaches East Moore Lake. The filter works by treating stormwater runoff from the surrounding area, including Gardena Avenue and the Moore Lake Park parking lot.

### How the Filter Works

- 1 SETTling POND**  
Stormwater is first directed into a settling pond. Here, large particles such as sediment and leaves are removed.
- 2 BIOCHAR & IRON-ENHANCED SAND FILTER**  
Stormwater is pumped into a filter that contains a mixture of sand, biochar, and iron particles. The biochar absorbs bacteria, while the iron binds to phosphorus, removing these pollutants from the water.
- 3 CLEANER WATER**  
By the time the water flows out of the filter, it's much cleaner, with significantly lower levels of phosphorus and suspended solids such as dirt.

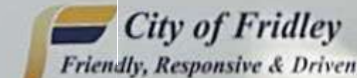
### How you can help?

**ADOPT A STORM DRAIN**—Regularly clear leaves, debris, and trash from storm drains to prevent pollutants from entering the lake.

**INSTALL A RAIN GARDEN OR RAIN BARREL**—Rain gardens and rain barrels capture stormwater, reducing runoff and filtering out pollutants before they reach the lake.

**PLANT NATIVE PLANTS**—Native plants stabilize soil, prevent erosion, and reduce runoff. They also create habitat for local wildlife and require less water and fertilizer.

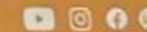
**REDUCE FERTILIZER AND PESTICIDE USE**—Minimize the use of lawn chemicals to reduce harmful runoff that can fuel algae growth and degrade water quality.



LEARN MORE



ricecreek.org



This project was supported with funding from a Clean Water Fund grant from the Board of Soil and Water Resources, a RCWD grant, Anoka County, as well as the City's Stormwater Utility Fund.

## **ITEMS REQUIRING BOARD ACTION**

3. Dunaway Construction Final Payment Approval – Ramsey County Ditch #4 Repair Phase 2 (Tom Schmidt)

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



**Date:** December 30, 2024  
**To:** RCWD Board of Managers  
**From:** Tom Schmidt Drainage & Facilities Manager  
**Subject:** Final Payment Approval – Ramsey County Ditch #4 Repair Phase #2

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**Introduction**

The Board is being asked to approve Dunaway Construction's Invoice for the Ramsey County Ditch #4 (RCD#4) Phase #2 Repair (Little Lake Johanna to Lake Johanna Channel).

**Background**

Dunaway has completed the riprap stabilization project, and District staff and Engineer have verified successful completion of the work consistent with the bid.

The invoice is \$57,846.25. This amount represents 100% of the total. Staff and the District Engineer acknowledge that the pay request is accurate and ready for approval. RCWD will not hold retainage on this contract, as all work is complete. This will be the final and only payment; the Phase #2 contract with the proposed payment action will be complete and subsequently closed. Payment will be made per the Board Approved allocation for the RCD#4 Repair project, 60% 80-07 RCD4 WMD, 40% 80-08 Ad Valorem.

**Staff Recommendation**

District staff recommends that \$57,846.25 payment be issued to Dunaway Construction.

**Proposed Motion**

Manager \_\_\_\_\_ moves to approve Dunaway Construction's Invoice as submitted and verified by Staff and the District Engineer and further directs staff to issue payment in the amount of \$57,846.25.

**Attachments**

Dunaway Invoice –Dated: 12/16/24





Riprap placement looking south to Little Lake Johanna



Placed Riprap Looking south to Little Lake Johanna.

**DUNAWAY CONSTRUCTION**

17149 Notre Dame Street NE  
Forest Lake, Minnesota 55025  
Phone/Fax: 651-464-1985

December 16, 2024

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

Re: Ramsey County Ditch 4 – Channel Stabilization

Mobilization	.5 LS \$10,000.00	\$5,000.00
Seeding	0.0 Acre @ \$6,000.00	\$0.00
Rip Rap Class III Granite	335 CY \$157.75	\$52,846.25
Total due upon receipt		: \$57,846.25

Respectfully,

Dunaway Construction  
Kyle Dunaway



APPROVED FOR PAYMENT

Date: 12/17/24 Int: TES

Drainage & Facilities Manager

Codeto:  
60% 80-07 RCD4 WMD, 40% 80-08 Ad Valorem.

## **ITEMS REQUIRING BOARD ACTION**

4. Check Register Dated January 9, 2025, in the Amount of \$118,227.72 Prepared by Redpath and Company



**Rice Creek Watershed District**  
**Check Register**  
**December 26, 2024 - January 9, 2025**  
**To Be Approved at the January 9, 2025 Board Meeting**

<b>Check #</b>	<b>Date</b>	<b>Payee</b>	<b>Description</b>	<b>Amount</b>	
25986	12/18/24	Postmaster	Legal Notices	\$955.55	*Issued 12/18/24
25987	01/09/25	Barr Engineering	Engineering Expense	14,947.16	2024
25988	01/09/25	Comcast	Telecommunications	319.89	
25989	01/09/25	Critical Connections Ecolog.Serv., Inc.	Professional Services	6,611.15	2024
25990	01/09/25	Environmental Systems Research Inst.	Professional Services	5,300.00	
25991	01/09/25	Mike Hoffman	Contracted Services	1,400.00	2024
25992	01/09/25	Instrumental Research, Inc.	Lab Expense	1,118.00	2024
25993	01/09/25	Christel Johnson	Cost Share-Construction	3,692.88	2024
25994	01/09/25	Metropolitan Council	Contracted Services	5,320.00	2024
25995	01/09/25	Plaudit Design	Professional Services	687.00	
25996	01/09/25	Print Central	Legal Notices	458.60	2024
25997	01/09/25	Recycle Technologies, Inc.	Contracted Services	912.66	2024
Payroll	01/15/25	Jan 15th Payroll (estimate)	Jan 15th Payroll (estimate)	39,431.32	
EFT	12/31/24	Card Services-Elan	December/January Credit Card	9,837.47	2024
EFT	01/01/25	Card Services-Elan	December/January Credit Card	142.00	
EFT	01/01/25	Delta Dental of Minnesota	Employee Benefits	971.88	
EFT	12/26/24	Wex Bank	Vehicle Fuel	255.09	2024
EFT	01/09/25	Xcel Energy	Telecommunications	12.68	
EFT	01/09/25	Xcel Energy	Telecommunications	13.73	
EFT	12/23/24	US Bank Equipment Finance	Equipment Lease	964.40	2024
EFT	01/15/25	Internal Revenue Service	1/15 Federal Withholding (estimate)	13,123.92	
EFT	01/15/25	Minnesota Revenue	1/15 State Withholding (estimate)	2,305.00	
EFT	01/15/25	Empower Retirement	1/15 Deferred Compensation	895.00	
EFT	01/15/25	Empower Retirement	1/15 Roth IRA	305.00	
EFT	01/15/25	Health Equity	1/15 HSA	453.83	
EFT	01/15/25	PERA	1/15 PERA (estimate)	7,793.51	
<b>Total</b>				<b><u>\$118,227.72</u></b>	

## **ITEMS FOR DISCUSSION AND INFORMATION**

1. District Engineer Updates and Timeline



**District Engineer - Monthly Project Report December 2024  
Rice Creek Watershed District**



Date Prepared:  
Prepared by:

31-Dec-24  
C. Grandbois

Project Name	Task Order Manager	Estimated Budget	Cost to Date	Remaining Budget	Project Complete / Transfer Funds?	Estimated Progress Based on Work Completed	Percentage of Budget Utilized	Within Budget? (Y/N)	District Billed for Exceedence of Budget? (Y/N)	Initial Target Completion Date	Items of Interest / Concern
RCD 1 Records Reestablishment	Adam Nies	\$27,500	\$27,162	\$338	N	98.0%	98.8%	Y	N/A	31-Dec-23	A public hearing will be held on January 22, 2025 to review and consider the public drainage system record.
ACD 53-62 Branches 5 & 6 Repair Report	Adam Nies	\$82,200	\$80,413	\$1,787	N	95.0%	97.8%	Y	N/A	30-Apr-24	A wetland delineation has been completed. A draft report is nearly completed
RCD 4 Final Plans/Specs, Bidding and Construction Management	Adam Nies	\$68,000	\$59,959	\$8,041	N	95.0%	88.2%	Y	N/A	31-Dec-24	The contractor has completed major work items. Project will be closed out in spring once vegetation establishment has been confirmed. RCWD has awarded work for a 2nd phase to stabilize selected bank areas.
GIS and Ditch Records Maintenance; DrainageDB Annual Subscription	Brian Fischer	\$16,000	\$11,927	\$4,073	Y	100.0%	74.5%	Y	N/A	31-Dec-24	Drainage records are being added to DrainageDB on a quarterly basis.
MS4Front Annual Subscription and Implementation Services	Brian Fischer	\$16,000	\$3,738	\$12,262	Y	100.0%	23.4%	Y	N/A	31-Dec-24	We continued to make updates on an as-requested basis.
RCWD Rule Revision Assistance	Adam Nies	\$36,000	\$20,622	\$15,378	Y	100.0%	57.3%	Y	N/A	31-Dec-24	RCWD and HEI staff have completed meetins with each of the Level 2 cities.
Enhanced Street Sweeping Initiative	Rachel Olm	\$29,000	\$22,559	\$6,441	N	75.0%	77.8%	Y	N/A	31-Dec-24	Prioritization of analysis has been completed. HEI is currently summarizing results into a report
2024 District Wide Modeling Program Annual Updates	Bret Zimmerman	\$30,900	\$12,063	\$18,838	N	40.0%	39.0%	Y	N/A	1-Nov-24	We have begun making model revisions based on updated data and changes to conveyance system in 2024
2025 Stormwater Management Grant Program Application Review	Chris Otterness	\$9,000	\$798	\$8,202	N	10.0%	8.9%	Y	N/A	29-Jan-25	District staff and the District Engineer have been completing preapplication meetings with potential applicants.

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

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

**District Engineer  
Monthly Progress Report (Actual & Estimated Progress)  
Through December 2024**

