



FEBRUARY						
S	M	T	W	T	F	S
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	

MARCH						
S	M	T	W	T	F	S
2	3	4	5	6	7	8
9	10	11	12	13	14	15
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23	24	25	26	27	28	29
30	31					

# RCWD BOARD OF MANAGERS WORKSHOP

**Monday, February 10, 2025, 9:00 a.m.**

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

**or via Zoom Meeting:**

<https://us06web.zoom.us/j/88924288242?pwd=43a9kvB0nSLnCZPsAjNhs850EWfp2r.1>

**Meeting ID: 889 2428 8242**

**Passcode: 438453**

**+1 312 626 6799 US (Chicago)**

**Meeting ID: 889 2428 8242**

**Passcode: 438453**

## Agenda

### ITEMS FOR DISCUSSION (times are estimates only)

9:00 CAC Member Appointment for Vacant Positions (Kendra Sommerfeld)

10:00 Ramsey County Ditch #1 Records Correction Public Hearing Update (Tom Schmidt)

Administrator Updates (If Any)

**9:00 CAC Member Appointment for Vacant Positions**

# MEMORANDUM

## Rice Creek Watershed District



**Date:** February 2, 2025  
**To:** RCWD Board of Managers  
**From:** Kendra Sommerfeld, Communications & Outreach Manager  
**Subject:** CAC Member Appointment for Vacant Positions

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### **Introduction**

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

### **Background**

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

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

There are 2 vacant spots on the CAC in 2025, 1 in Anoka County and 1 in Washington County. Staff received an application from an Anoka County resident. Washington County CD brought forth a representative, their new Board Supervisor, Matt Lindholm.

### **Applicant Anoka County: Kate Asleson’s Profile**

- Relevant Experience: Background in environmental science aids effective watershed management advice.
- Community Engagement: Involvement in local groups demonstrates a commitment to sustainable practices.
- Strong Communication Skills: Effective communication ensures community concerns are conveyed to the RCWD.
- Passion for Conservation: Genuine interest in environmental issues motivates active contribution to the CAC.

### **Washington County CD Board Rep: Matt Lindholm’s Profile**

- Background in cartography, environmental consulting, and city planning/code enforcement.
- Five years enforcing city codes affecting soil, water, and communities—balancing environmental protection and property rights.
- Prioritizes and cares about erosion/stormwater management practices at WCD and within watersheds.

### **Staff Recommendation**

Staff recommend Kate Asleson from Anoka County and Matt Lindholm from Washington County be appointed to the CAC to serve in 2025.

### **Request for Board Consensus**



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

Staff request Board consensus on appointing Kate Asleson and Matt Lindholm to CAC at the following Board meeting.

**Attachments**

- Kate Asleson's CAC Application

# Citizen Advisory Committee Application



## General Information

Please provide your personal information

FIRST NAME	LAST NAME	M.I.
<input type="text" value="kate"/>	<input type="text" value="asleson"/>	<input type="text"/>
ADDRESS	CITY	STATE
<input type="text"/>		
ZIP CODE	COUNTY	EMAIL ADDRESS
<input type="text"/>		
PRIMARY PHONE NUMBER	IS IT A CELL PHONE <input type="checkbox"/>	SECONDARY PHONE NUMBER
<input type="text"/>		<input type="text"/>
ARE YOU A RCWD RESIDENT		
<input checked="" type="checkbox"/> YES, HOW LONG <input type="text" value="10"/> <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.)

Bachelors degree in marketing, peace corps volunteer business advisor in Tonga/South Pacific, currently work as a global marketing director for Inogen Alliance / Antea Group, consulting services in environment, health & safety and sustainability for multinational organizations - specific services in water stewardship and management.

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

Peace Corps, Habitat for Humanity, ANA marketing, AWS (alliance for water stewardship),

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

I am interested in contributing to water conservation and management efforts locally, literally in my backyard living on Golden Lake in the watershed. I contribute to global strategies and efforts related to water stewardship, working with teams from all over the globe and could bring a unique perspective from my work in accelerating a more sustainable future. I am also passionate about environmental and sustainability topics, from my time living on a small pacific island boiling rainwater to drink. I want to be an example to my kids in contributing to community efforts, and I want to ensure our watershed and lakes are sustainable for the future of our kids and the next generations.

**Other comments**

I do travel some for work, but will do the best I can to attend meetings - but my work is also related, I will be attending one of the largest global water stewardship events in June.

SIGNATURE

kate asleson

DATE

01-29-2025

**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)

**10:00 Ramsey County Ditch #1 Records Correction Public Hearing Update**

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



**Date:** February 4, 2025  
**To:** RCWD Board of Managers  
**From:** Tom Schmidt, Public Drainage & Facilities Manager  
**Subject:** RCD #1 Records Correction Public Hearing Update

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**Introduction**

Informational item on Ramsey County Ditch #1 (RCD#1) Records Correction, As Constructed and Subsequently Improved Condition (ACSIC), public hearing and seeking Board input, further direction.

**Background**

On Wednesday, January 22, 2025, the Board held a public hearing on RCD#1; at the hearing, the Board took testimony from the public, and staff read into the record a letter from the DNR expressing concerns, not about the ACSIC determination, but rather about potential future public water impacts if the drainage system was ever repaired to the recommended ACSIC. Upon hearing testimony from the public and considering the letter from the DNR, the Board continued the public hearing to a future to be determined date.

The Board directed the District Engineer to examine the hydrological effects of lowering the culvert on County Road I by 1.5 feet to the proposed ASCIC and to further engage with the DNR on their submitted letter. Further, staff were directed to bring this matter to a future Board workshop to inform and discuss the comments and deliberation at the public hearing.

The engineer will present an abbreviated version of the presentation given at the public hearing, and staff and consultants will lead the board through a discussion on the comments shared during public testimony at the hearing. The testimony relates to the decision on the records correction for the drainage system and the District's potential courses of action. The Board may consider directing the engineer to prepare a detailed condition or repair report of the drainage system that may be used as a basis for future management of the drainage system and as an informative basis as the Board moves to an order on records correction.

**Staff Recommendation**

This Item is informational and for discussion.

**Attachment**

RCD#1 public Hearing presentation



# Historic Review Ramsey County Ditch 1



January 22, 2025 Public Hearing  
Rice Creek Watershed District

# Presentation Purpose



DEFINE AND DESCRIBE  
THE ACSIC AND LEGAL  
STANDARD FOR HEARING

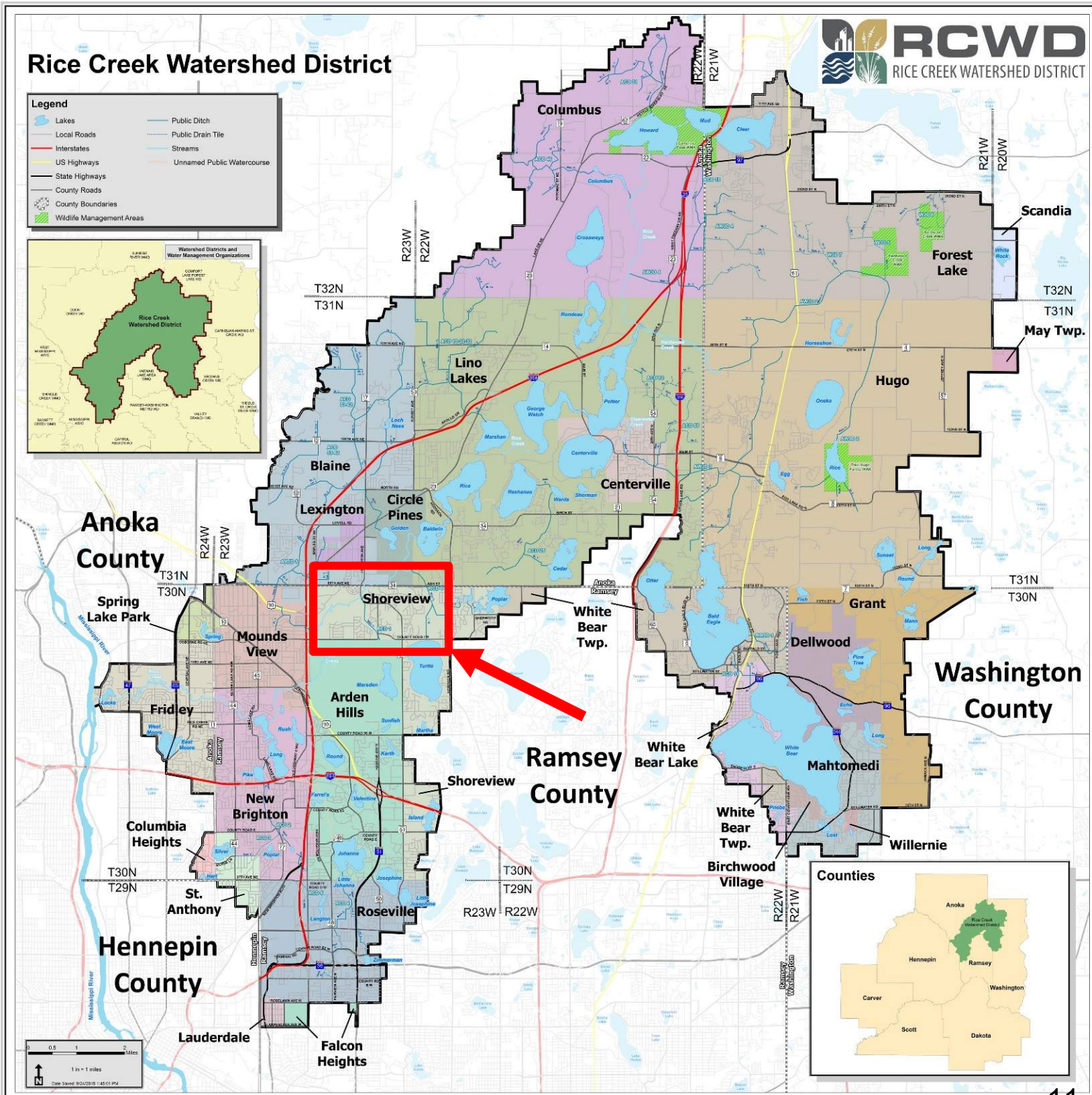


DESCRIBE PROCESS FOR  
DETERMINING THE ACSIC

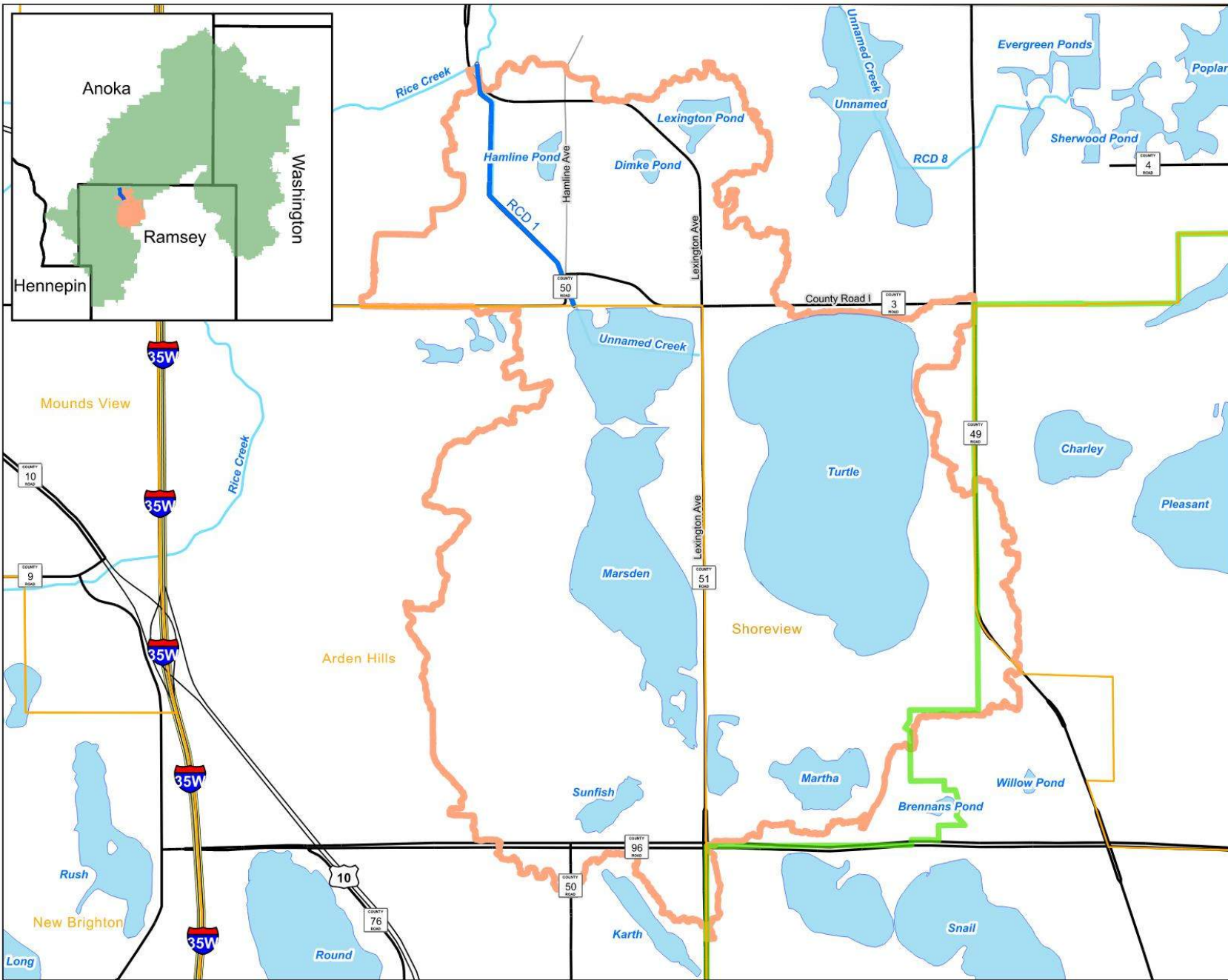


DISCUSS RELEVANT  
PUBLIC INFORMATION

# RCD 1 Location



# RCD 1 is a “Public Drainage System” generally flows south to north from Marsden wetland lake outlet to Rice Creek.



## Rice Creek Watershed District Ramsey County Ditch 1

- RCD1 Current Alignment
- RCD1 Watershed
- RCWD Boundary
- County Boundary
- City Boundary



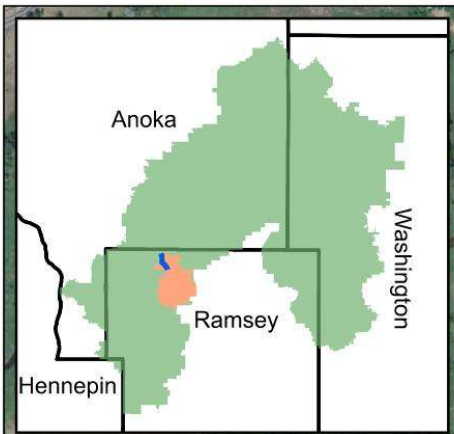
0 1,000 2,000 4,000 Feet

**Figure 1: Hydrologic Boundary RCD 1**

Scale: AS SHOWN	Drawn by: KRB	Checked by: ANN	Project No.: 5555-345	Date: 12/15/2023	Sheet:
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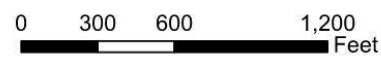
**HOUSTON**  
engineering, inc.

# RCD 1 Situated between County Road 3 and Lexington Ave.



## Rice Creek Watershed District Ramsey County Ditch 1

- RCD1 Current Alignment
- RCD1 Watershed
- RCWD Boundary
- County Boundary
- City Boundary



**RCD 1 Overview**

Scale: AS SHOWN	Drawn by: KRB	Checked by: ANN	Project No.: 5555-345	Date: 4/19/2024	Sheet:
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**HOUSTON**  
engineering, inc.

# Legal Standard for Hearing

- If, after investigation of drainage system records, the drainage authority finds that the records are lost, destroyed, or otherwise incomplete, it may, by order, reestablish records.
- The reestablished records may define the alignment; cross-section; profile; hydraulic structure locations, materials, dimensions, and elevations; or right-of-way of the drainage system as originally constructed or subsequently improved.

Review changes to RCD 1 since establishment. Establish historical record based on greatest weight of evidence.

Describe current system: Alignment and Profile

RCD 1 is not scheduled for a full system repair, however maintenance may be needed

Determine the “As Construction and Subsequently Improved Condition” (ACSIC)

## Historical Review Purpose

# Original Plan View and Auditor / Inspection Reports



66

**ASSESSMENT FOR CONSTRUCTION**

Lien Recorded in Book 70 of Miscellaneous Page 98 Interest at the rate of 10%

NAME OF OWNER	DESCRIPTION OF PROPERTY	Lot No. or Ser.	Town or Range	Amount of Assessment	Installment for Year	Date	Dist. Co.	Def. Co.	D.
1 John Bloomquist	1/2 of land described as follows, commencing at a point on N line of Sec. 11, 200 ft. E. from the N.W. corner thereof, thence S 15° or E to N shore of Turtle Lake, thence W along said shore to a point which bears S 15° or E from point of beginning, thence to beginning, Part of Sec. 11, 11 30.23 95 95								
12 Dora M. Burt	1/2 of land described as follows, commencing at a point on N line of Sec. 11, 200 ft. E. from the N.W. corner thereof, thence S 15° or E to north shore of Turtle Lake, thence W along said shore to a point which bears S 15° or E from point of beginning, thence to beginning, Part of Sec. 11, 11 30.23 95 95								
21 Mary E. Cunningham	that part of Gov. Lot 4 lying East of a line described as follows: Beginning at a point on N line of Sec. 11, 200 ft. E. from the N.W. corner thereof, thence S 15° or E to N shore of Turtle Lake. 11 30.23 96 96								

W-145

DESIGNATION OF DITCH Ramsay County Ditch No. 1

Kindly furnish information on items checked below.

Was ditch established? (Yes or No) Yes  
Date 1901

Was ditch actually constructed? (Yes or No) Yes  
Date 1901 Cost \$75.51

There are no plans on file in this office showing the location of this ditch. If extra prints showing the layout of the ditch are available, please attach.

If a print of the layout is not available, are tracings showing the ditch's location on file in your office or elsewhere, from which prints could be made? (Yes or No) XXXXXX

If not, please describe its course or include a sketch showing its location in relation to section, township and range lines.

Sketch of the location of ditch is enclosed.  
The Marsden Lake Ditch is the same as Ditch No. 1.

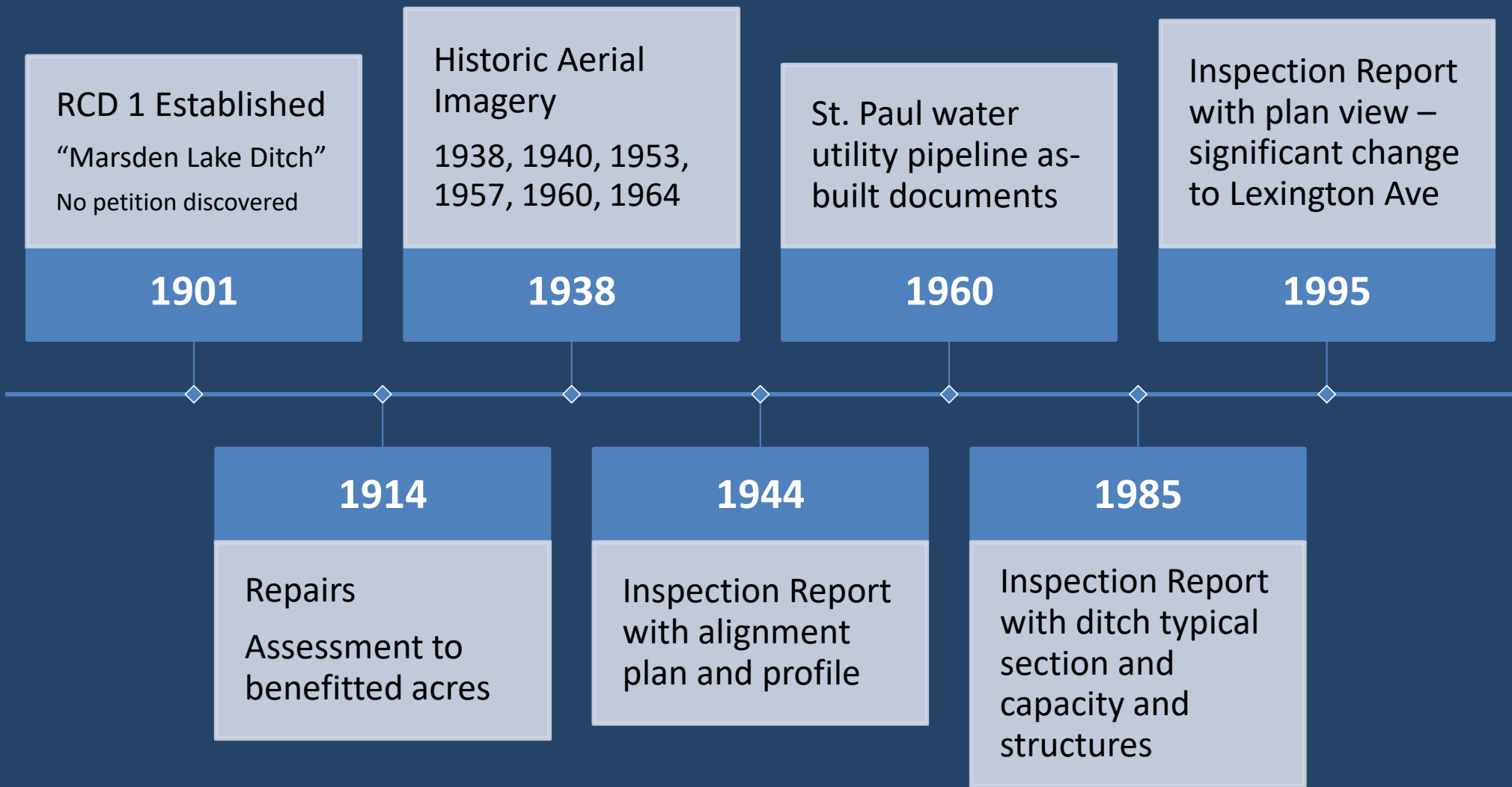
EUGENE A. MUNICK, County Auditor,  
(Signed) E. A. Munick  
County Auditor

Date April 11, 1953.

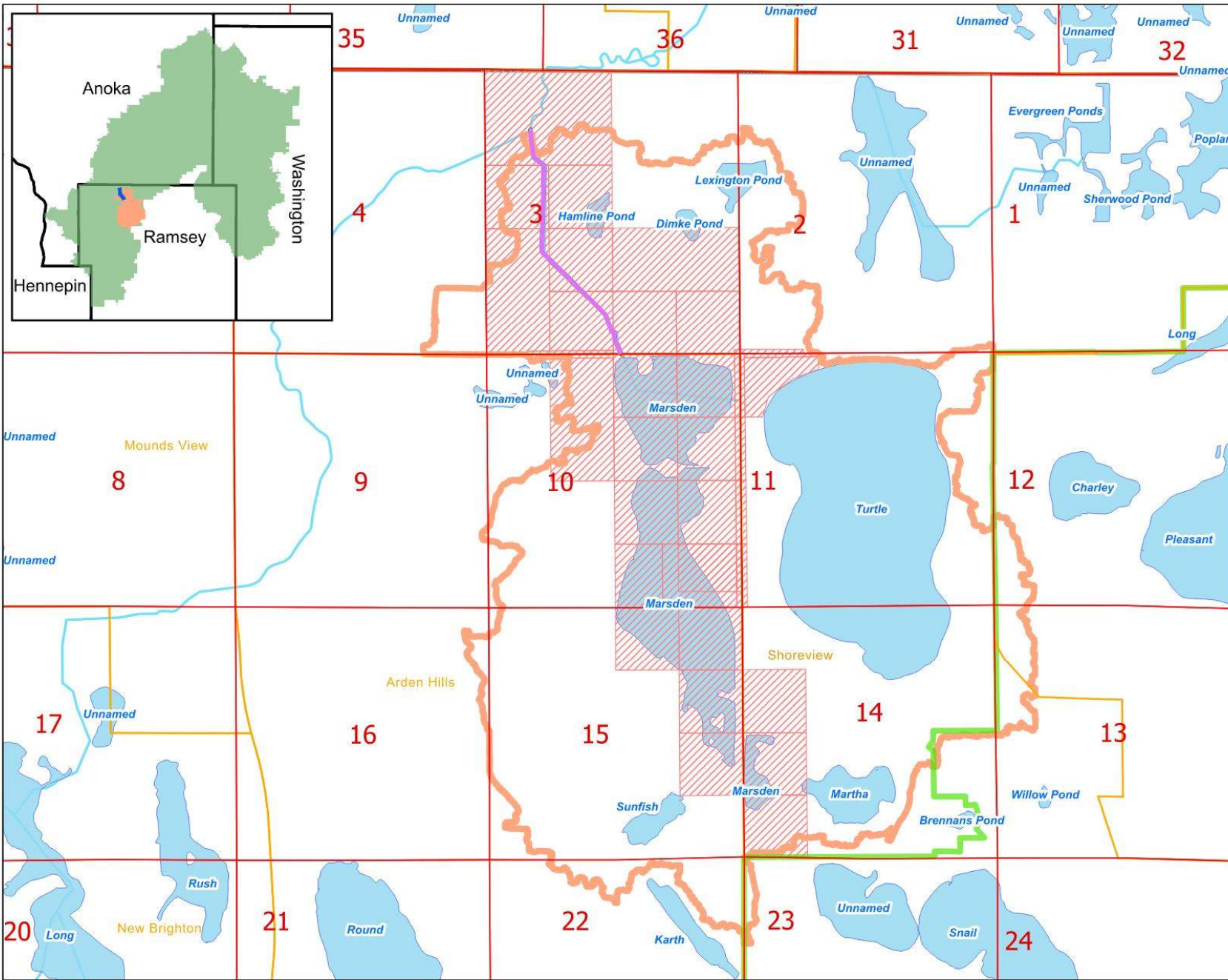
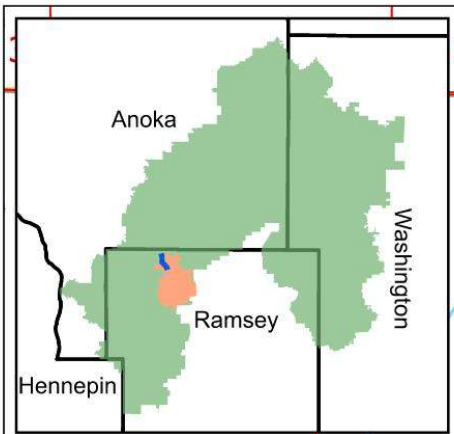
RECEIVED  
APR 13 1953  
DIVISION OF WATERS



# RCD 1 History



# Benefitted Area



## Rice Creek Watershed District Ramsey County Ditch 1

- RCD1 Current Alignment
  - RCD1 Watershed
  - RCWD Boundary
  - County Boundary
  - City Boundary
  - Section Line
  - RCD 1 Benefiting Lands\*
- \*As defined in the 1914 Assessment for Repair



Figure 3: RCD 1 Benefiting Lands

Scale: AS SHOWN	Drawn by: KRB	Checked by: ANN	Project No.: 5555-345	Date: 12/14/2023	Sheet:
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# Historic Aerial Imagery (1938)



Rice Creek  
Watershed District  
Ramsey County  
Ditch 1

Yellow Highlights  
Added to Show RCD 1  
Alignment



Figure 4: Historic Aerial 1938

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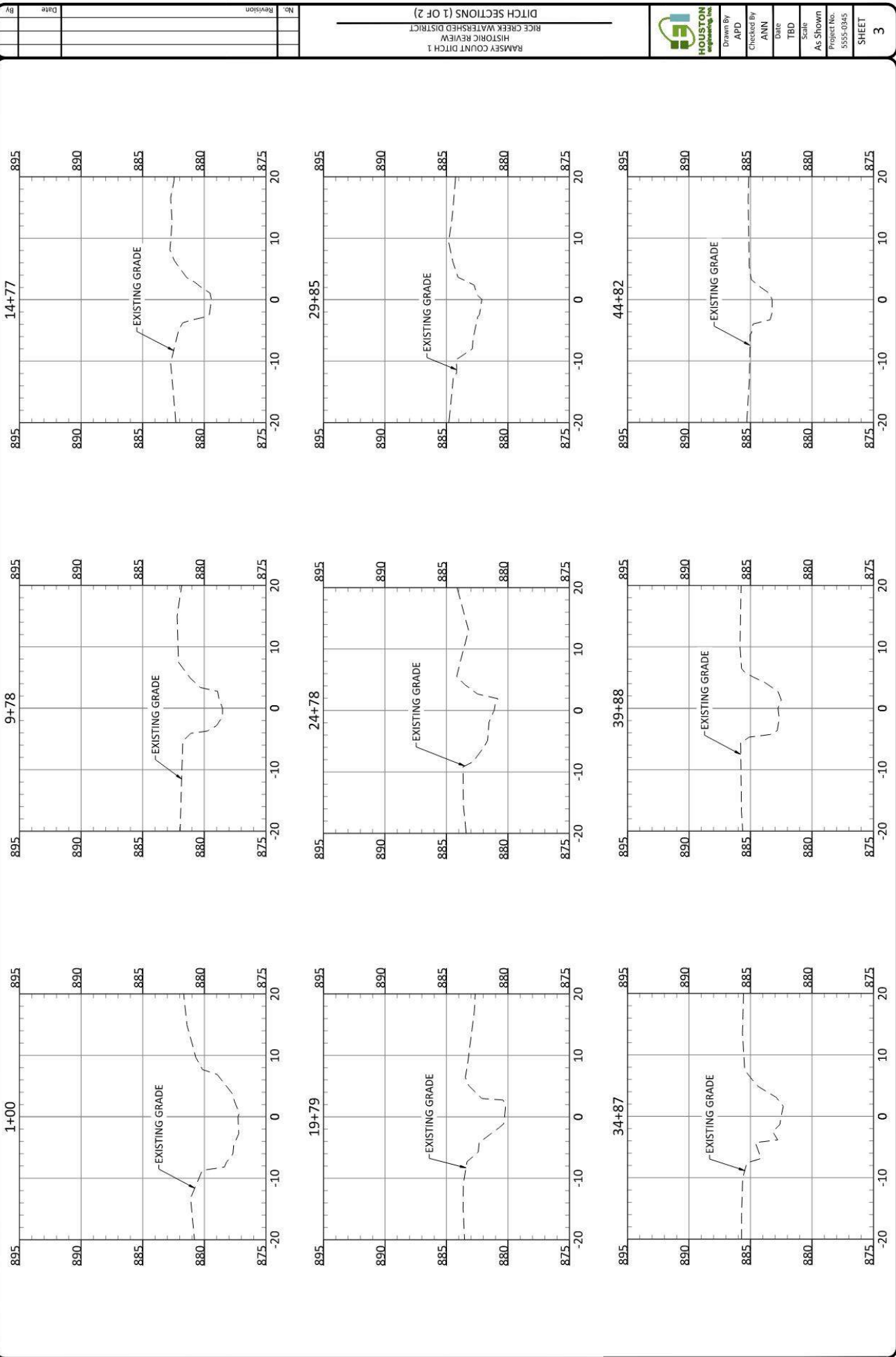
**HOUSTON**  
engineering, inc.







# Ditch Cross Sections



No.	Revision	Date	By

RAMSEY COUNT DITCH 1  
 HISTORIC REVENUE  
 RICE CREEK WATERSHED DISTRICT  
 DITCH SECTIONS (1 OF 2)

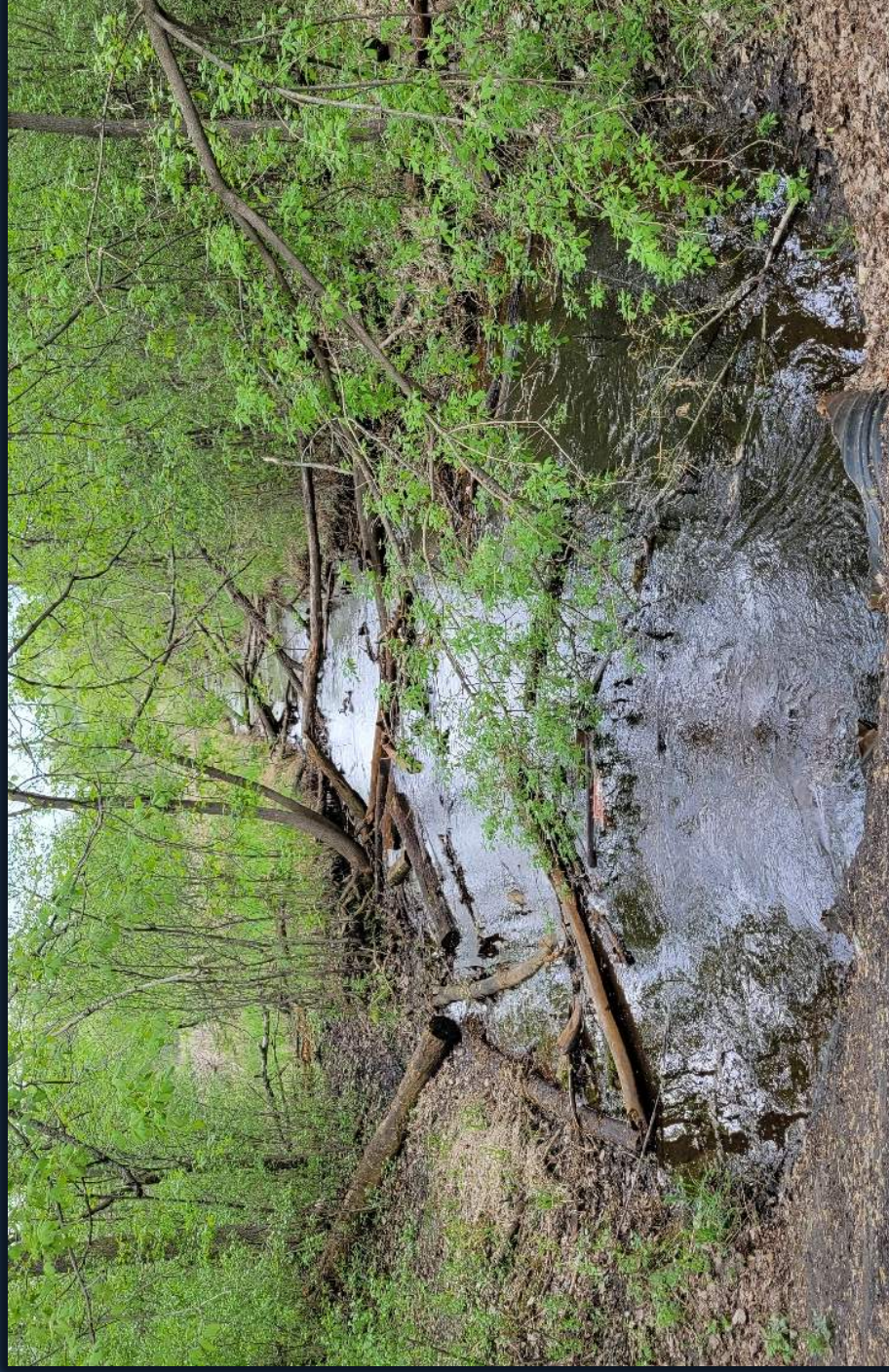
**HOUSTON**  
 Engineering Inc.

Drawn By: APD  
 Checked By: ANN  
 Date: TBD  
 Scale: As Shown  
 Project No.: 5555-0345

SHEET 3

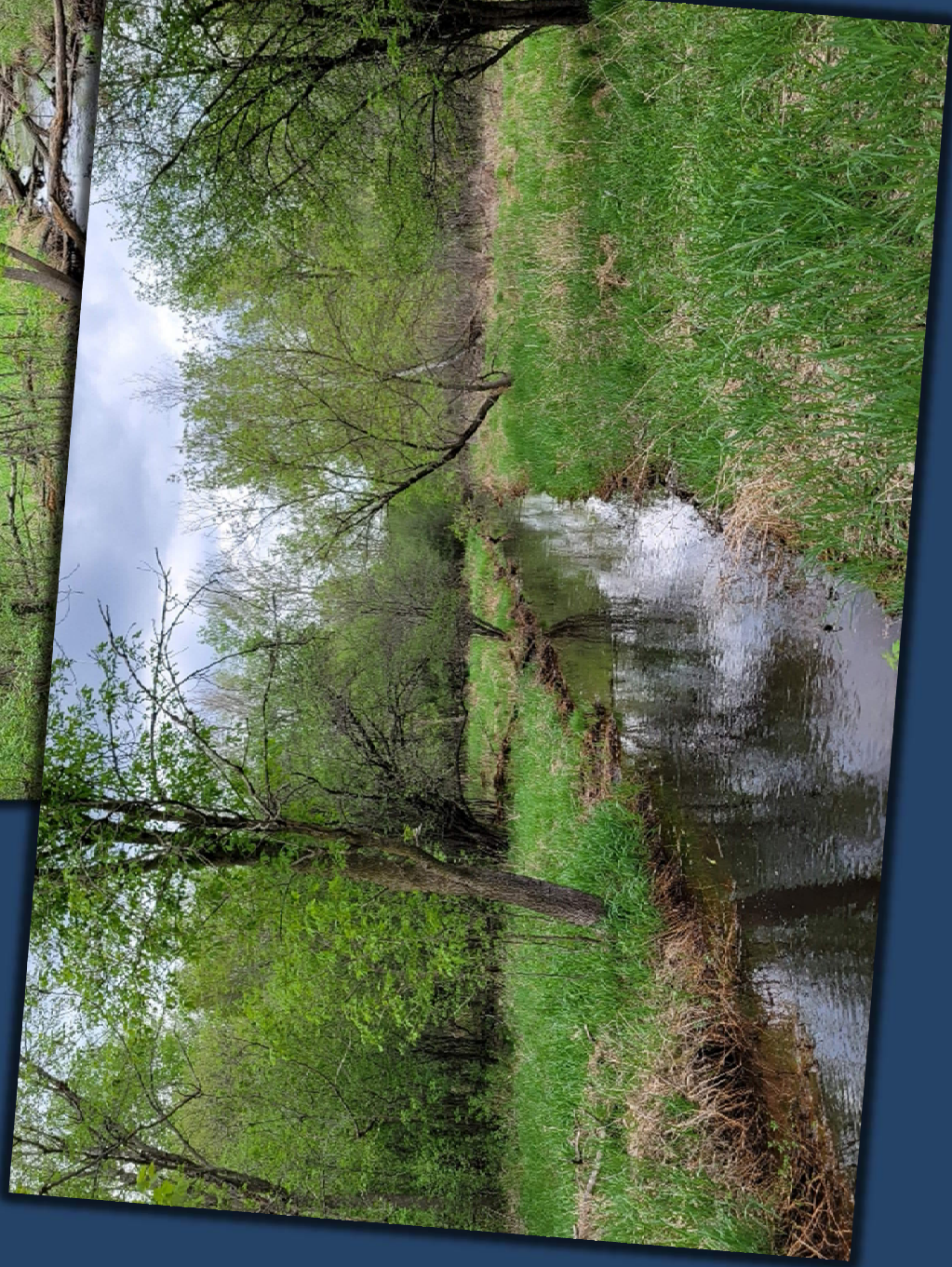
H:\RAMSEY\5555\5555\_0345\_RCD 1 Metric Review\CAD\Plan\5555\_0345\_Existing Topo.dwg 11/17/2015 10:16 AM (ndargm)

# Current Conditions





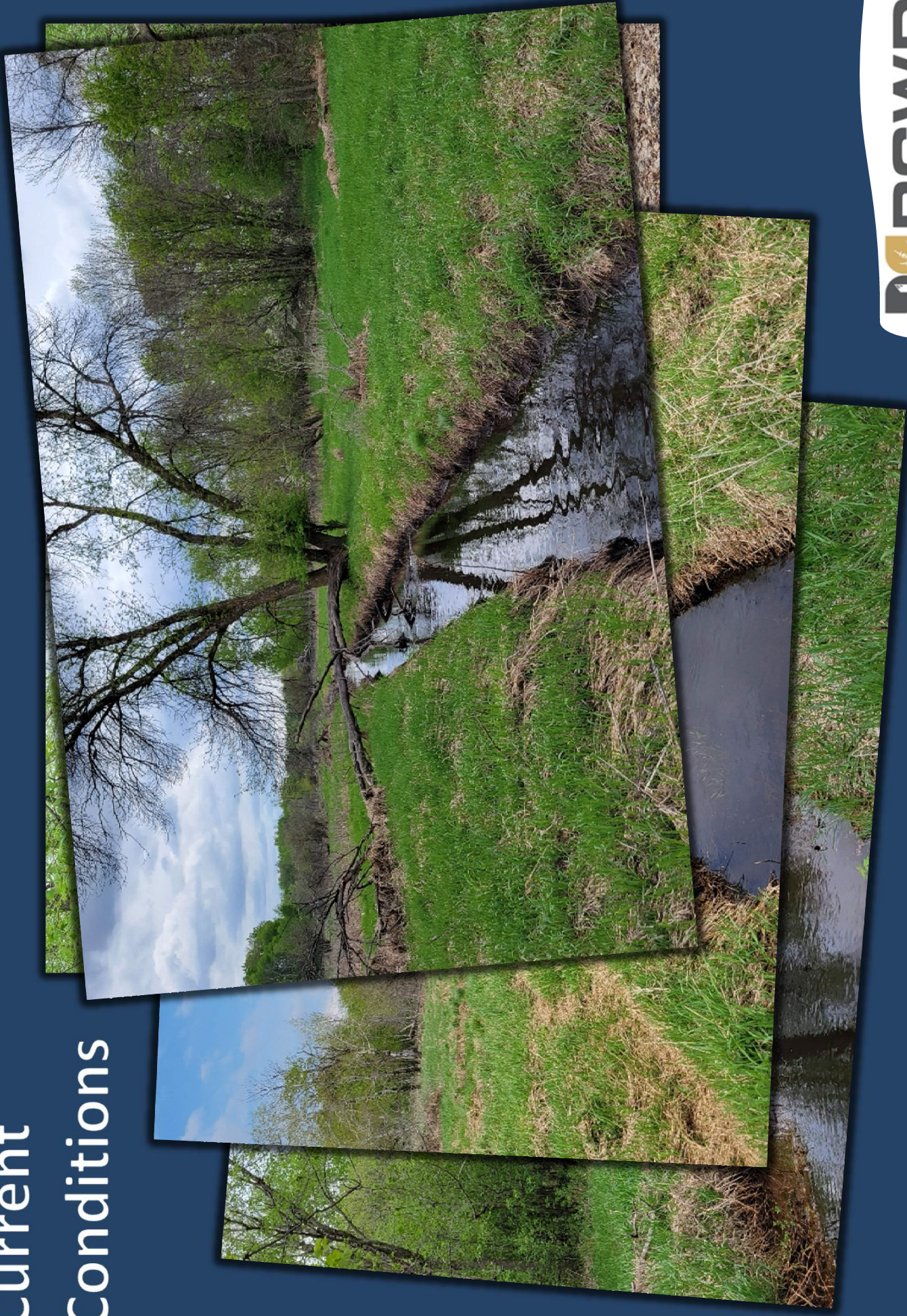
# Current Conditions



# Current Conditions



# Current Conditions



No Additional  
Information  
Received  
Following  
Public Info  
Meeting

Findings and  
Order  
Reestablishing  
Public Drainage  
System Record

Future  
Landowner  
Engagement  
Prior to Repairs

Continue  
Routine  
Inspection /  
Maintenance

## What's Next?