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RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, August 28, 2024, 9:00 a.m.

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

or via Zoom Meeting:

<https://us06web.zoom.us/j/81183732266?pwd=uB2KRW7bREb7mcea0GLq8S6mo4ta2M.1>

Meeting ID: 811 8373 2266

Passcode: 858452

+1 312 626 6799 US (Chicago)

Meeting ID: 811 8373 2266

Passcode: 858452

Agenda

CALL TO ORDER

ROLL CALL

SETTING OF THE AGENDA

APPROVAL OF BOARD MINUTES: AUGUST 12, 2024, WORKSHOP; AUGUST 14, 2024, REGULAR MEETING

PERMIT APPLICATIONS REQUIRING BOARD ACTION

No.	Applicant	Location	Plan Type	Recommendation
25-051	Trust Agreement of Eric and Susan Swenson	Forest Lake	Floodplain Alteration	VARIANCE REQUEST CAPROC 2 items

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. Houston Engineering Task Order 2024-007 – 2024 District Wide Modeling Program Annual Updates (Patrick Hughes)
2. Check Register Dated August 28, 2024, in the Amount of \$230,049.47 and August Interim Financial Statements Prepared by Redpath and Company

ITEMS FOR DISCUSSION AND INFORMATION

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

**APPROVAL OF BOARD MINUTES: AUGUST 12, 2024,
WORKSHOP; AUGUST 14, 2024, REGULAR MEETING**

Draft

RCWD BOARD OF MANAGERS WORKSHOP

Monday, August 12, 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, Jess Robertson, Marcie Weinandt, Steve
3 Wagamon

4 Absent:

5 Staff: Drainage & Facilities Manager Tom Schmidt, Technical Field Assistant Abel Green, Technical Field
6 Assistant Connor Price, Program Support Technician Emmet Hurley (video-conference), Lake and
7 Stream Manager Matt Kocian, Office Manager Theresa Stasica

8 Consultants: District Engineers Chris Otterness and Adam Nies-Houston Engineering, Inc.,

9 Visitors by video-conference: Mark Statz-City of Centerville Administrator

10 Administrator Tomczik requested an addition to the agenda-Perry Wagamon's 8/11/2024 email. The Board
11 by consensus accepted the agenda addition.

12

13 **Perry Wagamon's 8/11/2024 email**

14 Administrator Tomczik distributed a copy of the email to Board members. The Board discussed Mr.
15 Wagamon's communication. Staff informed the Board of recent and on-going maintenance of ACD 10-22-
16 32 which includes ditch and culvert maintenance along with addressing beaver activity. Staff continues to
17 be in contact with Mr. Wagamon. Regarding the Board's action to further investigate alternative 4, the
18 District recently received a response from the Department of Natural Resources. Alternative 4 along with
19 DNR's response and other regulatory matters will be on the Board's September 9, 2024, workshop. Staff
20 will inform Mr. Wagamon and the City of Columbus of this agenda item.

21

22 **Anoka Washington Judicial Ditch #3/Clearwater Creek Stabilization Feasibility Study**

23 Staff and District Engineers reviewed the draft technical memo provided in the agenda packet and gave a
24 presentation on the draft study. The location of the Clearwater Creek/AWJD3 study is downstream of I-35E.
25 The stabilization proposed within the study will increase the stability of JD 3 and reduce long term
26 maintenance cost of the ditch. It will also reduce risk of damage to adjoining property and reduce
27 downstream sediment and nutrient delivery. The District Engineer recommended the combination of
28 alternatives: re-meander, ditch repair/vegetation management, and two-stage ditch. The Board discussed
29 the alternatives presented. They would like the final report to include additional dialogue regarding
30 required potential easement.

31

32

33 **Administrator Updates**

- 34 • Release RFP to RCWD's engineering professional services pool for the Highway 61/Ponds Project
- 35 funded through Watershed Based Funding Initiative Grant
- 36 • Mn Watersheds Annual conference lodging
- 37 • Potential 2025 budget increase to fund EMWREP program
- 38 • Estimated fund balance and 2025 budget fund transfers
- 39 • City of Centerville received FEMA letter amending map.

40

41 The workshop was adjourned at 11:02 a.m.

DRAFT

1
2 For Consideration of Approval at the August 28, 2024 Board Meeting.
3 Use these minutes only for reference until that time.
4

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, August 14, 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

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

ROLL CALL

9
10 Present: President Michael Bradley, 1st Vice-Pres. John Waller, 2nd Vice-Pres. Steve Wagamon,
11 Treasurer Marcie Weinandt, and Secretary Jess Robertson
12

13 Absent: None
14

15 Staff Present: District Administrator Nick Tomczik, Regulatory Manager Patrick Hughes, Program Support
16 Technician Emmet Hurley (video-conference), Outreach and Grant Technician Molly
17 Nelson, Project Manager David Petry, and Office Manager Theresa Stasica
18

19 Consultants: District Engineer Chris Otterness from Houston Engineering, Inc. (HEI); District Attorney
20 Louis Smith (video-conference) from Smith Partners; and Nick Neylon-Ramsey County Soil
21 & Water Division
22

23 Visitors: Janelle Calhoun, Eric Swenson (video-conference)
24

SETTING OF THE AGENDA

25 *Motion by Manager Weinandt, seconded by Manager Wagamon, to approve the agenda as presented.*
26 *Motion carried 5-0.*
27
28

READING OF THE MINUTES AND THEIR APPROVAL

29 *Minutes of the July 24, 2024, Board of Managers Regular Meeting. Motion by Manager Robertson,*
30 *seconded by Manager Weinandt, to approve the minutes as presented.*
31
32

33 President Bradley pointed out a typographical error on page 8, line 112. ...and not attached to a habitable
34 habituated structure'.
35

36 **Motion by Manager Robertson, seconded by Manager Weinandt, to approve the minutes as amended.**

37

38 **Motion carried 5-0.**

39

40 **CONSENT AGENDA**

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

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

No.	Applicant	Location	Plan Type	Recommendation
24-045	Elmcrest Vistas, LLC	Forest Lake	Final Site Drainage Plan Land Development Wetland Alteration	CAPROC 8 items

48 **It was moved by Manager Wagamon and seconded by Manager Waller, to approve the consent agenda**
 49 **as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and**
 50 **Recommendations, dated August 6, 2024. Motion carried 5-0.**

51 **WATER QUALITY GRANT PROGRAM COST SHARE APPLICATION (MOLLY NELSON)**

No.	Applicant	Location	Project Type	Eligible Cost	Pollutant Reduction	Funding Recommendation
R24-08	Chip Ahn & Travis Visser	White Bear Lake	Concurrent Shoreline Stabilization & Restoration	Ahn: \$10,254.00 Visser: \$8,711.00	Volume: 28.2% TSS: 99.8% TP: 86%	Ahn: 50% cost share of \$5,127 not to exceed 50%; or \$7,500 whichever cost is lower Visser: 50% cost share of \$4,355.50 not to exceed 50%; or \$7,500 whichever cost is lower
R24-09	Timber Hills Beach Association	White Bear Lake	Rain garden	\$1,633.75	Volume: 46% TSS: 46% TP: 46%	50% cost share of \$816.88 not to exceed 50%; or \$7,500 whichever cost is lower
R24-10	Silverthorn Estates	Shoreview	Wetland Edge Stabilization	\$1,882.15	Volume: 98% TSS: 98% TP: 98%	50% cost share of \$941.08 not to exceed 50%; or

						\$7,500 whichever cost is lower
W24-01	Christel Johnson	Forest Lake	Prairie Restoration	\$7,385.77	Volume: 81.8% TSS: 81.77% TP: 81.8%	50% cost share of \$3,692.88 not to exceed 50%; or \$7,500 whichever cost is lower
W24-02	Forest Lake Area High School/ Minnesota Water Stewards	Forest Lake	Infiltration Basin Restoration and Prairie Conversion	\$27,585.59	Volume: 5 in/yr reduction TSS: 81 lbs/yr reduction TP: 0.5 lbs/yr	75% cost share of \$7,500 not to exceed 75%; or \$7,500 whichever cost is lower

52

53 President Bradley stated that sometimes when there has been a significant project that does multiple
54 things, the District has given more than 25% and asked if there was anything available in the budget so they
55 could go up to 50% for the Forest Lake project.

56 Outreach and Grant Technician Molly Nelson noted that this grant was \$7,500 which was 75% through the
57 Water Quality Grant and noted that she does have reserved funds within that budget for water steward
58 collaboration work of about \$15,000. She explained that some of that money would go towards technical
59 services for designing and coordinating the project and if there are any extra costs related to the project,
60 they could consider them. She stated that this will be considered a capstone project for the Water
61 Steward Program so there were also some funds available through Communications and Outreach.

62 President Bradley stated that it sounds like the District is giving them more money than what has been
63 identified through this grant.

64 Outreach and Grant Technician Nelson stated that was correct and clarified that there would be \$6,000 for
65 the Water Steward capstone project component.

66 Manager Weinandt stated that she believed that in the budget information they saw at the workshop there
67 was a line item referencing Forest Lake High School.

68 District Administrator Tomczik confirmed that was correct for 2025.

69 Manager Weinandt asked about the Johnson Cost Share application and noted that it referenced the RCWD
70 Rural Groundwater and Surface Water SWA and asked if the District was now looking at groundwater.

71 Outreach and Grant Technician Nelson explained that SWA = Sub-Watershed Assessment. This
72 assessment was completed by Washington Conservation District. This project was listed as a potential
73 project within the assessment.

74 Manager Wagamon asked if there were fees on the other grants that were not shown and noted that he
75 was not aware that there were other expenditures above and beyond what the Board had been seeing.

76 Outreach and Grant Technician Nelson stated that what was mentioned earlier was specific to the Forest
77 Lake project since it is a collaboration with the Water Steward Program.

78 Manager Waller stated that he was an Advisory Committee Board member and at the meeting, regarding
79 the prairie restoration in Forest Lake, one of the members of the committee commented about the
80 installation of fiber optic cable which was familiar to him because he saw such work in Hugo. He noted
81 that he did not remember seeing a permit from them and was bringing it up was because when they put
82 fiber optic cable through the drainage ditch on 61, it turned out to be high conflicting with the ditch and
83 also when they put it down 190th Street, they broke all the tiles for ditches 5 and 7. He stated that there
84 was some discussion about how the project at the high school was scored and felt that the scoring card
85 wasn't complete enough because this is such a public location and very visible, it should be given credit for
86 that. He stated that this is a project that is part of many projects and suggested that if, in the future, they
87 were going to have a lot of projects that are bundled together that they try to see what it will look like and
88 see if there is grant money available for the bundle of projects. He stated that a question was raised about
89 where the water, after it was treated, would go and he assumed it would go north under 97 and out and
90 around. He noted that all of these applications had passed unanimously, but there was one member who
91 had abstained from voting on the Forest Lake High School project.

92 Manager Robertson stated that for the Forest Lake High School project, the total cost is \$27,585 and asked
93 what the total amount of contribution the District would be making to that total cost outside of the grant
94 funds. She asked Manager Wagamon if that was the information that he was trying to ask about.

95 Manager Wagamon clarified that he was wondering if that was the case with all the applications.

96 Outreach and Grant Technician Nelson stated that the District's total contribution would be the \$7,500
97 grant along with \$6,000 through the Minnesota Water Stewards Capstone Fund which will be found in the
98 Communications and Outreach budget.

99 President Bradley asked if those would be covering costs that were included in the \$27,585 amount.

100 Outreach and Grant Technician Nelson stated that was correct and noted that is the maximum amount of
101 the project. She explained that there were certain components that Washington Conservation District
102 outlined that if the school cannot afford the entire project, things like the demonstration garden could be
103 decreased to be a smaller size. She noted that the overall contribution from the District will be \$13,500
104 from the two budgets.

105 ***It was moved by Manager Waller and seconded by Manager Weinandt, to approve the Water Quality***
106 ***Grant Program Cost Share Applications as outlined in the above Table of Contents in accordance with***
107 ***RCWD Outreach and Grants Technician’s Recommendations dated August 7, 2024. Motion carried 5-0.***
108

109 District Administrator Tomczik noted that the Water Quality Grant guidelines come back before the Board
110 annually each fall for Board consideration. He stated that they can expect to see this later in the year and
111 noted that some of the matters that were raised by Managers can be discussed at that time.
112

113 **PUBLIC HEARING: PROPOSED 2025 BUDGET & LEVY, AND WATER MANAGEMENT DISTRICT**
114 **(WMD) CHARGES**

115 President Bradley recessed the regular meeting for the public hearing.
116

117 President Bradley opened the public hearing on the 2025 Budget and Levy including the watershed wide
118 property tax levy and a special levy for the Ramsey County Ditch 4 (RCD4) WMD.
119

120 District Administrator Tomczik recognized the District’s proper notice of the public hearing and presented
121 the 2025 budget highlights. He explained that the total budget supports the implementation of the
122 District WMP and provides for resource management. He noted that the column titled ‘Component of
123 Funds’ identifies the relationship of that fund item or its sub-fund to the District’s fund balance. He
124 reviewed funds and plans for 2025 within: General Administration; Communications and Outreach;
125 Information Management; Restoration Projects; Regulatory; Ditch and Creek Maintenance; Lake and
126 Stream Management; District Facilities; and Project Anticipation.
127

128 District Administrator Tomczik stated that the total proposed expenditures are \$9,332,614 for 2025 and
129 included nearly \$900,000 in committed spending, which generally means the District previously levied for
130 the work so those would come out of fund balances. In total, there is roughly \$2.5 million in fund balance
131 spending which is evidence of the District’s success in securing grants and its approach to saving in advance
132 for projects and programs along with changes on the urban fringe regarding taxable market value. He
133 explained that the Board considers the levy implications each year on its property owners and noted that
134 the implications of the levy are indicated to be flat or declining. He said the budget levy impact on
135 property owners is challenging as it is being allocated across 4 different counties with various rates,
136 meaning there may be increases and decreases for individual property owners. He noted that the impact
137 will likely be relatively flat from the 2024 property tax impact and stated that the noticed 2025 budget is a
138 change of .67% over the previous year. The estimated tax impact on a property value of \$200,000 is
139 estimated at around \$32/year which is down from estimates in previous years He gave an overview of the
140 2025 Water Management District for Ramsey County Ditch 4 (RCD 4) WMD and explained that it would
141 result in a total collection of \$94,538 which is comprised of \$85,038 in levied charges and another \$9,500
142 in right-of-way direct billing to the road authority.
143

144 President Bradley asked if the Board had any questions about the budget for staff.
145

146 Manager Waller noted that he felt it would be very difficult to find a property in the District actually valued
147 at \$200,000. He stated that has seen that dollar figure used for many years and suggested that it be
148 updated to more accurately show that the average price for most would be around \$60 per year.
149

150 President Bradley noted that he had been following other budget communications in the paper and they
151 all appear to be doing the same thing, but felt that Manager Waller's point was well noted.
152

153 Manager Waller stated that he just felt it needed to be a bit clearer because he felt using \$200,000 was
154 unintentionally misleading people and reiterated that they should re-evaluate the use of the \$200,000
155 dollar figure.
156

157 President Bradley suggested that in advance of the budget next year they take the time to look at that
158 question and clarified that the District was not trying to hide anything.
159

160 Manager Waller clarified that he was not asking for this to be changed immediately.
161

162 District Administrator Tomczik stated that Manager Waller's point was well taken and would agree that the
163 \$200,000 was simply following through with an amount the District continuously used in the past for the
164 purpose of comparison. He stated that if they simply double the property value to \$400,000 that would
165 result in about \$64/year.
166

167 Manager Robertson stated that since this is the Preliminary Budget the District could put in some kind of
168 amended total when they approve the Final Budget later in the year. She stated that she felt that the
169 point Manager Waller had raised was fair and noted that at her City they were using \$350,000 as the
170 average. She stated that given the housing market and the property values she agreed that it would be
171 fair to use a higher number and noted that she would rather put out a number that is higher than reality
172 than assume they are actually dealing with \$200,000 parcels. She stated that she understands that this
173 is how it has always been done but reiterated that she felt it would be fairly easy by the Final Budget to
174 include other numbers.
175

176 President Bradley suggested that the District actually do both things and acknowledge that historically they
177 have used \$200,000, but then also provide a reasonable estimate of the higher value as well.
178

179 District Administrator Tomczik stated that the Board adopts its final budget in September and at that time
180 he would bring the suggested number forward and asked if the Board felt a property valuation of \$400,000
181 would be reasonable.
182

183 Manager Weinandt asked if the \$200,000 reflected property value, and, if so, if someone had a \$600,000
184 home, if they could simply multiply that projected tax to the District by 3.

185
186 President Bradley stated that he did not think it was actually linear.
187

188 District Administrator Tomczik stated that he believed that it was linear.
189

190 Manager Robertson stated that she was not saying that the District had to do what the City of Blaine was
191 doing, but overall she did not think there was a single property in the District that had a property value of
192 \$200,000. She suggested that they could also just use the median home value for the State as their
193 baseline.
194

195 District Administrator Tomczik stated that he would come back with an alternative and noted that the
196 Board was indicating that the valuation to residential properties was their primary interest.

197 President Bradley explained that the purpose of the public hearing was to receive comments from
198 interested parties and asked if there was anyone that would like to speak during the public hearing.
199

200 Janelle Calhoun, 6729 West Shadow Lake Drive, explained that she was a Candidate for District 36A House
201 of Representatives. She stated that she was in attendance today for educational purposes in order to get
202 a better understanding of the District and its activities, including its interaction with cities and counties and
203 thanked the Board for the work that she has seen happening.
204

205 President Bradley stated that the District has proposed legislation in the House and noted that if Ms.
206 Calhoun was elected the District would be touching base with her about it.
207

208 District Administrator Tomczik noted that he did not see anyone else from the public who had indicated an
209 interest in speaking but noted that staff did have comments to put in the record. He stated that for
210 Communications and Outreach budget there was a discussion of a potential increase in Fund 30-04. He
211 explained that he was approached by Jay Riggs of Washington Conservation District who was interested in
212 an increase for the East Metro Water Resource Education Program (EMWREP) which has a goal of educating
213 community residents, businesses, staff and decision makers about issues affecting their surface water
214 resources and engage people in projects and programs. District Administrator Tomczik noted that in the
215 past, the District has entered in contract with them to support those efforts and the funding was
216 \$3,183/year and stated that the other watersheds that are within the East Metro Water Resource
217 Education Program area contributions are between \$13,477 up to \$26,530. He noted that he felt that it
218 would be reasonable for the District to support an increase and explained that it best for all their citizens
219 to be receiving unified messaging and promoting the same across the areas watershed boundaries and this
220 is one program that does that in addition to the District's own programming.
221

222 Manager Waller noted that he had recently attended the Washington County Consortium meeting and he
223 had also spoke with Mr. Riggs about this issue. He stated that Mr. Riggs has asked for the District to
224 increase their contribution to \$6,000 on an annual basis based on property valuations. He stated that he
225 has been able to experience this program over the years and felt that it was a very well run program. He

226 stated that he does not have any objections to Mr. Riggs request, but would not advocate increasing
227 contributions any more than that amount. He noted that most of this program has to do with the St.
228 Croix and the Lower Mississippi.

229
230 District Administrator Tomczik stated that he had a discussion with Mr. Riggs and anticipates a meeting in
231 the future related to program deliverables and explained that they would look at what products the
232 Districts citizens receive or are exposed to from this program. He stated that if the Board felt the request
233 was reasonable, they could put that into the budget and suggested that they should levy for the change in
234 budget amount. He explained that this is for budgeting purposes and in the future the District would
235 enter into a contract.

236
237 President Bradley stated that he would suggest that the Board not vote on this yet.

238
239 District Administrator Tomczik explained that at this point, the Board is taking public comment, input, on
240 the proposed budget and he was communicating for the record the request from Mr. Riggs regarding
241 EMWREP. He stated that he believed for budgetary purposes he had received the Board's position and
242 would adjust the budget for final adoption in September.

243
244 Manager Wagamon asked if they would have seen the deliverables by that time as well.

245
246 Manager Waller noted that just because they put it in the budget did not mean that it would happen.

247
248 District Administrator Tomczik confirmed that the District would need to consider and enter into a contract
249 and noted that contracts typically include details of the deliverables.

250
251 President Bradley stated that he fully concurred with the recommendation to increase the contribution to
252 \$6,000 and asked that to be included in the Final Budget.

253
254 District Administrator Tomczik stated that the other issue he wanted to mention to the Board was the Clear
255 Lake Water Management Project, Fund 60-29. He stated that he currently has \$10,000 slated and
256 explained an increase to a total of \$85,000. The reconstruction project of Eureka Avenue in Forest Lake,
257 the District would like to see the restoration of the Clear Lake shoreline. He stated that the City of Forest
258 Lake was moving forward with their plans and noted that the construction's ground surcharge and
259 restoration may happen prior to the roadwork portion of the project. He noted that these additional
260 funds would come from the fund balance.

261
262 Manager Waller stated that this project has been on the books for a long time and has had delays due to
263 the different agencies that are involved. He stated that he believes that they had a marker in place for
264 this around \$50,000 and didn't feel that the suggestion of \$85,000 was too far off from the placeholder.

265

266 District Administrator Tomczik stated that the budget schedule included the potential for a special
267 workshop meeting on August 19, 2024, however, he did not believe it would be necessary.

268
269 ***There was a consensus of the Board that a special workshop meeting to discuss the budget was not***
270 ***necessary.***

271
272 District Administrator Tomczik stated that fund transfers are possible at any time and transfers common
273 with adoption of the budget. He stated that the discussion at their workshop had included the possible
274 removal of Fund 95-01 and Fund 95-02 and the guidance from Redpath, is that the District should zero
275 those accounts out which will require a fund transfer. He stated that the associated facilities still exist in
276 their Watershed Management Plan and noted that none of the other facilities have specific line items and
277 just have the inspection, maintenance, and repair fund to manage them.

278
279 Manager Waller stated that the reason that these two funds exist for those two facilities was that they are
280 expensive to maintain and the concept used essentially put funds away in a savings account. He stated
281 that theoretically, every 5 years, they would have to go in there and do something about them. He
282 explained that was why he wanted them removed from the plan so that there is no expectation that
283 because it is in the plan they have to do something, haven't been saving the money, and were now
284 desperately trying to find the cash needed.

285
286 President Bradley explained that his concern was the opposite of Manager Waller's and the Board may find
287 themselves in the position where they need to do something and they have no money.

288
289 Manager Waller stated that he agreed with President Bradley and explained that was why he wanted it
290 removed from the plan so there was not the 'need' to do something.

291
292 District Administrator Tomczik stated that he felt this was a good discussion and noted that they have
293 periodically updated their Watershed Management Plan to remove or add things. He stated if, in the
294 future, the Board determines that it is appropriate to answer to those two facility items, the Board has the
295 project anticipation fund which will have some funds available to them and there are also opportunities for
296 other funding sources, such as grants. He noted that the second fold of a fund transfer would be to move
297 the fund balance into the project anticipation fund (Fund 99) while adhering to the Fund Balance Policy
298 which is 40% across the different programs as well as their committed and restricted funds.

299
300 President Bradley explained that his concern has always been a political concern about, in particular related
301 to Locke Lake, where they built a whole subdivision around it and it is no longer going to be a lake and will
302 end up as a swamp and explained that part of the solution to that is for the City of Fridley to remove its
303 dam. He asked if the Board should begin the processes of amending their plan to remove these two
304 projects so they can give the public notice and start getting input from them about the reality going
305 forward.

306

307 District Administrator Tomczik stated that he agreed and noted that they have had some dialogue with the
308 City of Fridley regarding its dam and they do not have a definitive direction. He noted that dam ownership
309 can be challenging, but the District is here to support the resource. He explained that it is common
310 practice with dam removal to replace with a rock rifle.

311
312 President Bradley stated that if the District was, in fact, declaring that they have no intentions, he felt that
313 they ought to start telling people.

314
315 Manager Waller stated that he did not believe the District was walking away from the sediment issue
316 because they have already spent \$1 million studying this and will spend more to put reinforcement on the
317 meanders so the velocity of water does not wash the sediment down into the basin.

318
319 President Bradley noted that they just had this discussion a few days ago with a proposed project where
320 they are looking for funds to help them do that, but also wanted to quote Manager Waller who said, 'every
321 creek has sediment'.

322
323 Manager Waller agreed that every creek has sediment, but clarified that he wanted to make sure that it
324 didn't sound like the District was walking away from it.

325
326 There being no additional comments, President Bradley closed the public hearing.

327 **OPEN MIC/PUBLIC COMMENT**

328 None

329 **ITEMS REQUIRING BOARD ACTION**

- 330 **1. Check Register Dated August 14, 2024, in the Amount of \$169,163.09 Prepared by Redpath and**
331 **Company**

332
333 *Motion by Manager Weinandt, seconded by Manager Wagamon, to approve check register dated*
334 *August 14, 2024, in the Amount of \$169,163.09 prepared by Redpath and Company. Motion*
335 *carried 5-0.*

336

337 **ITEMS FOR DISCUSSION AND INFORMATION**

- 338 **1. District Engineer Update and Timeline**
339 District Engineer Otterness noted that RCD-4 repairs will be getting underway soon and stated that
340 they held a pre-construction meeting earlier in the week. He explained that they have begun staking
341 things out so it shouldn't be much longer before tree removal should begin from that corridor. He
342 stated that the Drainage Work Group held a meeting last week. He was unable to attend but knew
343 that they had some discussion related to adequacy of outlet and notification, but the discussion
344 was more informational in nature. He stated that he served on a committee for the Minnesota
345 Watersheds annual drainage seminar in association with their annual meeting and they have

346 come up with ideas for seminar that he believed would be very informational and entertaining. He
347 encouraged the Board to consider attending.

348
349 Manager Weinandt noted that RCD-4 was another ditch system that was getting repaired. She
350 acknowledged the challenges of doing a ditch clean out in a highly residential area and asked about
351 feedback that staff may have been getting. She asked if the residents were being informed or were
352 participating at all and if there was anything that the Board should be aware of related to positive
353 or negative feedback.

354
355 District Engineer Otterness stated that they have multiple avenues in which they have engaged the
356 public, including individual meetings with landowners, including public information meetings and
357 individual on-site meeting. They had also invited Northwestern University and the City of Roseville
358 to their pre-construction meeting. He stated that with any project there will be a mixture of people
359 that are very pleased with what they are seeing going on and others that are unhappy, particularly
360 with the interim conditions. He noted that they always encourage people to be patient and that
361 what they were seeing is, in fact, an interim condition and would take a while for it is re-establish
362 the vegetation. He noted the District's continual refinement of their techniques and was very
363 confident that this effort will be successful in getting vegetation restored along the banks.

364
365 Manager Weinandt noted that the District has had an excellent relationship with the City of Roseville
366 on this entire project and explained that she was also keeping the County Commission and the
367 Senator in that area informed.

368

369 **2. August Calendar**

370

371 **3. Administrator Updates**

372 District Administrator Tomczik referenced the Centerville and the Federal Emergency Management
373 Agency letter of map revision and noted that he felt it was great news. He stated that it took 511
374 days for issuance.

375

376 President Bradley clarified that what this means is that residents who were previously in a flood
377 plain were no longer in a flood plain and would not need to purchase flood plain insurance.

378

379 District Administrator Tomczik stated that the best information that is available regarding the
380 flooding conditions in the area were now reflected in the Federal map. He stated that he has an
381 appointment set up to meet with City Administrator Statz at the City of Centerville regarding JD-3
382 and Clearwater Creek. He stated that at the workshop the New Brighton flood plain and FEMA had
383 also come up and noted that FEMA had asked the District for additional information which they
384 have provided. He noted that he gets monthly reports from the Minnesota DNR regarding the
385 conditions stream flow report and notably, Rice Creek and the surrounding areas are in flood flows.
386 He stated that the Board had reviewed communication from Perry Wagamon at their workshop and

387 he intended to issue a communication to him and also invite Mr. Wagamon to the Alternative #4
388 discussion when it is held. He stated that the celebration of the delisting of Golden Lake will be
389 August 15, 2024 from 5:00-7:00 p.m. at Golden Lake Park. He noted that related to the DNR and
390 the threatened and endangered presence, there are continuing discussions about the interpretation
391 of statute and application of its jurisdiction on District project ACD 10-22-32. He explained that
392 they are working with the DNR to resolve this and explained that the District had refuted the DNR's
393 position, to some degree, based on the statute but awaited the outcome. He stated that there is an
394 internal protocol that was developed with the District's attorneys.

395
396 Manager Weinandt referenced the map District Administrator Tomczik had shown and asked if Rice
397 Creek was the only one that was in high flow.

398
399 District Administrator Tomczik stated that Rice Creek was not the only one that was in high flow.
400 He displayed the map and explained that the dark blue depicted flood flows and aqua depicted high
401 flows.

402
403 Manager Weinandt clarified that this was essentially just telling them that there was a lot of water
404 in the system.

405
406 **4. Managers Update**

407 Manager Waller stated that he had attended the Washington County Consortium tour. He noted
408 that Washington County and the DNR had developed a 3,000 acre open space hunting/wildlife
409 management area/public park which begins on the south end of Big Marine Lake and extends
410 southward along County Road 15. He noted that he had also attended the CAC meeting where
411 they toured the Blaine wetland area which has a wonderful boardwalk. He stated that he would
412 also like to make some comments regarding the Centerville project that they had reviewed earlier
413 in the week and explained that the complaint appears to be related to the delta and felt that perhaps
414 it needed to be removed. He noted that in their past experience when they have had sediment
415 fall into ponds they have generally found it comes from the meanders that are upstream and
416 explained that he was interested in having the existing meanders reinforced upstream. He noted
417 that he was not sure that extending the meanders was a good idea and also did not see anything in
418 the project that would help out the cemetery that gets flooded. He explained that he was also not
419 certain that the two-stage ditch system that was being proposed upstream of this project was
420 necessary. He noted that overall, he felt that the project was fairly expensive but did not focus on
421 the primary issues and clarified that he was not against the project but felt that its format could be
422 adjusted. He stated that he had been reading through the rules and could not find Rule M which
423 had been referred to in Mr. Holtman's letter about the gun club settlement last year. He stated
424 that Office Manager Stasica was able to send him a copy of Rule M and would like to make sure that
425 the full Board received a copy of it.

426

427 Manager Weinandt stated that she had attended the CAC tour of the Blaine wetland and found it a
428 very interesting walk.

429
430 Manager Wagamon stated that he also had many of the same concerns that were just raised by
431 Manager Waller related to the same project in Centerville.

432
433 Manager Robertson stated that she assumed he was referring to the Clear Water Creek project, and
434 explained that her understanding from the workshop was that once District Engineer Otterness’
435 report was final it would come back before the Board. She stated that the Board has made no
436 decisions and had given input on the presentation and felt that it was just the entry to a very broad
437 conversation as there are several objectives that the projected needed to address.

438
439 President Bradley noted that he would be out of town for the Golden Lake celebration event and
440 encouraged the other Board members to attend.

441
442 **ADJOURNMENT**

443 ***Motion by Manager Robertson, seconded by Manager Wagamon, to adjourn the meeting at 10:25 a.m.***
444 ***Motion carried 5-0.***

445

PERMIT APPLICATIONS REQUIRING BOARD ACTION

No.	Applicant	Location	Plan Type	Recommendation
25-051	Trust Agreement of Eric and Susan Swenson	Forest Lake	Floodplain Alteration	VARIANCE REQUEST CAPROC 2 items

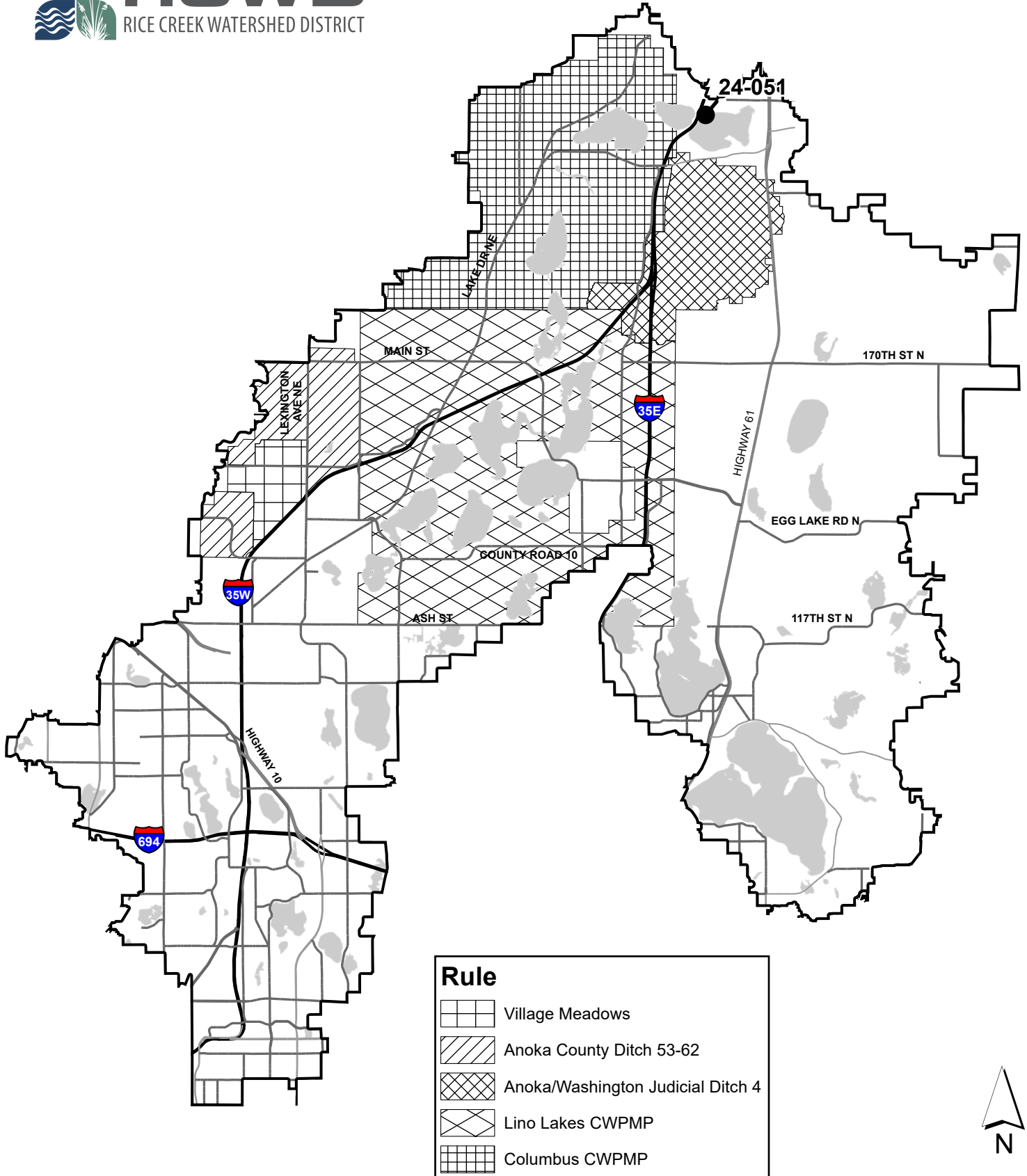
Two Actions:

Variance Request

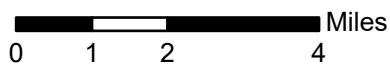
It was moved by Manager _____ and seconded by Manager _____, to Approve/Deny the Variance request for variance application 25-051 as outlined in accordance with RCWD District Engineer’s Variance Technical memorandum, dated August 20, 2024.

Permit Application

It was moved by Manager _____ and seconded by Manager _____, to Approve/Deny permit 25-051 as outlined in the RCWD District Engineer’s Findings and Recommendations, dated August 20, 2024.



Permit Reviews
08/28/2024 Agenda



Permit Application Number:

25-051

Permit Application Name:

Swenson Single-family Home Build

Applicant/Landowner:

Trust agreement of Eric and Susan Swenson
Attn: Eric Swenson
4845 217th St N
Forest Lake, MN 55025
Ph: 612-810-9957
eswenson01@gmail.com

Permit Contact:

Willet Construction
Attn: Scott Willet
20 Swan Lake Ln NW
Cedar, MN 55011
Ph: 763-355-7992
Fx: 763-207-1413
sw@wrcincmn.com

Project Name: Swenson Single-family Home Build

Purpose: FA – Floodplain Alteration; Single-family home demo and rebuild on Clear Lake.

Site Size: 2 parcels totaling 0.32± acres/ 0.2 ± acres of disturbed area; existing and proposed impervious areas are 0.1 ± acres and 0.1 ± acres, respectively

Location: 4845 217th St N, Forest Lake

T-R-S: NE ¼, Section 18, T32N, R21W

District Rule: D, E, L

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.

Administrative

2. The applicant is responsible for the actual cost of variance review and must pay any remaining balance due; contact District for amount.

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 and computation of the floodplain fill and mitigation storage areas and volume for verification of compliance with the approved plans.

Exhibits:

1. Variance request dated 7-30-2024 and received 7-30-2024.
2. Plan set containing 6 sheets dated 7-30-2024 and received 7-30-2024.
3. MS4 Permit application receipt, received 7-30-2024.
4. Certificate of survey dated 7-30-2024 and received 7-30-2024.
5. Review file 22-255R.

Findings:

1. Description – The project includes removal of an existing home, combining of 2 lots, and construction of a new home at 4845 217th Street N in Forest Lake. The project will disturb 0.20± acre of land, and existing and proposed impervious areas are 0.1± acre and 0.1± acre, respectively. The existing home sits on a high point on the property. The site drains both south towards Clear Lake and north towards a wetland complex. Clear Lake is the resource of concern. The proposed impervious area will direct runoff directly to Clear Lake. The applicant has submitted a \$300 application fee for a non-Rule C permit.
2. Stormwater – The new/reconstructed area for the project is 2,692± SF. Since the proposed work will create less than 10,000 SF of new and reconstructed impervious surface, Rule C is not triggered.
3. Wetlands – There are no wetlands located within the project area.
4. Floodplain – The regulatory flood elevation for the property is 892.5 NAVD 88. The construction of the new home and associated driveway will result in 153± cubic yards of fill. Total net floodplain fill is estimated to be 132± cubic yards. The proposed lowest habitable floor elevation is 894.5 NAVD 88; and therefore, meets two feet of freeboard. The applicant is requesting a variance from the mitigation requirements of Rule E.
5. Erosion Control – Proposed erosion control methods include silt logs, including a double roll along the lake. An NPDES permit is not required for this project. 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 site is located more than one mile from an NPDES-listed impaired water.
6. Variance – The applicant has requested a variance regarding the maximum allowable floodplain fill without providing compensatory storage requirement of Rule E. The rule requires that maximum allowable fill is 100 cubic yards without providing compensatory storage. The applicant represents that mitigation is not feasible due to setback requirements, limited space and lack of mitigation area. The applicant represents that the proposed project would have minimal impact on the water resource if the variance were allowed. Additional reasoning and support may be found in the HEI Technical Memorandum and variance application.
7. Regional Conveyances – Rule G is not applicable.
8. Public Drainage Systems – Rule I is not applicable.
9. Documenting Easements and Maintenance Obligations – Not Applicable.
10. Previous Permit Information – Review file 22-255R.

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

Belle Reeve 08/20/2024

Belle Reeve, EIT

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

K. MacDonald 08/20/2024

Katherine MacDonald, MN Reg. No 44590

Technical Memorandum

To: Rice Creek Watershed District
Board of Managers

From: Greg Bowles (PE), & Kate MacDonald (PE)
Houston Engineering, Inc.

Through: Chris Otterness (PE)

Subject: Variance Request for Swenson Single-family Home Build, RCWD #24-051

Date: August 20, 2024

Cc: Nick Tomczik, RCWD
Eric Swenson (Applicant)

INTRODUCTION

Eric Swenson, as the project applicant, has submitted a written request for a variance from Rice Creek Watershed District (RCWD) Rule E.3(e), which requires compensatory floodplain storage volume for over 100 cubic yards of floodplain fill. The District Engineer evaluated the variance request per RCWD Rule L for Permit 24-051, as provided in the Request for Variance (Exhibit A) dated July 30, 2024 and received on July 30, 2024.

The District Engineer evaluated the variance request by applying the practical difficulties test set forth in the municipal variance statute and incorporated by prior-adopted policy into the variance standard of the District. This standard is applied through the Board of Managers' consideration and weighing of the following criteria:

- (a) How substantial the variation is in relation to District Rule requirement(s);
- (b) the effect the variance would have on government services;
- (c) whether the variance will effect a substantial change in the character of the watershed resources or will be a substantial detriment to neighboring properties;
- (d) whether the practical difficulty can be alleviated by a feasible method other than a variance (economic considerations play a role in the analysis under this factor);
- (e) how the practical difficulty occurred, including whether the landowner created the need for the variance; and
- (f) whether in light of all of the above factors, allowing the variance will serve the interests of justice.

Ultimately, the Board determines whether consideration of the above criteria supports approval of a variance. The text below reviews the technical aspects of the proposal as they relate to the above criteria. The Board may exercise discretion in analyzing the applicant's compliance with the variance criteria – both generally and with regard to application of the individual variance (and other rule) criteria. The Board also may require input from legal counsel. Nothing herein should be construed as rendering a legal opinion.

PROJECT SUMMARY

The project included the demolition of an existing home and construction of a new home in a floodplain area on a single-family residence at 4845 217th St N, Forest Lake. The project drains in two directions: 1) north to an existing wetland complex; and 2) south to Clear Lake, which is the Resource of Concern (ROC). The property is approximately 0.7 acres, of which 0.20 acres will be disturbed. Impervious surface area will increase by 20 square feet. The RCWD regulatory floodplain elevation for the site is 892.5 (NAVD88) based on the wetland elevation to the north. This elevation is considered part of the Clear Lake floodplain. The proposed net fill within the floodplain is 132 cubic yards. Since more than 100 cubic yards of fill is added in the floodplain, the work requires floodplain volume mitigation per District Rule E.3(e). The applicant has requested a variance from RCWD Rule E.3(e) mitigation requirement. The proposed application is compliant with all other RCWD Rules.

EVALUATION OF CRITERIA

Per practical difficulties criterion (a), the applicant is requesting that no compensatory storage be required for the floodplain fill per rule E.3(e), for a proposed net fill of 132 cubic yards, which exceeds the 100 cubic yard exemption.

Per criterion (b), issuance of a variance for the Swenson Single-family Home Build project is not expected to increase the cost or difficulty of providing governmental services.

Per criterion (c), which sets the criteria for consideration of whether the variance will affect a substantial change in the character of resources within the watershed, the District Engineer used three criteria to assess substantial change: 1) water quality, defined as the quantity of pollutants such as phosphorus and suspended sediment leaving the site and the potential for degrading water quality downstream; 2) the presence of and potential impact to special and impaired waterbodies as defined by various laws including the Minnesota Pollution Control Agency stormwater program, whether a water body is impaired and related designations including Wild and Scenic or Outstanding Natural Resource Value designations; and 3) flooding, the potential for flood damages or other adverse hydrologic impacts.

In assessing whether a substantial change in the character of the watershed resources may occur, we considered, not exclusively but as a measure of impact, the presence of and potential impact to the following:

- a 303(d) listed water body (i.e., an impaired water);
- a high quality or non-degraded wetland;
- a federally listed threatened or endangered species or state threatened, endangered or species of special concern and their critical habitat;
- a Scientific and Natural Area as defined by the Minnesota Department of Natural Resources;
- resources protected from degradation as identified within 7050.0180 Nondegradation for Outstanding Resource Value Waters; and
- other generally sensitive resources.

Non-compliance with the compensatory floodplain storage volume of Rule E.3(e) is not expected to affect above mentioned watershed resource criteria. The project is currently compliant with all other District Rules except for Rule E.3(e).

Per criterion (c) and whether issuing the variance has a negative effect to the neighboring properties, we considered whether the granting variance will:

- cause or contribute to a change in the 100-year floodplain elevation immediately downstream or upstream of the project site
- increase the frequency or magnitude of flood damages to adjacent properties; or
- increase hardship downstream from peak flow and flood duration.

The construction of the new home required placement of 153 cubic yards (CY) of fill within the floodplain and provided 20 CY of new floodplain storage due to a constructed swale, which is a net volume of 132 CY of fill in the floodplain. Though the net floodplain fill is more than the 100 CY exemption, it will have a negligible effect on the adjacent flood elevation given the size of Clear Lake (the total volume equates to less than 0.001 feet over the lake). Given that the negligible effect on the floodplain, the proposed fill is not expected to have a negative effect on neighboring properties. If 100 other properties around the lake were granted a similar variance, the cumulative effect on flood elevations in Clear Lake would still be negligible.

Per criterion (d), an assessment of whether the practical difficulty can be alleviated by a feasible method other than a variance (economic considerations play a role in the analysis under this factor) is necessary.

The property, with the exception of the building pad and shoreline, is almost completely within the floodplain elevation. Additional fill was needed for raising the final floor elevation above the floodplain elevation to provide adequate cover over the foundation for frost protection and to address high ground water during construction. There is not another location on the property outside of the

floodplain for the new house to be built that also meets Forest Lake requirements and limited area on the property for mitigation.

The District Engineer has not independently confirmed the difficulties characterized by the applicant for each alternative but does find the applicant's alternative assessment to be reasonable.

Per criterion (e), we considered how the practical difficulty occurred, including whether the landowner created the need for the variance. The applicant indicates that the fill is necessary to construct the project, which will require a variance. The existing site constraints (extent of floodplain and lack of mitigation areas) are not caused by the applicant..

In consideration of criterion (f), some determination of whether in light of all of the above factors, allowing the variance will serve the interests of justice is necessary. This criterion lies largely in the Board's domain as it involves judgments of a non-technical nature. One criterion for assessing this portion of the practical difficulties standard is the ability or inability of other permit applicants with similar site conditions to comply with the District's fill requirements of Rule E.3(e). Most other applicants have had the ability to feasibly meet these requirements onsite, but the practical difficulties provided by the applicant are similar to other sites which have been granted variances from this rule.

EXHIBITS:

1. Variance request form dated 7-30-2024 and received 7-30-2024.
2. Certificate of Survey by Widseth Engineering dated 7-30-2024 and received 7-30-2024.

Exhibit A
Variance Request

The applicant's signature below affirms that the applicant has carefully read Rice Creek Watershed District Rule L, Variances, and the Permit Variance Guidance (effective July 1, 2013).

Date: 7/29/2024 Permit #

Applicant: **Trust agreement of Eric and Susan Swenson**

Address: **13680 57th St. NE St. Michael, MN**

Telephone number: **612-810-9957**

Email: **eswenson01@gmail.com**

Property location and county property identification number:

4839 and 4845 217th St. N Forest Lake, MN

PID NO's, 18.032.21.13.0009, 18.032.21.13.0010 and 18.032.21.12.0005

For all items below, attach additional sheets if necessary.

1. RCWD Rule from which variance is requested (circle applicable rule(s) and cite section/paragraph of rule): **E**

A B C D E F G H I J

2. Project description: Demolition of 1920's 3rd generation family cabin and 1930's rental house. Then combine lots and build a new primary residence on both lots (18.032.21.13.0009, 18.032.21.13.0010) within legal setbacks per city requirements.

3. Requirements of applicable rule(s) from which variance is being requested:

Rule E :Compensatory flood storage volume is required for 100 cubic yards or more of fill. If 100 cubic yards or more of fill is proposed, floodplain storage mitigation is required for the entirety of the proposed fill. Mitigation is not required for a one-time deposition of fill less than 100 cubic yards.

4. Are you requesting a variance pursuant to Undue Hardship or Practical Difficulty standard (check one or both)? Please complete following sections accordingly. Greater specificity will benefit your request.

a. Description of Undue Hardship (must not rest entirely on economic burden). Although it is not a burden, we will be forgoing our rental income to build new home.

b. Description of Practical Difficulty (must not rest entirely on economic burden).

If requesting variance under Practical Difficulty standard, please respond to the following:

(i) How substantial is the requested divergence from the District rule?

(ii) In what respects, and to what extent, would the variance increase the cost or difficulty of providing governmental services? We are unaware of any governmental services this would affect.

(iii) How would the variance change the character of the water resource or be a detriment to neighboring properties? This will not negatively effect neighboring properties, and actually improve the drainage between houses, as most of the water is now funneled to our lot due to the recent home construction of our next-door neighbor. It will not effect the character of the water resource.

(iv) How can your project goals be met without a variance? Is any of these alternatives infeasible or economically unreasonable? Due to house setback requirements and the irregular lot, the space is limited. And due to the large pond and swamp on the North lot, floodplain storage would not serve a purpose do to the water table and transmittable soil.

(v) What is the cause of the practical difficulty? Did you or a prior landowner contribute to circumstances creating the practical difficulty? The practical difficulty is caused by the limitation of the amount of fill needed to get to the floodplain fill requirements and the low elevation of the lot. We would like to improve the lot by reducing the impervious space on the lot while falling within the city setback requirements and Rice Creek Watershed standards.

(vi) How do the interests of justice weigh in granting the variance? The landowner will only be introducing enough soil to accommodate watershed requirements of 2 feet above flood stage.

5. Will the proposed activity, if conducted in accordance with the requested variance rather than the strict terms of the District rule:

a. Have an adverse effect on public health, safety or welfare? There will be no adverse effects.

b. Create public expense? No public expense.

c. Adversely affect water quality, water control or drainage in the District? No adverse water quality, water control or drainage. We look to improve the drainage issues we currently face.

6. How would granting the variance be consistent with the spirit and intent of the District rules, generally, and the rule from which the variance is requested?

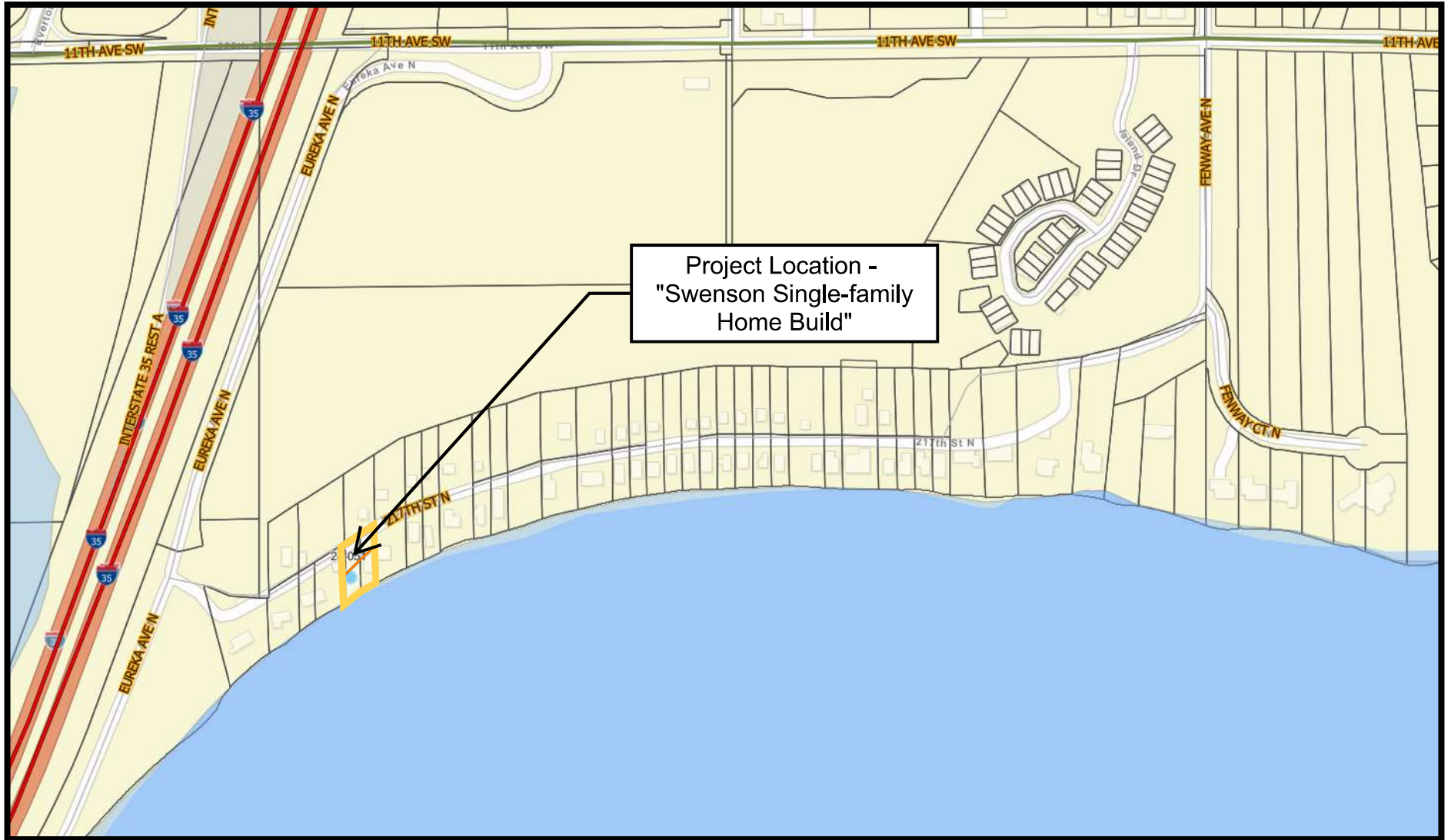
We would be following the 2 foot freeboard requirements stated by the RCWD. And we feel by having a man-made pond on the North side this has added capacity for runoff water in the area.

Applicant name: Eric and Susan Swenson **Date:** July 29.2024

Applicant signature: 

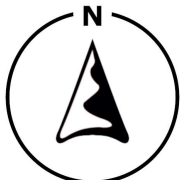
Staff Findings (RCWD only)

Staff Recommendation (RCWD only)



Legend





 Project Location

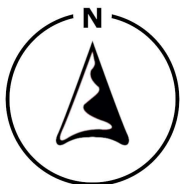




PLEASE NOTE: The data herein are for general informational purposes only and should not be relied on for any official purpose. Property owners and other interested persons should retain a licensed surveyor or other professional for specific advice concerning their property. The Rice Creek Watershed District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

Legend

-  Project Location
-  New House Location
-  New Impervious Surface
-  Floodplain Boundary



ITEMS REQUIRING BOARD ACTION

1. Houston Engineering Task Order 2024-007 – 2024 District Wide Modeling Program Annual Updates (Patrick Hughes)



MEMORANDUM

Rice Creek Watershed District

Date: August 22, 2024
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: Houston Engineering Task Order 2024-007 – 2024 District Wide Modeling Program Annual Updates

Introduction

Rice Creek Watershed District maintains a District Wide Modeling Program (DWMP). Annually, the District maintains the DWMP, this is that task order.

Background

The District DWMP is a foundational tool in the completion of District work. The District annually maintains the RCWD’s products focused primarily on maintaining information needed by the hydrology and hydraulic models. The DWMP maintenance debugs issues and maintains accuracy of the tool. The program also includes assistance to cities in efforts for Federal Emergency Management Agency (FEMA) to utilize the best information available regarding flood risk and its incorporation into FEMA maps. These efforts recently realized in City of Centerville area with FEMA Letter Of Map Revision (LOMR) and are ongoing regarding City of New Brighton area along Ramsey County Ditch (RCD) 2 near Hansen Park.

Staff Recommendation

Staff support the maintenance and updates to the DWMP as well as DWMP use applications.

Proposed Board Action

Motion to approve and authorize board President to sign Houston Engineering Task Order 2024 – 007, 2024 District wide modeling program annual updates.

Attachment

Houston Engineering Task Order 2024 – 007

Task Order No. 2024-007
Rice Creek Watershed District**2024 District Wide Modeling Program Annual Updates****RCWD Administrative Information:**

RCWD Account Name and Number: RCWD 35-04 DWMP Annual Updates

Houston Engineering Project No: R005555-0357

Task Order Purpose:

The purpose of this task order is to provide maintenance of the RCWD's products developed through the District Wide Modeling Program (DWMP) for the 2024 calendar year and to assist the District in technical support to its partner Cities in utilizing the District Wide Model. These products were originally completed in 2011 and updated annually since then, including a major update in 2019/2020 completed in conjunction with the DNR and FEMA. The products include a variety of GIS data, input data, and results from hydrology, hydraulic, and water quality models. This task order is focused primarily on maintaining information needed by the hydrology and hydraulic models, but also includes some time working with partner cities in utilizing the District Wide Model in their floodplain manager roles. Tasks will be performed per the RCWD District Wide Model Update Procedure (see Attachment A).

Professional Services Rendered:

HEI intends to provide the following professional services during the completion of this Task Order:

1. Permit staff (both HEI and RCWD) are responsible for identifying changes to subwatershed boundaries, public drainage systems, and road and bridge structures authorized by a RCWD permit. A set of fields in the permit database (MS4Front) is used to flag permits that include these changes. Annually specific information on these permits is to be provided to Bret Zimmerman.
2. HEI staff are responsible for identifying changes to subwatershed boundaries, public drainage systems, and road and bridge structures resulting from projects completed by the District Engineer.

Task Order No. 2024-007
Rice Creek Watershed District**2024 District Wide Modeling Program Annual Updates**

3. RCWD staff are responsible for identifying changes to subwatershed boundaries, public drainage systems, and road and bridge structures, authorized through a District funded project or as completed by other consultants.
4. Cities with Level 2 permitting authority are responsible for identifying changes to regional stormwater management not requiring an RCWD permit.
5. Changes identified by RCWD & HEI staff and Level 2 cities will be logged in a spreadsheet and accumulated for revision. This spreadsheet will be located in the Model Library. Actual model modifications will occur as part of future model use. Subwatershed boundary changes will be reviewed to determine whether they materially affect the current model.
6. The models will be executed, and remapping will occur to reflect subwatershed boundary changes and changes to structures.
7. Throughout the year, model de-bugging is required. Additional detail may be added to the model(s) to facilitate permit analysis which required de-bugging and confirmation of results throughout the model. In some instances, this time is more appropriate to be considered model maintenance than pre-permit application assistance.
8. While Task 1 includes soliciting staff for changes to incorporate into the models, there are several known changes and/or surveys that occurred prior to 2024 that will be incorporated. The known changes include:
 - Priebe Lake Outfall Project
 - JD 3 Branch 1,2 & 4 Repair
 - RCD 1 Survey
 - RCD 2 10th Ave. culverts
 - Update ACD 10-22-32 model based on work completed as part of Task order 2022-013
 - Incorporating new modeling and mapping from the Centerville 21st Ave LOMR
 - Incorporating new modeling and mapping from the Hansen Park LOMR
 - Remapping the 100-year floodplain district-wide with new LiDAR data
9. Modeling assistance to the City of New Brighton for FEMA Letter of Map Revision (LOMR) along RCD 2 near Hansen Park. *(Note: To date, HEI has provided 36 hours of assistance*

Task Order No. 2024-007
Rice Creek Watershed District

2024 District Wide Modeling Program Annual Updates

to the City for this effort. This task order anticipates an additional 16 hours of assistance. However, total assistance required will depend on FEMA responses to submittals.)

Professional Services Rendered:

The deliverables for this Task Order consist of a maintained Model Library, updates to model output data on the District's GIS web applications, and a brief memorandum documenting the maintenance.

Schedule and Compensation:

To accommodate the scope in Tasks 1 through 9, HEI recommends that the RCWD budget the amount of **\$30,900** for engineering services described within this Task Order.

HEI will notify the RCWD should this amount be exceeded for authorization to proceed. Services will be performed as need from January 1, 2024, thru December 31, 2024. An update to the DWMP, including re-publishing floodplain mapping and flood elevations to the District's GIS viewers and preparation of a summary memorandum, will be completed by **11/1/2024**. (*Note: Task 9 may not be completed by 11/1/2024 depending on FEMA review timelines.*) These services will be billed on a time and material basis per the standard rates described by the latest contract amendment. RCWD will only be charged for actual time worked up to the not-to-exceed amount.

Assumptions:

The estimated compensation for the execution of the tasks identified within the "Professional Services Rendered" section of this Task Order is based upon the following assumptions:

1. Information relative to subwatershed boundary changes and structures obtained from permit reviews completed by the RCWD will be forwarded to the District Engineer.
2. Modeling will require approximately 8 hours of debugging resulting from issues brought forward by District staff or permit applicants.



SCOPE OF SERVICES



**Task Order No. 2024-007
Rice Creek Watershed District**

2024 District Wide Modeling Program Annual Updates

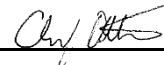
SIGNATURES:

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 14th, 2008, as amended and extended. This **Task Order** shall be effective **January 1, 2024**, as authorized by the signatures of representatives of the Rice Creek Watershed District and Houston Engineering, Inc.

Rice Creek Watershed District

By: _____
Name: Michael Bradley
Title: President
Date: _____

Houston Engineering, Inc.

By: 
Name: Chris Otterness, P.E.
Title: District Engineer
Date: August 21, 2024

ATTACHMENT A

RCWD District Wide Model Update Procedure

The following is an outline for a working policy for updating the DWMP products

General Policies

1. Working copies of the model will be kept in “working copy” folder in the District Wide Modeling Library
2. All work done according to RCWD standards.
3. “Official” models will be model kept in District Wide Modeling Library
4. Only “Official” District Wide Modeling Products will be distributed external to the District
 - a. A fully-executed license agreement must be received prior to distribution of model files
 - b. Model results and GIS data do not require a license agreement prior to distribution
5. Prior to the working model becoming the “official” model, will go through internal QA / QC
 - a. Check “calibration” (e.g., if Rice Creek chain of lakes check against frequency analysis)
 - b. Use tolerance to assess magnitude of change (e.g., ± 0.25 feet)
 - i. Tolerance would have to be cumulative through time
 - ii. If more than tolerance make sure work is double checked

Schedule of Updates

1. Working Models will continue to be updated throughout the year, as necessary / needed.
2. “Official” District Wide Modeling Products will be updated at the following schedule:
 - a. Official Hydraulic Models (HEC-RAS & SWMM):
 - i. Once per year for model changes that affect peak flood elevations 0.5’ or less
 - ii. Immediately following QA/QC review for model changes that affect peak flood elevations more than 0.5’
 - b. Official floodplain polygons:
 - i. Update once per year for drainage systems with “major” change
 - ii. Update entire watershed polygon once every three years
 - c. Lake frequency analysis
 - i. Update lake level analysis within 2 years of the occurrence of a highest-known-exceedance event on a given lake
 - ii. Update frequency analysis every 5 years for lakes with a record 30 years or less
 - iii. Update all frequency analyses every 10 years
 - d. Official water quality (P8) models
 - i. Update once per year for drainage system with a “major” change (likely a substantial change in storage e.g. Hansen Park)
 - ii. Update every five years for drainage system under substantial development

Procedure for Annual Updates

1. District Engineer will prepare a task order each January for annual model updates. The schedule for the update will be indicated within the task order.

ATTACHMENT A

2. Modeling Lead will email RCWD permit staff lead, HEI permit staff lead, HEI project staff, and Level 2 municipalities (those taking on administration of RCWD rules) to obtain data that may potentially be added to the model. The email will specify the following:
 - i. when the annual update is planned to occur,
 - ii. information needed (see “Data Requested Annually” below),
 - iii. to whom and by when the information is to be provided,
 - iv. a request to specify any items requiring additional review by modeling staff
3. Modeling Lead shall anticipate a one-month response period for receipt of data. However, reminders should be provided two weeks following the initial request, and weekly thereafter until a response is received.
4. Completed Official Modeling Products shall be republished as follows:
 - a. Modeling Lead shall complete brief descriptions of the model names and purpose within the Model File Description Table; and
 - b. Updating the Model Status Table, documenting when changes were made and by who,
 - c. Subwatershed boundary changes and structure changes **shall be provided to GIS Lead** for uploading to RCWD Viewers,
 - d. Updated detailed nodes, approximate nodes, and cross sections is to be published in the RCWD GIS viewers,
 - e. 100-yr floodplain mapping, completed during projects, is to be published in the RCWD GIS viewers, both public and internal. (**project staff provide info to GIS Lead**).

Data Requested Annually for Purposes of District Wide Model Update

- Known changes in the RCWD hydrologic boundary (> 5 acres) resulting from flow redirection
- Change in location, size or geometry of crossings of public drainage systems and named watercourses (i.e. Rice Creek, Hardwood Creek, Clearwater Creek)
- Modifications to public drainage systems
- Regional BMPs
- Permits known to affect RCWD mapped floodplains by more than 0.1’ vertically
- Newly surveyed / resurveyed structures along public drainage systems, or along any system conveying runoff from greater than 100 acres
- Newly created detailed models (must be in XP-SWMM format using RCWD standards)
(Note: Permits that meet any of these criteria should be indicated as such in the “Modifications” section of the Review Status tab in the RCWD Permit Database)

Format of Data (provided in a spreadsheet)

- General Location
- Description of Work (include scale of project i.e. acreage)
- Type (from categories above)
- Permit number (if applicable)
- Status as of December 31 (permitted but not built, under construction, completed)
- Public Drainage System (if applicable)

**ATTACHMENT B
ESTIMATED BUDGET
DISTRICT WIDE MODEL UPDATE - 2024**

Date Prepared: 8/21/2024

Date Revised:

Prepared by: Bret Z.

Checked by: Chris O.

Total Estimated Labor \$ 30,900.00
Total Estimated Expenses \$ -
Total Estimated Fee \$ 30,900.00

TASK DESCRIPTION	Engineer 10	Engineer 9	Engineer 5	GIS Analyst 1	Total	
					Hours	Dollars
	Chris O.	Bret Z.	Rachel G.	Kayla B.		
Total Labor Hours ==>	8	92	80	4	184	
Total Labor Dollars ==>	\$ 1,552.00	\$ 17,020.00	\$ 11,920.00	\$ 380.00		\$ 30,872.00
Project Name	8	92	80	4	130	\$ 30,872.00
Model Updates (physical changes)¹	1	17	58	0	76	\$ 11,981.00
Solicit information from HEI and RCWD staff and Level 2 cities	1	2				
Organize received information and determine updates as needed		4	8			
Significant model updates in 3 system (assumes approx. 6 hours each)		6	18			
Minor updates in 1 system (assumes approx. 4 hours each)		1	4			
Catchment Boundary revisions for 0 locations (assumes approx. 3 hours each)						
Combining all 24H events in one model			4			
SWMM model simulations and extracting results		2	16			
Update HEC-DSS files from SWMM and re-run HEC-RAS		2	8			
Update Floodplain Mapping	0	1	16	0	17	\$ 2,569.00
Remap 100-year floodplain district-wide ²		1	16			
Update Viewer and Model Library	0	2	4	4	10	\$ 1,346.00
Update modeling nodes/xs/floodplain as necessary		2	4	4		
Yearly Model Quality Control	0	8	0	0	8	\$ 1,480.00
Address modeling issues brought up throughout the year by applicants or staff ³		8				
Support New Brighton LOMR	2	52	0	0	0	\$ 10,008.00
Develop submittal material for Hansen Park LOMR	2	52				
Project Coordination and Management	4	8	2	0	14	\$ 2,554.00
Correspondence with RCWD Staff	2	4				
Internal meetings / coordination	2	4	2			
Prepare Memo Documenting Updates	1	4	0	0	5	\$ 934.00
Tech memo preparation - list of updates	1	4				

ITEMS REQUIRING BOARD ACTION

2. Check Register Dated August 28, 2024, in the Amount of \$230,049.47 and August Interim Financial Statements Prepared by Redpath and Company

Rice Creek Watershed District
Check Register
August 15, 2024 - August 28, 2024
To Be Approved at the August 28, 2024 Board Meeting

Check #	Date	Payee	Description	
25788	08/28/24	Barr Engineering	Engineering Expense	\$154.00
25789	08/28/24	Beisswenger's Do It Best	Field Supplies	2.79
25790	08/28/24	Blaine Shopping Center, LLC	Rent	8,617.24
25791	08/28/24	Carp Solutions, LLC	Professional Services	8,600.00
25792	08/28/24	City of Shoreview	Professional Services	200.00
25793	08/28/24	Davey Resource Group, Inc.	Contracted Services	7,400.00
25794	08/28/24	Delta Dental	Employee Benefits	1,071.88
25795	08/28/24	Growing Green Hearts, LLC	Contracted Services	337.50
25796	08/28/24	Joseph Grubbs	Contracted Services	1,750.00
25797	08/28/24	Tom Hoffman	Contracted Services	700.00
25798	08/28/24	Houston Engineering, Inc.	Engineering Expense	45,216.10
25799	08/28/24	John Larsen	Mini-Grant Construction	500.00
25800	08/28/24	League of MN Cities Ins. Trust WC	Insurance	696.00
25801	08/28/24	Leymar Companies LLC	Professional Services	262.50
25802	08/28/24	NineNorth	Professional Services	451.36
25803	08/28/24	Press Publications	Legal Notices	211.15
25804	08/28/24	Presbyterian Church of the Way	Water Quality Grant-Construction	20,000.00
25805	08/28/24	Print Central	Printing	214.93
25806	08/28/24	Redpath & Company, LLC	Audit and Accounting	4,110.00
25807	08/28/24	Scandia Trucking & Excavating LLC	Contracted Services	11,602.50
25808	08/28/24	Smith Partners	Legal Expense	8,590.87
25809	08/28/24	Velocity Telephone	Telecommunications	487.78
25810	08/28/24	Washington Conservation District	Contracted Services	795.90
25811	08/28/24	Winnick Supply, Inc.	Construction	35.60
11405	08/28/24	B & R Properties LLC	Surety Release - #19-076	19,900.00
11406	08/28/24	MEP Lino Lakes, LLC	Surety Release - #23-035	3,500.00
11407	08/28/24	Renovation Church	Surety Release - #23-002	5,000.00
11408	08/28/24	Roers Fridley Apartments Owner LLC	Surety Release - #20-065	14,600.00
Payroll	08/31/24	August 31st Payroll (estimate)	August 31st Payroll (estimate)	33,839.60
Payroll	08/31/24	Manager Per Diem/Expenses (estimate)	Manager Per Diem/Expenses (estimate)	2,788.23
EFT	08/20/24	Further	Employee Benefits	42.50
EFT	08/07/24	Further	Employee Benefits	538.44
EFT	08/28/24	Xcel Energy	Telecommunications	21.97
EFT	08/23/24	Verizon Wireless	Telecommunications	134.09
EFT	08/26/24	Verizon Wireless	Telecommunications	679.11
EFT	08/28/24	First Unum Life Insurance Company	Employee Benefits	1,086.70
EFT	08/31/24	4M Bank Fee	Bank Fee	17.50
EFT	08/31/24	Internal Revenue Service (estimate)	8/31 Federal Withholding (estimate)	12,909.00
EFT	08/31/24	Minnesota Revenue (estimate)	8/31 State Withholding (estimate)	2,383.00
EFT	08/31/24	Empower Retirement	8/31 Deferred Compensation	895.00
EFT	08/31/24	Empower Retirement	8/31 Roth IRA	305.00
EFT	08/31/24	Further	8/31 HSA	621.47
EFT	08/31/24	PERA (estimate)	8/31 PERA (estimate)	7,562.82
EFT	08/31/24	Empower Retirement	August Health Care Savings (estimate)	1,216.94
Total				<u>\$230,049.47</u>

Rice Creek Watershed District
Interim Financial Statements

August 31, 2024



4810 White Bear Parkway White Bear Lake, MN 55110 651.426.7000 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 Budget Status Report
Administrative & Program Budget
Fiscal Year 2024
8/31/2024

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	\$33,750.00	-	\$2,500.00	\$16,750.00	\$17,000.00	49.63%
	Manager expenses	4010	8,000.00	-	288.23	2,645.41	5,354.59	33.07%
Committees	Committee/Bd Mtg. Exp.	4800	-	-	-	-	-	-
Employees	Staff salary/taxes/benefits	4100-4140	251,775.00	-	18,487.15	160,026.84	91,748.16	63.56%
	District training & education	4265	10,000.00	-	-	790.01	9,209.99	7.90%
	Employee expenses	4320-4321	1,100.00	-	21.44	622.03	477.97	56.55%
Administration/ Office	Office/Meeting/Software	4200-4205	5,818.00	-	1,137.92	2,307.80	3,510.20	39.67%
	Printing	4208	500.00	-	-	-	500.00	0.00%
	Rent/Office	4210	22,200.00	-	1,723.45	15,511.05	6,688.95	69.87%
	Telecommunications	4240	7,500.00	-	259.10	3,491.54	4,008.46	46.55%
	Dues	4245	15,642.00	-	-	12,500.00	3,142.00	79.91%
	Publications	4250	200.00	-	-	-	200.00	0.00%
	Insurance	4270	8,000.00	-	139.20000	7,147.40	852.60	89.34%
	Postage	4280	1,100.00	-	-	-	1,100.00	0.00%
	Legal Notices	4290	1,500.00	-	1,115.160	1,115.160	384.84	74.34%
	Office Equipment/Lease	4635	4,450.00	-	129.75	1,238.18	3,211.82	27.82%
	Sub-Total-Administration:			371,535.00	-	25,801.40	224,145.42	147,389.58
Consultants	Auditor/Accounting	4330	21,000.00	-	822.00	13,600.78	7,399.22	64.77%
	Legal	4410	50,000.00	-	2,644.06	20,407.84	29,592.16	40.82%
	Consultants/Professional Serv.	4420	25,000.00	-	845.61	11,604.09	13,395.91	46.42%
	Engineering-General	4500	56,000.00	-	3,400.00	24,028.50	31,971.50	42.91%
Sub-Total-Consultants:			152,000.00	-	7,711.67	69,641.21	82,358.79	45.82%
TOTAL			\$523,535.00	-	\$33,513.07	\$293,786.63	\$229,748.37	56.12%

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2024
8/31/2024

Revenue/Expenditures By Project	2024 Budget	2024 Year to date Revenue	2024 Current Month Expense	2024 Year to date Expense	Current Budget Balance	Percent of Budget
10 - General and Administrative	\$523,535.00	\$344,550.06	\$33,513.07	\$293,786.63	\$523,535.00	0.00%
30 - Environmental Education	254,068.00	128,336.93	16,742.84	148,392.72	105,675.28	58.41%
35 - Information Management	271,146.00	148,220.55	11,316.30	103,062.99	168,083.01	38.01%
60 - Restoration Projects	2,165,193.00	1,217,663.20	25,358.36	680,622.13	1,484,570.87	31.43%
70 - Regulatory	1,590,761.00	795,529.56	70,155.93	701,392.22	889,368.78	44.09%
80 - Ditch & Creek Maintenance	1,741,000.00	818,778.71	59,530.64	863,522.31	877,477.69	49.60%
90 - Lake & Stream Management	1,147,001.00	528,197.03	73,306.80	508,971.00	638,030.00	44.37%
95 - District Facilities	641,635.00	280,460.83	22,926.18	159,576.08	482,058.92	24.87%
Total District Revenue/Expenditures	\$8,334,339.00	\$4,261,736.87	\$312,850.12	\$3,459,326.08	\$5,168,799.55	41.51%

Current Fund Balances:

Fund:	Fund Balance @ 12/31/2023	2024 Fund Balance Transfers	2024 Year to date Revenue	2024 Current Month Expense	2024 Year to date Expense	Fund Balance @ 8/31/2024
10 - General Fund	\$494,336.97	-	344,550.06	\$33,513.07	\$293,786.63	\$545,100.40
30 - Environmental Education	267,417.49	-	128,336.93	16,742.84	148,392.72	247,361.70
35 - Information Management	304,261.14	-	148,220.55	11,316.30	103,062.99	349,418.70
60 - Restoration Projects	2,577,070.33	-	1,217,663.20	25,358.36	680,622.13	3,114,111.40
70 - Regulatory	778,726.26	-	795,529.56	70,155.93	701,392.22	872,863.60
80 - Ditch & Creek Maintenance	1,569,947.45	-	818,778.71	59,530.64	863,522.31	1,525,203.85
90 - Lake & Stream Management	980,975.03	-	528,197.03	73,306.80	508,971.00	1,000,201.06
95 - District Facilities	906,117.47	-	280,460.83	22,926.18	159,576.08	1,027,002.22
99 - Project Anticipation	4,500,000.00	-	-	-	-	4,500,000.00
Total District Fund Balance:	\$12,378,852.14	-	\$4,261,736.87	\$312,850.12	\$3,459,326.08	\$13,181,262.93

Rice Creek Watershed District
Statement of Revenue and Expenditures - General Fund - 10
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>GENERAL FUND - 10-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 257,999.99	494,658.00	(236,658.01)
Interest Revenue	0.00	15,311.31	0.00	15,311.31
Investment Interest-Surety	0.00	63,104.39	28,877.00	34,227.39
Investment Income	0.00	8,134.37	0.00	8,134.37
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Total Revenues	0.00	344,550.06	523,535.00	(178,984.94)
Expenses				
Manager Per Diem	2,500.00	16,750.00	33,750.00	(17,000.00)
Manager Expense	0.00	840.06	3,500.00	(2,659.94)
Manager Travel	288.23	1,805.35	4,500.00	(2,694.65)
Wages	13,751.91	110,603.79	172,334.00	(61,730.21)
Benefits	2,506.84	23,329.09	32,192.00	(8,862.91)
PERA Expense	1,030.10	8,203.27	12,925.00	(4,721.73)
HCSA Contributions	0.00	7,497.74	15,640.00	(8,142.26)
Payroll Taxes	1,150.98	9,165.60	13,184.00	(4,018.40)
Payroll Taxes-Unemployment	47.32	1,227.35	5,500.00	(4,272.65)
Office Supplies	1,038.45	1,531.96	2,450.00	(918.04)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	0.00	0.00	250.00	(250.00)
Meeting Supplies	81.97	575.84	2,868.00	(2,292.16)
Printing	0.00	0.00	500.00	(500.00)
Rent	1,723.45	15,511.05	22,200.00	(6,688.95)
Telecommunications	259.10	3,491.54	7,500.00	(4,008.46)
Dues	0.00	12,500.00	15,642.00	(3,142.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	0.00	790.01	10,000.00	(9,209.99)
Insurance & Bonds	139.20	7,147.40	8,000.00	(852.60)
Postage	0.00	0.00	1,100.00	(1,100.00)
Legal Notices	1,115.16	1,115.16	1,500.00	(384.84)
Staff Travel	21.44	622.03	1,100.00	(477.97)
Audit & Accounting	822.00	13,600.78	21,000.00	(7,399.22)
Professional Services	845.61	8,598.27	20,000.00	(11,401.73)
Contracted Services	0.00	3,005.82	5,000.00	(1,994.18)
Legal	2,644.06	20,407.84	50,000.00	(29,592.16)
Engineering	3,400.00	24,028.50	56,000.00	(31,971.50)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	0.00	79.99	2,000.00	(1,920.01)
Equipment Lease	129.75	1,158.19	2,200.00	(1,041.81)
Bank Charges	17.50	200.00	0.00	200.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	33,513.07	293,786.63	523,535.00	(229,748.37)
Total Revenues Over/(Under)				
Expenditures - General Fund	(33,513.07)	50,763.43	0.00	50,763.43
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Total Revenue Over/(Under) Expenditur	\$ (33,513.07)	50,763.43	0.00	50,763.43
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Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>COMMUNICATION & OUTREACH - 30-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 82,352.60	157,055.00	(74,702.40)
Interest Income	0.00	6,992.57	14,014.00	(7,021.43)
Investment Income	0.00	3,714.92	0.00	3,714.92
Total Revenues	<u>0.00</u>	<u>93,060.09</u>	<u>171,069.00</u>	<u>(78,008.91)</u>
Expenses				
Wages	7,913.94	66,263.24	91,332.00	(25,068.76)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	822.16	7,426.23	10,006.00	(2,579.77)
PERA Expense	293.00	4,413.72	6,850.00	(2,436.28)
Payroll Taxes	889.36	4,977.58	7,379.00	(2,401.42)
Office Supplies	38.46	251.51	1,225.00	(973.49)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	86.41	86.41	1,000.00	(913.59)
Meeting Supplies	0.00	12.57	500.00	(487.43)
Printing	0.00	208.11	250.00	(41.89)
Rent	861.72	7,755.48	11,100.00	(3,344.52)
Telecommunications	129.55	1,884.44	3,750.00	(1,865.56)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	0.00	3,514.11	5,000.00	(1,485.89)
Insurance and Bonds	69.60	3,573.70	4,000.00	(426.30)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	27.87	253.26	550.00	(296.74)
Audit & Accounting	411.00	6,800.39	10,500.00	(3,699.61)
Professional Services	0.00	600.00	2,500.00	(1,900.00)
Contracted Services	0.00	1,125.82	5,000.00	(3,874.18)
Legal	0.00	3,517.33	1,000.00	2,517.33
Engineering	0.00	0.00	500.00	(500.00)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	58.50	58.50	1,000.00	(941.50)
Equipment-Lease	64.88	579.11	1,100.00	(520.89)
Total Expenses	<u>11,666.45</u>	<u>113,301.51</u>	<u>171,069.00</u>	<u>(57,767.49)</u>
Total Revenues Over/(Under)				
Expenditures - Communication:	<u>(11,666.45)</u>	<u>(20,241.42)</u>	<u>0.00</u>	<u>(20,241.42)</u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>WATERSHED COMMUNICATION & OUTREACH - 30-02</u>				
Revenues				
General Property Tax	0.00	7,335.36	14,200.00	(6,864.64)
Total Revenues	0.00	7,335.36	14,200.00	(6,864.64)
Expenses				
Office Supplies	0.00	19.58	0.00	19.58
Computer Software	15.24	60.96	1,000.00	(939.04)
Printing	104.93	104.93	1,500.00	(1,395.07)
Training & Education	134.52	4,539.49	8,500.00	(3,960.51)
Legal	188.30	2,145.26	4,000.00	(1,854.74)
Total expenses	442.99	6,870.22	15,000.00	(8,129.78)
Total Revenues Over/(Under)				
Expenditures - Watershed Communicati	(442.99)	465.14	(800.00)	1,265.14

MASTER WATER STEWARD PROGRAM - 30-03

Revenues				
General Property Tax	0.00	4,907.45	9,500.00	(4,592.55)
Total Revenues	0.00	4,907.45	9,500.00	(4,592.55)
Expenses				
Field Supplies	0.00	109.00	0.00	109.00
Training & Education	0.00	293.27	3,000.00	(2,706.73)
Contracted Services	3,000.00	3,000.00	12,000.00	(9,000.00)
Legal Fees	0.00	538.00	0.00	538.00
Construction	0.00	314.20	0.00	314.20
Total expenses	3,000.00	4,254.47	15,000.00	(10,745.53)
Total Revenues Over/(Under)				
Expenditures - Master Water:	(3,000.00)	652.98	(5,500.00)	6,152.98

OUTREACH PARTNERSHIPS - 30-04

Revenues				
General Property Tax	0.00	14,464.07	28,000.00	(13,535.93)
Total Revenues	0.00	14,464.07	28,000.00	(13,535.93)
Expenses				
Training & Education	0.00	2,975.00	7,000.00	(4,025.00)
Contracted Services	1,133.40	15,964.30	25,000.00	(9,035.70)
Total expenses	1,133.40	18,939.30	32,000.00	(13,060.70)
Total Revenues Over/(Under)				
Expenditures - Outreach:	(1,133.40)	(4,475.23)	(4,000.00)	(475.23)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>MINI-GRANTS PROGRAM - 30-05</u>				
Revenues				
General Property Tax	0.00	4,458.03	8,630.00	(4,171.97)
Total Revenues	0.00	4,458.03	8,630.00	(4,171.97)
Expenses				
Construction	500.00	3,349.89	10,000.00	(6,650.11)
Total expenses	500.00	3,349.89	10,000.00	(6,650.11)
Total Revenues Over/(Under)				
Expenditures - Mini-Grants:	(500.00)	1,108.14	(1,370.00)	2,478.14
 <u>ENGINEERING & TECHNICAL SUPPORT - 30-06</u>				
Revenues				
General Property Tax	0.00	2,820.49	5,460.00	(2,639.51)
Total Revenues	0.00	2,820.49	5,460.00	(2,639.51)
Expenses				
Professional Services	0.00	675.00	0.00	675.00
Engineering	0.00	1,002.33	6,000.00	(4,997.67)
Total expenses	0.00	1,677.33	6,000.00	(4,322.67)
Total Revenues Over/(Under)				
Expenditures - Eng. & Technical:	0.00	1,143.16	(540.00)	1,683.16
 <u>WATERSHED PLAN MAINTENANCE - 30-08</u>				
Revenues				
General Property Tax	0.00	1,291.44	2,500.00	(1,208.56)
Total Revenues	0.00	1,291.44	2,500.00	(1,208.56)
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)
Total Revenues Over/(Under)				
Expenditures - Watershed Plan:	0.00	1,291.44	(2,500.00)	3,791.44
Total Revenue Over/(Under) Expenditur	\$ (16,742.84)	\$ (20,055.79)	(14,710.00)	(5,345.79)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information Management - 35
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>INFORMATION MANAGEMENT - 35-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 74,091.77	141,191.00	(67,099.23)
Interest Revenue	0.00	9,614.77	14,956.00	(5,341.23)
Investment Interest	0.00	5,108.00	0.00	5,108.00
Total Revenues	<u>0.00</u>	<u>88,814.54</u>	<u>156,147.00</u>	<u>(67,332.46)</u>
Expenses				
Wages	1,883.87	13,935.51	30,407.00	(16,471.49)
Benefits	144.94	1,591.95	4,070.00	(2,478.05)
PERA Expense	141.29	1,026.48	2,281.00	(1,254.52)
Payroll Taxes	122.08	1,031.76	2,326.00	(1,294.24)
Office Supplies	0.00	130.59	613.00	(482.41)
Computer Software	26.50	7,565.44	11,000.00	(3,434.56)
Printing	0.00	0.00	125.00	(125.00)
Rent	430.86	3,877.74	5,550.00	(1,672.26)
Telecommunications	64.77	934.37	1,875.00	(940.63)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	199.00	609.68	2,500.00	(1,890.32)
Insurance and Bonds	34.80	1,786.85	2,000.00	(213.15)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Audit & Accounting	205.50	3,400.20	5,250.00	(1,849.80)
Professional Services	7,308.91	31,477.30	53,000.00	(21,522.70)
Contracted Services	0.00	0.00	1,500.00	(1,500.00)
Recruitment	0.00	41.98	0.00	41.98
Legal	0.00	752.49	500.00	252.49
Engineering	0.00	0.00	500.00	(500.00)
Computer Equipment	218.84	28,973.36	30,000.00	(1,026.64)
Equipment	0.00	0.00	1,500.00	(1,500.00)
Equipment Lease	32.44	289.57	550.00	(260.43)
Total Expenses	<u>10,813.80</u>	<u>97,425.27</u>	<u>156,147.00</u>	<u>(58,721.73)</u>
Total Revenues Over/(Under)				
Expenditures - Information Management	<u>(10,813.80)</u>	<u>(8,610.73)</u>	<u>0.00</u>	<u>(8,610.73)</u>

BOUNDARY MANAGEMENT PROGRAM - 35-03

Revenues				
General Property Tax	0.00	2,582.87	5,000.00	(2,417.13)
Total Revenues	<u>0.00</u>	<u>2,582.87</u>	<u>5,000.00</u>	<u>(2,417.13)</u>
Expenses				
Legal	0.00	0.00	2,500.00	(2,500.00)
Engineering	0.00	768.75	2,500.00	(1,731.25)
Total Expenses	<u>0.00</u>	<u>768.75</u>	<u>5,000.00</u>	<u>(4,231.25)</u>
Total Revenues Over/(Under)				
Expenditures - Boundary Mgmt:	<u>0.00</u>	<u>1,814.12</u>	<u>0.00</u>	<u>1,814.12</u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information Management - 35
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT-WIDE MODEL - 35-04</u>				
Revenues				
General Property Tax	0.00	20,662.96	40,000.00	(19,337.04)
Total Revenues	0.00	20,662.96	40,000.00	(19,337.04)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	(16,897.75)	35,000.00	(51,897.75)
Total Expenses	0.00	(16,897.75)	40,000.00	(56,897.75)
Total Revenues Over/(Under)				
Expenditures - District-Wide Model:	0.00	37,560.71	0.00	37,560.71
<u>DATABASE & VIEWER MAINTENANCE - 35-05</u>				
Revenues				
General Property Tax	0.00	33,577.31	65,000.00	(31,422.69)
Total Revenues	0.00	33,577.31	65,000.00	(31,422.69)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	502.50	18,759.75	60,000.00	(41,240.25)
Construction Expense	0.00	500.00	0.00	500.00
Total expenses	502.50	19,259.75	65,000.00	(45,740.25)
Total Revenues Over/(Under)				
Expenditures - Database & Viewer:	(502.50)	14,317.56	0.00	14,317.56
<u>DISTRICT WEBSITE - 35-15</u>				
Revenues				
General Property Tax	0.00	2,582.87	5,000.00	(2,417.13)
Total Revenues	0.00	2,582.87	5,000.00	(2,417.13)
Expenses				
Professional Services	0.00	2,506.97	3,000.00	(493.03)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Total expenses	0.00	2,506.97	5,000.00	(2,493.03)
Total Revenues Over/(Under)				
Expenditures - District Website:	0.00	75.90	0.00	75.90
Total Revenue Over/(Under) Expenditur	\$ (11,316.30)	\$ 45,157.56	0.00	45,157.56

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>RESTORATION PROJECTS - 60-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 140,497.28	261,978.00	(121,480.72)
Interest Revenue	0.00	61,697.32	119,427.00	(57,729.68)
Investment Interest	0.00	32,777.76	0.00	32,777.76
Total Revenues	0.00	234,972.36	381,405.00	(146,432.64)
Expenses				
Wages	10,415.80	76,842.90	227,542.00	(150,699.10)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	1,223.14	10,875.52	30,496.00	(19,620.48)
PERA Expense	354.79	5,304.76	17,066.00	(11,761.24)
Payroll Taxes	1,186.45	5,983.85	17,799.00	(11,815.15)
Office Supplies	112.68	347.11	1,225.00	(877.89)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	110.00	250.00	(140.00)
Rent	861.72	7,755.48	11,100.00	(3,344.52)
Telecommunications	129.55	1,892.25	3,750.00	(1,857.75)
Publications	0.00	72.00	100.00	(28.00)
Training & Education	0.00	566.37	5,000.00	(4,433.63)
Insurance and Bonds	139.20	3,643.30	4,000.00	(356.70)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	40.56	1,000.00	(959.44)
Staff Travel	0.00	0.00	550.00	(550.00)
Vehicle	133.00	559.83	15,000.00	(14,440.17)
Audit & Accounting	411.00	6,800.39	10,500.00	(3,699.61)
Professional Services	0.00	1,670.52	12,000.00	(10,329.48)
Contracted Services	450.50	2,034.22	7,500.00	(5,465.78)
Recruitment	0.00	908.02	0.00	908.02
Legal	0.00	582.10	2,000.00	(1,417.90)
Engineering	1,077.00	3,089.25	5,000.00	(1,910.75)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	64.88	579.11	1,100.00	(520.89)
Total Expenses	16,559.71	129,657.54	381,405.00	(251,747.46)
Total Revenues Over/(Under)				
Expenditures - Restoration Projects:	(16,559.71)	105,314.82	0.00	105,314.82
<u>ANOKA CHAIN OF LAKES WATER MGMT. PROJECT - 60-01</u>				
Revenues				
General Property Tax	0.00	131,829.67	255,200.00	(123,370.33)
Grant Income	0.00	477,250.00	0.00	477,250.00
Total Revenues	0.00	609,079.67	255,200.00	353,879.67
Expenses				
Printing	0.00	76.50	0.00	76.50
Legal	0.00	4,492.30	10,000.00	(5,507.70)
Engineering	154.00	22,190.05	30,000.00	(7,809.95)
Construction	0.00	464,234.24	260,000.00	204,234.24
Total expenses	154.00	490,993.09	300,000.00	190,993.09
Total Revenues Over/(Under)				
Expenditures - Anoka Chain:	(154.00)	118,086.58	(44,800.00)	162,886.58

Substantially all disclosures required by generally accepted accounting principles are not included.

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LOWER RC WATER MGMT. PROJECT - 60-03</u>				
Revenues				
General Property Tax	0.00	38,743.04	75,000.00	(36,256.96)
Total Revenues	0.00	38,743.04	75,000.00	(36,256.96)
Expenses				
Engineering	0.00	0.00	40,000.00	(40,000.00)
Construction	150.00	3,096.97	135,000.00	(131,903.03)
Total expenses	150.00	3,096.97	175,000.00	(171,903.03)
Total Revenues Over/(Under)				
Expenditures - Lower RC:	(150.00)	35,646.07	(100,000.00)	135,646.07
 <u>MIDDLE RC WATER MGMT. PROJECT - 60-04</u>				
Revenues				
General Property Tax	0.00	0.00	(15,000.00)	15,000.00
Total Revenues	0.00	0.00	(15,000.00)	15,000.00
Expenses				
Engineering	0.00	0.00	5,000.00	(5,000.00)
Construction	0.00	0.00	5,000.00	(5,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Middle RC Water Mgmt.	0.00	0.00	(25,000.00)	25,000.00
 <u>BALD EAGLE LAKE (BEL) WMD - 60-05</u>				
Revenues				
Special Assessments	0.00	222.75	0.00	222.75
Total Revenues	0.00	222.75	0.00	222.75
Expenses				
Contracted Services	0.00	3,508.08	0.00	3,508.08
Engineering	0.00	0.00	4,000.00	(4,000.00)
Construction Expense	0.00	0.00	27,789.00	(27,789.00)
Total expenses	0.00	3,508.08	31,789.00	(28,280.92)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake WMD:	0.00	(3,285.33)	(31,789.00)	28,503.67

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>BALD EAGLE LAKE WATER MGMT. PROJECT - 60-06</u>				
Revenues				
General Property Tax	0.00	43,908.79	85,000.00	(41,091.21)
Total Revenues	0.00	43,908.79	85,000.00	(41,091.21)
Expenses				
Legal	161.40	161.40	0.00	161.40
Engineering	0.00	0.00	50,000.00	(50,000.00)
Construction	0.00	0.00	60,000.00	(60,000.00)
Total expenses	161.40	161.40	110,000.00	(109,838.60)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake:	(161.40)	43,747.39	(25,000.00)	68,747.39
<u>RCD 2, 3 & 5 BASIC WATER MGMT. PROJECT - 60-08</u>				
Revenues				
General Property Tax	0.00	51,657.40	100,000.00	(48,342.60)
Total Revenues	0.00	51,657.40	100,000.00	(48,342.60)
Expenses				
Legal	0.00	107.60	5,000.00	(4,892.40)
Engineering	0.00	17,466.50	95,000.00	(77,533.50)
Construction Services	0.00	0.00	100,000.00	(100,000.00)
Total expenses	0.00	17,574.10	200,000.00	(182,425.90)
Total Revenues Over/(Under)				
Expenditures - Basic Water Mgmt. Proje	0.00	34,083.30	(100,000.00)	134,083.30
<u>REGIONAL WATER MGMT.PARTNERSHIP PROJECTS - 60-11</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
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	500.00	(500.00)
Engineering	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	0.00	29,000.00	(29,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Regional Water Mgmt.	0.00	0.00	(50,000.00)	50,000.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>STORMWATER MGMT. COST SHARE - 60-15</u>				
Revenues				
General Property Tax	0.00	160,508.30	310,717.00	(150,208.70)
Total Revenues	0.00	160,508.30	310,717.00	(150,208.70)
Expenses				
Legal Notices	0.00	888.95	3,000.00	(2,111.05)
Engineering	0.00	7,828.75	18,000.00	(10,171.25)
Construction	0.00	0.00	611,000.00	(611,000.00)
Total expenses	0.00	8,717.70	632,000.00	(623,282.30)
Total Revenues Over/(Under)				
Expenditures - Stormwater Mgmt.:	0.00	151,790.60	(321,283.00)	473,073.60
 <u>SW URBAN LAKES IMPLEMENTATION - 60-24</u>				
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	500.00	(500.00)
Engineering	0.00	384.00	19,000.00	(18,616.00)
Construction	0.00	0.00	55,000.00	(55,000.00)
Total expenses	0.00	384.00	75,000.00	(74,616.00)
Total Revenues Over/(Under)				
Expenditures - Southwest Urban Lake	0.00	(384.00)	(75,000.00)	74,616.00
 <u>CLEAR LAKE WATER MGMT.PROJECT - 60-29</u>				
Revenues				
General Property Tax	0.00	33,370.68	64,600.00	(31,229.32)
Total Revenues	0.00	33,370.68	64,600.00	(31,229.32)
Expenses				
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Construction	0.00	0.00	65,000.00	(65,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Clear Lake Water Mgmt.	0.00	33,370.68	(10,400.00)	43,770.68

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>STORMWATER MASTER PLANNING - 60-35</u>				
Revenues				
General Property Tax	0.00	12,914.35	25,000.00	(12,085.65)
Total Revenues	<u>0.00</u>	<u>12,914.35</u>	<u>25,000.00</u>	<u>(12,085.65)</u>
Total Revenues Over/(Under)				
Contracted Services	0.00	0.00	7,000.00	(7,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	632.25	5,047.25	40,000.00	(34,952.75)
Total expenses	<u>632.25</u>	<u>5,047.25</u>	<u>50,000.00</u>	<u>(44,952.75)</u>
Total Revenues Over/(Under)				
Expenditures - Stormwater Master:	<u>(632.25)</u>	<u>7,867.10</u>	<u>(25,000.00)</u>	<u>32,867.10</u>
 <u>MUNICIPAL CIP EARLY COORDINATION - 60-36</u>				
Revenues				
General Property Tax	0.00	2,582.87	5,000.00	(2,417.13)
Total Revenues	<u>0.00</u>	<u>2,582.87</u>	<u>5,000.00</u>	<u>(2,417.13)</u>
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	157.50	8,000.00	(7,842.50)
Total expenses	<u>0.00</u>	<u>157.50</u>	<u>10,000.00</u>	<u>(9,842.50)</u>
Total Revenues Over/(Under)				
Expenditures - Municipal CIP:	<u>0.00</u>	<u>2,425.37</u>	<u>(5,000.00)</u>	<u>7,425.37</u>
 <u>GROUNDWATER MGMT. & STORMWATER REUSE - 60-37</u>				
Revenues				
General Property Tax	0.00	29,703.01	57,500.00	(27,796.99)
Total Revenues	<u>0.00</u>	<u>29,703.01</u>	<u>57,500.00</u>	<u>(27,796.99)</u>
Expenses				
Contracted Services	0.00	0.00	59,000.00	(59,000.00)
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	7,701.00	21,324.50	3,000.00	18,324.50
Total expenses	<u>7,701.00</u>	<u>21,324.50</u>	<u>65,000.00</u>	<u>(43,675.50)</u>
Total Revenues Over/(Under)				
Expenditures - Groundwater Mgmt.:	<u>(7,701.00)</u>	<u>8,378.51</u>	<u>(7,500.00)</u>	<u>15,878.51</u>
Total Revenue Over/(Under) Expenditur	<u><u>\$ (25,358.36)</u></u>	<u><u>\$ 537,041.09</u></u>	<u><u>(820,772.00)</u></u>	<u><u>1,357,813.09</u></u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory - 70
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>REGULATORY - 70-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 266,240.55	503,018.00	(236,777.45)
Interest Revenue	0.00	43,085.63	87,743.00	(44,657.37)
Investment Interest	0.00	22,889.98	0.00	22,889.98
Total Revenues	0.00	332,216.16	590,761.00	(258,544.84)
Expenses				
Wages	27,273.64	186,479.24	347,478.00	(160,998.76)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	3,626.08	29,193.93	50,558.00	(21,364.07)
PERA Expense	1,014.83	13,305.08	26,061.00	(12,755.92)
Payroll Taxes	2,884.88	15,369.17	26,974.00	(11,604.83)
Office Supplies	96.14	818.76	3,063.00	(2,244.24)
Field Supplies	0.00	818.74	500.00	318.74
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	165.00	625.00	(460.00)
Rent	2,154.31	19,388.79	27,750.00	(8,361.21)
Telecommunications	323.87	4,711.10	9,375.00	(4,663.90)
Publications	0.00	0.00	250.00	(250.00)
Training & Education	505.00	4,330.82	12,500.00	(8,169.18)
Insurance and Bonds	174.00	8,934.25	10,000.00	(1,065.75)
Postage	0.00	0.00	1,375.00	(1,375.00)
Legal Notices	0.00	0.00	500.00	(500.00)
Staff Travel	28.01	28.01	1,375.00	(1,346.99)
Vehicle	216.52	701.87	15,000.00	(14,298.13)
Audit & Accounting	1,027.50	17,000.98	26,250.00	(9,249.02)
Professional Services	0.00	1,500.00	3,000.00	(1,500.00)
Contracted Services	0.00	2,639.52	12,500.00	(9,860.48)
Recruitment	0.00	950.00	0.00	950.00
Legal	0.00	268.20	2,500.00	(2,231.80)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	162.19	1,447.73	2,750.00	(1,302.27)
Total Expenses	39,486.97	308,051.19	590,761.00	(282,709.81)
Total Revenues Over/(Under)				
Expenditures - Regulatory Management	(39,486.97)	24,164.97	0.00	24,164.97
<u>RULE REVISION & PERMIT GUIDANCE - 70-01</u>				
Revenues				
General Property Tax	0.00	20,662.96	40,000.00	(19,337.04)
Total Revenues	0.00	20,662.96	40,000.00	(19,337.04)
Expenses				
Legal	5,086.01	8,439.61	20,000.00	(11,560.39)
Engineering	1,338.00	22,937.35	30,000.00	(7,062.65)
Total Expenses	6,424.01	31,376.96	50,000.00	(18,623.04)
Total Revenues Over/(Under)				
Expenditures - Rule/Permit:	(6,424.01)	(10,714.00)	(10,000.00)	(714.00)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory - 70
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>PERMIT REVIEW, INSPECT & COOR. - 70-03</u>				
Revenues				
General Property Tax	0.00	388,810.72	752,672.00	(363,861.28)
Permit Fees	7,506.45	51,606.45	85,528.00	(33,921.55)
Income-Rule C Reviews	0.00	2,233.25	0.00	2,233.25
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Total Revenues	7,506.45	442,650.42	838,200.00	(395,549.58)
Expenses				
Contracted Services	0.00	16,019.34	60,000.00	(43,980.66)
Legal	349.70	9,500.99	45,000.00	(35,499.01)
Legal-Audit	0.00	0.00	5,000.00	(5,000.00)
Engineering	23,895.25	324,638.99	800,000.00	(475,361.01)
Engineering-Reporting	0.00	11,804.75	20,000.00	(8,195.25)
Engineering-Audit	0.00	0.00	20,000.00	(20,000.00)
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Total expenses	24,244.95	361,964.07	950,000.00	(588,035.93)
Total Revenues Over/(Under)				
Expenditures - Permit Review	(16,738.50)	80,686.35	(111,800.00)	192,486.35
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Total Revenue Over/(Under) Expenditur	\$ (62,649.48)	\$ 94,137.32	(121,800.00)	215,937.32
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Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DITCH & CREEK MAINTENANCE - 80-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 141,007.43	202,194.00	(61,186.57)
Interest Revenue	0.00	61,667.17	96,029.00	(34,361.83)
Investment Interest	0.00	32,761.72	0.00	32,761.72
Miscellaneous Income	0.00	59,650.00	0.00	59,650.00
Total Revenues	<u>0.00</u>	<u>295,086.32</u>	<u>298,223.00</u>	<u>(3,136.68)</u>
Expenses				
Wages	13,730.05	102,832.03	175,847.00	(73,014.97)
Benefits	1,480.32	14,241.70	22,385.00	(8,143.30)
PERA Expense	420.00	6,904.15	13,189.00	(6,284.85)
Payroll Taxes	1,619.91	8,299.86	13,452.00	(5,152.14)
Office Supplies	142.68	1,084.73	1,838.00	(753.27)
Field Supplies	0.00	5.94	250.00	(244.06)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	110.00	375.00	(265.00)
Rent	1,292.59	11,633.31	16,650.00	(5,016.69)
Telecommunications	194.32	3,194.26	5,625.00	(2,430.74)
Publications	0.00	42.00	150.00	(108.00)
Training & Education	0.00	569.02	7,500.00	(6,930.98)
Insurance and Bonds	104.40	5,360.55	6,000.00	(639.45)
Postage	0.00	0.00	825.00	(825.00)
Legal Notices	0.00	0.00	750.00	(750.00)
Staff Travel	0.00	154.97	825.00	(670.03)
Vehicle	133.00	916.40	15,000.00	(14,083.60)
Audit & Accounting	616.50	10,200.58	15,750.00	(5,549.42)
Professional Services	272.45	2,802.25	9,000.00	(6,197.75)
Contracted Services	450.51	2,034.23	8,500.00	(6,465.77)
Legal	161.40	429.61	5,000.00	(4,570.39)
Engineering	0.00	1,143.75	7,500.00	(6,356.25)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	97.31	868.63	1,650.00	(781.37)
Total Expenses	<u>20,715.44</u>	<u>172,827.97</u>	<u>330,811.00</u>	<u>(157,983.03)</u>
Total Revenues Over/(Under)				
Expenditures - Ditch & Creek:	<u>(20,715.44)</u>	<u>122,258.35</u>	<u>(32,588.00)</u>	<u>154,846.35</u>

NATURAL WATERWAY MGMT. - 80-01

Revenues				
General Property Taxes	0.00	2,856.66	8,612.00	(5,755.34)
Total Revenues	<u>0.00</u>	<u>2,856.66</u>	<u>8,612.00</u>	<u>(5,755.34)</u>
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	<u>0.00</u>	<u>0.00</u>	<u>10,000.00</u>	<u>(10,000.00)</u>
Total Revenues Over/(Under)				
Expenditures - Natural Waterway:	<u>0.00</u>	<u>2,856.66</u>	<u>(1,388.00)</u>	<u>4,244.66</u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DITCHES - MAINTENANCE - 80-02</u>				
Revenues				
General Property Tax	0.00	177,169.35	288,502.00	(111,332.65)
Total Revenues	0.00	177,169.35	288,502.00	(111,332.65)
Expenses				
Field Supplies	526.72	805.78	7,000.00	(6,194.22)
Vehicle	31.79	233.41	7,000.00	(6,766.59)
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Contracted Services	22,087.50	237,729.01	240,000.00	(2,270.99)
Legal	0.00	161.40	10,000.00	(9,838.60)
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	251.01	11,345.73	40,000.00	(28,654.27)
Equipment	0.00	4,235.23	10,000.00	(5,764.77)
Total expenses	22,897.02	254,510.56	335,000.00	(80,489.44)
Total Revenues Over/(Under)				
Expenditures - Ditches - Maintenance:	(22,897.02)	(77,341.21)	(46,498.00)	(30,843.21)
<u>REPAIR REPORTS & STUDIES - 80-03</u>				
Revenues				
General Property Tax	0.00	103,410.88	172,240.00	(68,829.12)
Total Revenues	0.00	103,410.88	172,240.00	(68,829.12)
Expenses				
Printing	0.00	458.60	0.00	458.60
Legal Notices	0.00	1,125.16	10,000.00	(8,874.84)
Legal	869.40	4,720.90	40,000.00	(35,279.10)
Engineering	9,048.00	135,099.99	145,000.00	(9,900.01)
Wetland Credits	0.00	0.00	5,000.00	(5,000.00)
Total expenses	9,917.40	141,404.65	200,000.00	(58,595.35)
Total Revenues Over/(Under)				
Expenditures - Repair Reports	(9,917.40)	(37,993.77)	(27,760.00)	(10,233.77)
<u>ACD 10-22-32 WMD - 80-04</u>				
Revenues				
Special Assessments	0.00	210.95	0.00	210.95
Total Revenues	0.00	210.95	0.00	210.95
Expenses				
Contracted Services	0.00	0.00	14,124.00	(14,124.00)
Total expenses	0.00	0.00	14,124.00	(14,124.00)
Total Revenues Over/(Under)				
Expenditures - ACD 10-22-32	0.00	210.95	(14,124.00)	14,334.95

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 31 WMD - 80-05</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under)				
Expenditures - ACD 31:WMD:	0.00	0.00	0.00	0.00
<u>ACD 46 WMD - 80-06</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Contracted Services	0.00	11,990.00	39,710.00	(27,720.00)
Total expenses	0.00	11,990.00	39,710.00	(27,720.00)
Total Revenues Over/(Under)				
Expenditures - ACD 46 WMD:	0.00	(11,990.00)	(39,710.00)	27,720.00
<u>RCD 4 WMD - 80-07</u>				
Revenues				
Special Assessments	0.00	5,224.45	0.00	5,224.45
ROW Charges	15,547.63	15,547.63	0.00	15,547.63
Total Revenues	15,547.63	20,772.08	0.00	20,772.08
Expenses				
Legal Fees	272.16	340.20	0.00	340.20
Engineering	3,193.86	17,190.21	0.00	17,190.21
Construction	224.08	224.08	145,000.00	(144,775.92)
Total expenses	3,690.10	17,754.49	145,000.00	(127,245.51)
Total Revenues Over/(Under)				
Expenditures - RCD 4 WMD:	11,857.53	3,017.59	(145,000.00)	148,017.59

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>RCD 4 REPAIR - 80-08</u>				
Revenues				
General Property Tax	0.00	37,136.50	81,814.00	(44,677.50)
Total Revenues	0.00	37,136.50	81,814.00	(44,677.50)
Expenses				
Legal Notices	0.00	1,326.40	0.00	1,326.40
Legal	181.44	226.80	5,000.00	(4,773.20)
Engineering	2,129.24	11,361.14	90,000.00	(78,638.86)
Total expenses	2,310.68	12,914.34	95,000.00	(82,085.66)
Total Revenues Over/(Under) Expenditures - RCD 4 Repair:	(2,310.68)	24,222.16	(13,186.00)	37,408.16
 <u>MUNICIPAL PDS MAINTENANCE - 80-15</u>				
Revenues				
General Property Tax	0.00	17,139.92	43,060.00	(25,920.08)
Total Revenues	0.00	17,139.92	43,060.00	(25,920.08)
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)
Total Revenues Over/(Under) Expenditures - Municipal PDS	0.00	17,139.92	(6,940.00)	24,079.92
 <u>WJD BRANCH 1/2 REPAIR - 80-20</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Total expenses	0.00	0.00	0.00	0.00
Total Revenues Over/(Under) Expenditures - WJD Branch 1/2:	0.00	0.00	0.00	0.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>AWJD 3 REPAIR - 80-21</u>				
Revenues				
General Property Tax	0.00	58,961.22	111,956.00	(52,994.78)
Total Revenues	0.00	58,961.22	111,956.00	(52,994.78)
Expenses				
Legal Notices	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	1,131.40	5,000.00	(3,868.60)
Engineering	0.00	62,258.16	24,000.00	38,258.16
Construction	0.00	177,463.09	100,000.00	77,463.09
Total expenses	0.00	240,852.65	130,000.00	110,852.65
Total Revenues Over/(Under)				
Expenditures - AWJD 3	0.00	(181,891.43)	(18,044.00)	(163,847.43)
<u>ACD 15 & AWJD 4 WMD - 80-22</u>				
Revenues				
General Property Tax	0.00	0.00	15,820.00	(15,820.00)
Total Revenues	0.00	0.00	15,820.00	(15,820.00)
Expenses				
Professional Services	0.00	3.00	8,370.00	(8,367.00)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Total expenses	0.00	3.00	18,370.00	(18,367.00)
Total Revenues Over/(Under)				
Expenditures - AWCD 15	0.00	(3.00)	(2,550.00)	2,547.00
<u>ACD 15 & AWJD 4 - 80-23</u>				
Revenues				
General Property Taxes	0.00	67,702.69	198,076.00	(130,373.31)
Total Revenues	0.00	67,702.69	198,076.00	(130,373.31)
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)
Total Revenues Over/(Under)				
Expenditures - ACD 15 & AWJD 4:	0.00	67,702.69	(31,924.00)	99,626.69

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ACD 53-62 WMD - 80-24</u>				
Revenues				
Special Assessments	0.00	12,622.77	26,782.00	(14,159.23)
ROW Charges	0.00	0.00	2,405.00	(2,405.00)
Total Revenues	<u>0.00</u>	<u>12,622.77</u>	<u>29,187.00</u>	<u>(16,564.23)</u>
Expenses				
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	25,000.00	(25,000.00)
Construction	0.00	0.00	15,985.00	(15,985.00)
Total expenses	<u>0.00</u>	<u>0.00</u>	<u>42,985.00</u>	<u>(42,985.00)</u>
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 WMD:	<u>0.00</u>	<u>12,622.77</u>	<u>(13,798.00)</u>	<u>26,420.77</u>
 <u>ACD 53-62 REPAIR - 80-25</u>				
Revenues				
General Property Taxes	0.00	25,709.37	86,120.00	(60,410.63)
Total Revenues	<u>0.00</u>	<u>25,709.37</u>	<u>86,120.00</u>	<u>(60,410.63)</u>
Expenses				
Legal	0.00	302.40	5,000.00	(4,697.60)
Engineering	0.00	10,962.25	95,000.00	(84,037.75)
Total expenses	<u>0.00</u>	<u>11,264.65</u>	<u>100,000.00</u>	<u>(88,735.35)</u>
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 Repair:	<u>0.00</u>	<u>14,444.72</u>	<u>(13,880.00)</u>	<u>28,324.72</u>
 Total Revenue Over/(Under) Expenditur	 <u>\$ (43,983.01)</u>	 <u>\$ (44,743.60)</u>	 <u>(407,390.00)</u>	 <u>362,646.40</u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LAKE & STREAM MANAGEMENT - 90-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 162,183.40	306,735.00	(144,551.60)
Interest Income	0.00	32,837.93	63,266.00	(30,428.07)
Investment Income	0.00	17,445.71	0.00	17,445.71
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Total Revenues	0.00	212,467.04	370,001.00	(157,533.96)
Expenses				
Wages	15,697.51	124,918.59	230,497.00	(105,578.41)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	1,877.09	17,484.73	29,940.00	(12,455.27)
PERA Expense	576.39	8,596.76	17,287.00	(8,690.24)
Payroll Taxes	1,724.04	9,519.22	18,025.00	(8,505.78)
Office Supplies	57.68	378.08	1,225.00	(846.92)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	55.00	250.00	(195.00)
Rent	861.72	7,755.48	11,100.00	(3,344.52)
Telecommunications	129.55	1,892.26	3,750.00	(1,857.74)
Publications	0.00	0.00	100.00	(100.00)
Training & Education	0.00	276.89	5,000.00	(4,723.11)
Insurance and Bonds	0.00	3,504.10	4,000.00	(495.90)
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	48.91	109.21	550.00	(440.79)
Vehicle	133.00	580.10	15,000.00	(14,419.90)
Audit & Accounting	411.00	6,800.39	10,500.00	(3,699.61)
Professional Services	0.00	600.00	2,000.00	(1,400.00)
Contracted Services	450.50	2,034.22	7,500.00	(5,465.78)
Legal	0.00	214.41	1,000.00	(785.59)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	64.88	579.11	1,100.00	(520.89)
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Total Expenses	22,032.27	185,298.55	370,001.00	(184,702.45)
Total Revenues Over/(Under)				
Expenditures - Lake & Stream Mgmt.	(22,032.27)	27,168.49	0.00	27,168.49

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>WATER QUALITY GRANT PROGRAM - 90-01</u>				
Revenues				
General Property Tax	0.00	96,599.33	187,000.00	(90,400.67)
Total Revenues	0.00	96,599.33	187,000.00	(90,400.67)
Expenses				
Professional Services	0.00	0.00	24,000.00	(24,000.00)
Contracted Services	1,844.75	36,595.13	56,000.00	(19,404.87)
Education & Communication	0.00	975.90	0.00	975.90
Legal	0.00	3,308.88	1,000.00	2,308.88
Engineering	0.00	0.00	1,000.00	(1,000.00)
Construction	29,364.05	87,641.88	205,000.00	(117,358.12)
Total expenses	31,208.80	128,521.79	287,000.00	(158,478.21)
Total Revenues Over/(Under)				
Expenditures - Water Quality:	(31,208.80)	(31,922.46)	(100,000.00)	68,077.54

SURFACE WATER MONITORING & MGMT. PROGRAM - 90-04

Revenues				
General Property Tax	0.00	117,985.48	228,400.00	(110,414.52)
Total Revenues	0.00	117,985.48	228,400.00	(110,414.52)
Expenses				
Field Supplies	0.00	2,468.85	2,500.00	(31.15)
Computer Software	0.00	21,903.00	27,000.00	(5,097.00)
Telecommunications	0.00	0.00	1,000.00	(1,000.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	50.00	398.63	1,800.00	(1,401.37)
Vehicle	0.00	47.61	0.00	47.61
Professional Services	0.00	361.25	0.00	361.25
Contracted Services	6,487.50	16,509.25	102,200.00	(85,690.75)
Legal	0.00	53.80	500.00	(446.20)
Engineering	0.00	15,634.50	29,000.00	(13,365.50)
Computer Equipment	0.00	0.00	5,000.00	(5,000.00)
Equipment	0.00	470.79	11,500.00	(11,029.21)
Repairs & Maintenance	0.00	0.00	300.00	(300.00)
Lab Expense	4,911.20	24,677.80	59,000.00	(34,322.20)
Total expenses	11,448.70	82,525.48	240,000.00	(157,474.52)
Total Revenues Over/(Under)				
Expenditures - Surface Water:	(11,448.70)	35,460.00	(11,600.00)	47,060.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>COMMON CARP MANAGEMENT - 90-26</u>				
Revenues				
General Property Tax	0.00	86,681.11	167,800.00	(81,118.89)
Total Revenues	0.00	86,681.11	167,800.00	(81,118.89)
Expenses				
Field Supplies	2.79	52.74	0.00	52.74
Telecommunications	14.24	499.91	200.00	299.91
Staff Travel	0.00	0.00	100.00	(100.00)
Professional Services	8,600.00	98,534.53	150,000.00	(51,465.47)
Contracted Services	0.00	1,633.34	3,000.00	(1,366.66)
Legal	0.00	0.00	1,000.00	(1,000.00)
Engineering	0.00	0.00	5,000.00	(5,000.00)
Construction	0.00	0.00	30,000.00	(30,000.00)
Equipment	0.00	4,468.50	10,700.00	(6,231.50)
Total expenses	8,617.03	105,189.02	200,000.00	(94,810.98)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	(8,617.03)	(18,507.91)	(32,200.00)	13,692.09
 <u>CURLY LEAF PONDWEED MGMT. - 90-27</u>				
Revenues				
General Property Tax	0.00	14,464.07	28,000.00	(13,535.93)
Total Revenues	0.00	14,464.07	28,000.00	(13,535.93)
Expenses				
Contracted Services	0.00	7,427.16	50,000.00	(42,572.84)
Total expenses	0.00	7,427.16	50,000.00	(42,572.84)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	0.00	7,036.91	(22,000.00)	29,036.91
 Total Revenue Over/(Under) Expenditur	 \$ (73,306.80)	 \$ 19,235.03	 (165,800.00)	 185,035.03

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT FACILITIES - 95-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 97,615.59	206,244.00	(108,628.41)
Interest Revenue	0.00	21,474.96	15,391.00	6,083.96
Investment Interest	0.00	11,408.98	0.00	11,408.98
Total Revenues	0.00	130,499.53	221,635.00	(91,135.47)
Expenses				
Wages	10,383.26	75,901.75	133,258.00	(57,356.25)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	958.62	11,249.08	16,607.00	(5,357.92)
PERA Expense	295.98	4,595.19	9,994.00	(5,398.81)
Payroll Taxes	1,248.70	6,925.63	10,586.00	(3,660.37)
Office Supplies	38.46	169.58	613.00	(443.42)
Field Supplies	0.00	188.92	250.00	(61.08)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	125.00	(125.00)
Rent	430.87	3,877.83	5,550.00	(1,672.17)
Telecommunications	64.74	949.97	1,875.00	(925.03)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	0.00	470.20	2,500.00	(2,029.80)
Insurance & Bonds	34.80	1,786.85	2,000.00	(213.15)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	96.48	275.00	(178.52)
Vehicle Expense	132.98	1,610.00	15,000.00	(13,390.00)
Audit & Accounting	205.50	3,400.17	5,250.00	(1,849.83)
Professional Services	0.00	300.00	2,000.00	(1,700.00)
Contracted Services	0.00	1,055.74	5,000.00	(3,944.26)
Recruitment	0.00	500.00	0.00	500.00
Legal	0.00	214.41	1,000.00	(785.59)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	32.43	289.49	550.00	(260.51)
Total Expenses	13,826.34	113,581.29	221,635.00	(108,053.71)
Total Revenues Over/(Under)				
Expenditures - District Facilities:	(13,826.34)	16,918.24	0.00	16,918.24

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Eight Months Ending August 31, 2024
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>DISTRICT FACILITIES REPAIR - 95-03</u>				
Revenues				
General Propety Tax	0.00	126,199.00	244,300.00	(118,101.00)
Total Revenues	0.00	126,199.00	244,300.00	(118,101.00)
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	240,000.00	(240,000.00)
Total expenses	0.00	0.00	300,000.00	(300,000.00)
Total Revenues Over/(Under)				
Expenditures - District Facilities Repair	0.00	126,199.00	(55,700.00)	181,899.00
<u>INSPECTION OPERATION & MAINTENANCE - 95-04</u>				
Revenues				
General Propety Tax	0.00	23,762.30	26,000.00	(2,237.70)
Interest	0.00	0.00	20,000.00	(20,000.00)
Total Revenues	0.00	23,762.30	46,000.00	(22,237.70)
Expenses				
Field Supplies	0.00	0.00	5,000.00	(5,000.00)
Telecommunications	0.00	279.69	0.00	279.69
Vehicle	31.85	86.34	0.00	86.34
Contracted Services	7,400.00	31,855.99	40,000.00	(8,144.01)
Legal	0.00	5,264.70	3,000.00	2,264.70
Engineering	0.00	5,779.57	40,000.00	(34,220.43)
Construction	0.00	0.00	29,000.00	(29,000.00)
Equipment	1,667.99	2,728.50	3,000.00	(271.50)
Total expenses	9,099.84	45,994.79	120,000.00	(74,005.21)
Total Revenues Over/(Under)				
Expenditures - Wall Wetland Restoration	(9,099.84)	(22,232.49)	(74,000.00)	51,767.51
Total Revenue Over/(Under) Expenditur	\$ (22,926.18)	\$ 120,884.75	(129,700.00)	250,584.75

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports

MEMORANDUM
Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: Abel Green, Technical Field Assistant
Subject: Staff Report

- Following the districts public drainage inspection schedule inspect and make reports 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
- Worked with the Conservation Corps and city partners to identify projects with the most need. Revitalized two rain gardens that were completely unfunctional by removing weeds and debris and planting new native rain garden plants purchased for the project from Minnesota Native Landscapes
- Working with contractor on JD3 repairing damaged infrastructure by high water and reassessing back side drainage issues not known before high precipitation year
- Found two issues with the Hansen Iron Enhanced Sand facility where mud and muck is trapped in the lift station which will require a long term solution to be designed and implemented to fix and the electrical box controlling the pump consistently being underwater during high water events which has been quite frequent this season
- Worked through Oasis Park IESF damaged pipe repair completely replacing the buried pipe and running new wires; redesigned how the pipe functions when inactive allowing water to completely drain so it won't cause damage; integrating the plan with city partners about paving of the walkway along the oasis pond trail
- Found an issue with Bald Eagle IESF with the faulty control module that was causing alarms and the facility to not run; working to find the best fix to this system to prevent future issues
- Worked with engineer partners on review and finalizing plans to start the ditch maintenance on Ramsey County Ditch 4; on site for project kick off and working closely with landowners impacted the most, identifying problem areas needing to be addressed and how to address them
- Continuously working through various beaver activities to maintain drainage system and removing obstructions and blockages

MEMORANDUM

Rice Creek Watershed District



Date: August 21st, 2024
To: RCWD Board of Managers
From: Sara Belden, Watershed Inspector
Subject: Staff Report 7/18/2024 - 8/21/2024

- Conducted inspections at active and idle construction site in Blaine. Highlights include:
 - 23-033 Turtle Lake Boat Launch – I adopted this permit from, Ramsey County inspector Alexis, to avoid conflict of interest concern of the Ramsey County project. My first permit that involves a lake.
 - 21-004 Lexington Woods – Housing development near the intersection of Lexington and 125th. I recently met with the builder’s Compliance Specialist for a site walkthrough. Talking through the minor issues present on the site gave me insight on how the contractors resolve erosion control concerns.
- Closed four permits:
 - Permit #24-002 Blaine Lexington Hockey Rink
 - Permit #16-020 Blaine Wetland Sanctuary Phase 1 Trails
 - Permit #12-126 Advanced Molding Technologies Building Addition
 - Permit #23-002 Renovation Church Expansion
- Attended meeting with CRWD staff to discuss inspection reporting protocols including their grading system implementation.
- Addended quarterly Inspection Team meeting.
- Attended a wetland overview presentation given by Patrick detailing WCA and how it applies to many of my permits in Blaine.
- Iron Mountain filing of older permits. Verifying that district has necessary digital information of each project and no longer needs to store physical copies of permit documents.
- Presented to new staff, Connor, about permit inspection reporting procedures.
- Assisted Ali with canoe lake monitoring on Rice, Golden, Pike, Spring, and Locke Lakes
- Met with Nick to express my interest in the Project Technician role as it aligns closely with my career goals. I will begin transitioning into that new role as the District hires to fill my current position.

MEMORANDUM
Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: Ali Chalberg, Watershed Technician & Inspector
Subject: Staff Report 7/17/2024 - 8/21/2024

Highlights from Preceding Month

Inspections

- ❖ Coordinated special stipulation and site review with contractors
- ❖ Review and work with HEI to approve as-built surveys
- ❖ Inspected temporary BMPs on construction sites to ensure compliance with runoff

Lakes/Streams

- ❖ Lake Monitoring
 - Canoe
 - Boat
- ❖ Deliver water samples to lab
- ❖ Flow Measurements

Meetings

- ❖ Golden Lake Delisting Celebration
- ❖ Peltier Lake Association Meeting
- ❖ Inspection Team Meetings
- ❖ Lake and Stream Team Meetings
- ❖ Staff meetings
- ❖ WISKI – KISTERS Training
- ❖ Board Workshop

Other

- ❖ Growing Green Hearts Rain Garden Planting Event
- ❖ Golden Lake Algae Bloom Video

MEMORANDUM
Rice Creek Watershed District



Date: August 21st, 2024
To: RCWD Board of Managers
From: Erik Larson, Watershed Inspector
Subject: Staff Report 7/16/2024 -8/21/2024

- Completed 36 routine inspections for active/open permits.
- Completed closure of 3 permits.
- Began closeout procedures for completed projects.
- Performed follow-up inspections for non-compliant sites.
- Phone and email correspondence with city staff and contractors.
- Took new hire Connor for a couple inspections to show him my process.
- Searched through historic permits in the database for sorting and consolidating old permit files in storage.
- Attended a pre-con meeting for a new water treatment plant in Lino Lakes.
- Attended a lunch with Capital Region Watershed District to discuss their regulatory inspection processes and enforcement rules.
- Attended scheduled meetings.
 - Attended RCWD staff meetings.
 - Participated in an online workshop with UMN about sediment control practices.
 - Met with city engineer about closure items for an open permit.
 - Met with city official to do a joint inspection of a project of concern.
 - Meetings within the regulatory team.
 - Attended quarterly Inspection Team meeting.

MEMORANDUM

Rice Creek Watershed District



Date: August 21st, 2024
To: RCWD Board of Managers
From: Emmet Hurley, Program Support Technician
Subject: Staff Report 7/17/2024 – 8/21/2024

- Administered the Zoom meeting for RCWD Board Meetings and Workshops
- Developed DocuSign Web Form for the RCWD Permit Application
 - Met weekly with DocuSign representative to work on web form
 - Demoed first draft of web form to receive feedback and make adjustments
- Assisted with onboarding Connor Price and David Petry
 - Assembled desk including laptop, monitors, mouse/keyboard, and any other necessary equipment
 - Coordinated with RYMARK, Velocity, and other contractors to configure their user accounts and phones
 - Presented an overview of RCWD's IT solutions which included an opportunity to address any unresolved onboarding issues
- Attended several meetings
 - Monthly staff meeting
 - Meetings with various IT contractors/vendors (Rymark, DocuSign, Leymar, etc.)
 - Virtually attended board workshops/other board meetings
- Submitted orders for new computer equipment and software, such as headsets and Adobe acrobat Pro licenses
- Updated RCWD website with Agenda/Packet for Board meetings and Workshops; sent out notifications via mail chimp and email
 - Updated RCWD website through WordPress to reflect upcoming Board Meetings/Workshops
 - Notified RCWD mailing list through MailChimp; notified Managers Weinandt and Robertson of Packet availability at RCWD office
- Posted various Notices on the RCWD website such as the Golden Lake Celebration and Public Hearings
- Attended ElevateIT: Minneapolis Technology Summit
- Began inventory for computer hardware and software/access
- Troubleshooting Issues involving: Laserfiche, computer equipment, VPN, etc.

MEMORANDUM

Rice Creek Watershed District



Date: August 19, 2024
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Staff Report 7/17 – 8/20/2024

Highlights for Preceding Month

Bold items required significant time & attention

- Monitoring
 - Data entry, analysis, and reporting
 - Kisters WISKI database **training** and development, data integration
 - **Lake monitoring**
- Centerville Lake Alum project
 - Follow-up monitoring
 - Partner communication
- Long Lake Carp Management
 - PIT antenna maintenance
 - Physical barrier screen removal and retrofit (welding a T-screen)
- **Hwy 61 Ponds Project**
 - **Develop and release *Request for Proposal***
 - **Monitoring program data analysis**
- GIS program development – facilitate “handoff” of RCWD GIS responsibilities to Ali
- RCWD Leadership Team Meeting
- Golden Lake *Impairment* delisting party
- Peltier Lake Association meeting
 - Data analysis
 - Review findings of internal load assessment study
- Program Manager Development & Team Leader Meeting
 - L&S team meetings
 - Field training for stream monitoring
- CAMP sample pick-up
- Aquatic Plant ID Training (U of MN)
- City of Centerville event – Fete de Lacs (attend and sit at RCWD table)

MEMORANDUM
Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: Staff Report – August 2024

Highlights for Preceding Month

- ✓ Administrative
 - Technical Field Assistant On-Boarding
 - Project Manager On-Boarding
 - HSA Error & Adjustments
 - Staff SMART Goal Meetings
 - City of Columbus Introductions
 - Inquiry Regarding Metro Shooting
 - Project Technician Hiring
 - Staff Meeting
 - Accounts Payable Review
 - Personnel Leave Requests
 - Discussion w Treasurer fund Transfers 2025
 - Board Meetings
 - Program Coordination Leadership Meetings
 - WCD Director Discussion
 - Meeting 2025 Budget Development Fund Transfers
- ✓ Communication & Outreach
 - Golden Lake Delisting Celebration
 - Discussion
 - Fridley Art Effort
 - Blue Thumb Trademark Transfer
- ✓ Information Management
 - E-Signature Implementation
 - District wide Model Annual Updates
- ✓ Restoration Projects
 - Watershed Based Implementation Funding (WBIF) Discussions
- ✓ Regulatory
 - 2024 Rule Revision
 - Permit closures
 - Open Permit Management Discussions
 - Wetland Conservation Act Legislative Changes
 - Inspection Team Meeting
- ✓ Drainage & Facilities Program
 - Centerville Questions JD3/Clearwater Creek
 - Biweekly Program Discussions with Consultants
 - Beaver Removal
 - Project Close-Out
 - ACD 10-22-32 Alternative #4 & DNR PW and Vegetation Interests
 - Drainage Work Group
- ✓ Lake & Stream Management
 - Water Quality Grant Administration Discussion
 - Peltier Lake Resource Approaches
 - Hwy 61 Ponds RFP

MEMORANDUM
Rice Creek Watershed District

Date: August 21st, 2024
To: RCWD Board of Managers
From: Patrick Hughes, Regulatory Manager
Subject: Staff Report for 07/17/24 to 08/21/24

Summary

- Sent notice of wetland replacement plan – 24-042
- Sent notice of wetland boundary/type decision – 24-094R
- Sent notices of determination (successful replacement) – 17-037, 17-068
- Sent notices of administrative action to Board – 23-044, 24-055
- Assisted in the drafting of engineer’s reports – 24-045, 24-046
- Attended the 07/24/2024 and 08/14/2024 Board Meetings
- Met with Lino Lakes staff regarding response to rule comments
- Held quarterly inspection team meeting between RCWD and its contracted inspectors
- Attended regularly scheduled RCWD leadership team meetings
- Distributed draft rule for public review and comment
- Attended 2024 WCA Statute Amendments presentation by BWSR
- Hosted meeting to discuss 103E considerations for Potomac Wetland Bank
- Held Q2 SMART goal check-in meeting with Kelsey White
- Attended regular CSAH 32 monthly PMT meeting
- Attended UMN ESMCP presentation on 7 modes of sediment control
- Hosted pre-application meeting for Forest Lake Industrial project
- Completed updates to regulatory administration documents/templates
- Hosted Anoka TEP meeting – MPJWR wetland bank, Butterfly Marsh wetland bank
- Hosted pre-application meeting for Leibel Property development in Lino Lakes
- Attended pre-application meeting for Walters Recycling building expansion
- Completed compliance site visit for Permit 23-062
- Completed site visit for final establishment for Oakwood Ponds replacement areas
- Gave regulatory program introduction presentation to new employees Connor and David
- Discussed variance application on north end of Clear Lake in Forest Lake
- Discussed Centre Pointe proposed development with City of Roseville
- Assisted in Docusign formatting for online permit application form
- Met with CRWD and CCWD to discuss permit inspection and compliance procedures
- Attended pre-application meeting for Kwik Trip Parking Lot Expansion in Forest Lake
- Met with Anoka TEP – Radisson Business Center, Xiong Property, Otter Lake Road Industrial
- Attended Glacial Hills Regional Trail Long Range Plan TAC #4
- Attended Golden Lake Delisting Celebration in Circle Pines
- Hosted pre-application meeting for CR 19 (Potomac Street) project
- Completed compliance follow-up visit for 23-065R in Forest Lake

MEMORANDUM
Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: David Petry, Project Manager
Subject: Staff Report- August 2024

- First day in the office – August 12, 2024
- On-boarding meetings with Leadership Team
- Attended Board Workshop and Regular Board Meeting
- Facilities tours with Abel and Connor near New Brighton, Arden Hills, Roseville, and Lino Lakes
- Attended Golden Lake Delisting celebration
- Participated in meetings with City Administrators (Centerville and Columbus) with Nick and Chris
- Reviewed ACD72 Feasibility Analysis, Locke Lake Sediment Management Alternatives, Highway 61 Ponds RFP
- Reviewed Stormwater Management Grant Program with Will
- Sara Belden, RCWD Watershed Inspector, is transitioning to RCWD Project Technician role

MEMORANDUM

Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: Connor Price, Technical Field Assistant
Subject: Staff Report

- 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
- Continuing to familiarize myself with the district and its network of ditches
- Met with landowners to discuss the RCD 4 project both before and during maintenance work
- Met with the Valdez operating team about their plans and approximate timeline for RCD 4 and did a pre-construction site walk with them
- Oversaw and worked with Hugo Tree on Oasis Park iron enhanced sand facility pump pipe repair to fix a leaking pipe
- Inspected and met with a landowner between Little Johanna and Big Johanna lakes where significant bank erosion is occurring
- Identified an issue with the Bald Eagle iron enhanced sand facility where the control interface was malfunctioning and was starting to smoke. The unit is faulty and needs to be replaced by the same or different style interface
- Found a beaver dam on ACD 46 Branch 1 that was holding a fair bit of water and got a trapper out to the site
- Met with a landowner near Watermark development due to flooding issues and a lack of drainage into the tile of ACD 72
- Cleared some blockage and vegetation from the culvert behind Eagle Brook Church (ACD 72). The culvert is now working much better
- Participated in checking the Jodrell culvert cleanout
- Working with a contractor near This Old Horse to put in sheet piling around a culvert to help reinforce it
- Have been observing the E2 weir with some frequency due to it bowing from the high water especially after the high intensity rain event on 8/5

MEMORANDUM

Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: Will Roach, Watershed Technician/Inspector
Subject: Staff Update July 17th – August 21st

Introduction

- Continued work on updating program documents for the 2025 Stormwater Management Grant program and provided them to the District Administrator for review and input.
- Hosted the 3rd Watershed Based Implementation Funding (WBIF) grant meeting to finalize which projects would be submitted for grant dollars at this time.
- Conducted several site inspections in Columbus and Forest Lake and provided written follow up on site compliance issues in the form of a inspection reports to the respective project contacts.
- Coordinated with city of Scandia staff regarding proposed amendment to their existing Shoreland Ordinance to allow for water oriented accessory structures and facilities, except for bathhouses and boat storage structures. Coordinating with regulatory staff on input regarding proposed language and interaction with RCWD rules.
- Submitted spreadsheet of WBIF projects to Board of Water and Soil Resources for eligibility check prior to submittal of applications. Rice Creek has submitted a request for funds for design plans for the JD3/ Clearwater Creek Restoration project.
- Coordinating with a project contact regarding an ongoing stabilization issue regarding one of the stormwater ponds adjacent to the site that provides treatment for runoff.
- Coordination with regulatory staff regarding a site that has ongoing compliance issues regarding required documentation for the project’s wetland mitigation area and how to proceed with input from the Technical Evaluation Panel (TEP).
- Preparation of materials for the Citizen Advisory Council agenda packet for their September 4th, 2024, meeting. Intent is to share proposed program documents for 2025 SWMG program and gather input regarding any potential additional language.
- Attendance and participation in several internal meetings regarding District operations.

MEMORANDUM
Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: Tom Schmidt, Public Drainage and District Facilities Manager
Subject: Staff Report August 2024

Highlights for this month

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

Contracted with Joe Grubbs for beaver trapping on ACD # 46 in Columbus (in progress).

Continued onboarding with new field technician Connor.

Contracted with Rybak and companies to clean out the beaver dams in Jodrell and 137th Ave. Culverts on ACD10-22-32 main trunk in Columbus (complete).

Attended RCD#4 Pre pre-construction meeting.

Attended a walk-through with the district engineer and the concerned landowner regarding the upcoming RCD #4 repair project.

Completed maintenance on ACD #72 branch #1 and at outlet ditch into Peltier Lake (Scandia trucking).

Contracted with Hugo Tree and excavating. For repair of Oasis Pond, IESF, in Roseville. (complete).

Responded to request and discussed ongoing flooding concerns with landowner Jim Bebeau @ 4800 125th Ave NE. in Blaine.

Directed district drainage staff to inspect ACD #53 – 62 main trunk from 109th Ave. to 35W to check for potential obstructions (beaver dams or similar) in response to concerns raised by the owner of Metro Gun Club about high water in the ditch. No obstructions were observed; it appears to be simply a general fullness of the system due to recent heavy rains and inherent system limitations.



MEMORANDUM
Rice Creek Watershed District

Date: August 21, 2024
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Manager
Subject: Staff Report 7/17/2024-8/21/2024

MN Water Stewards

- Capstone project planning in progress with Forest Lake High School and WCD
 - Project approved, work started soon
- Working with Fridley for the Water Steward art project
 - Design approved, work begins soon

Partnerships/Collaborations

- Partnership with Growing Green Hearts
 - summer programs completed
 - planning for 2025
- Fall Rain garden workshop planning with Blue Thumb- scheduled
 - Planning workshops for 2025
- Planning initiatives with White Bear Lake Center for the Arts for 2025
- New Brighton- Hansen Park, outreach and art partnerships started
 - Discussing West Hansen Park opportunities
- Planning lake delisting celebration events with various partners
 - Golden lake event completed
 - Bald Eagle Lake scheduled for October
- Working on targeted outreach initiatives and planning for 2024
 - Planning with program managers for next year goals
- Submitted Clean Water Fund support letter
- Submitted MN Watershed Program of the Year nomination

Project/Program Outreach

- Creating “Maintenance Kits” for grantees within the Water Quality program
- Enhanced Street sweeping study outreach and city communications

Other

- Learning Adobe Creative Suite Programs for design and visual media creation
- Creating water quality related short videos
- Onboarding and meeting with new staff

MEMORANDUM
Rice Creek Watershed District



Date: 8/20/24
To: RCWD Board of Managers
From: Catherine Nester, District Technician/Inspector
Subject: Staff Report 7/16/24 – 8/19/24

Highlights from Preceding Month

- Collected flow measurements and surveyed benchmarks at a monitoring station on Clearwater Creek in Centerville as part of a field day training with monitoring department staff on August 8.
- Continued setting up the new monitoring data management platform (WISKI), including building system components, importing test data, data preparation/organization, and developing new workflows/forms/standard operating procedures. Attended a joint training session with staff from Coon Creek Watershed District on July 31.
- Performed routine monitoring at various stream, ditch, lake, & project monitoring sites throughout RCWD.
- Performed routine maintenance and calibration on lake and stream monitoring equipment and restocked supplies.
- Inquired with MPCA, DNR, and Met Council regarding training opportunities for water quality data analysis methods & techniques.
- Coordinated the collection of the second round of lake samples from volunteers for the Met Council’s Citizen-Assisted Monitoring Program.
- Communicated with the City of Blaine regarding maintenance of the iron-enhanced sand filter benches at Centennial Green Park.
- Ongoing coordination and communication with staff, HEI, & affected cities/watersheds regarding proposed legal boundary updates in Ramsey, Anoka, and Hennepin counties (gathered concurrence materials & ongoing coordination of requested changes to the proposed legal boundary).
- Coordinated District vehicle inspection and service following a recall notification.

MEMORANDUM
Rice Creek Watershed District



Date: August 21st, 2024
To: RCWD Board of Managers
From: Anna Grace, Regulatory Technician
Subject: Staff Report 7/17/24 – 8/20/24

- 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 five permit applications to HEI for review.
- Sent one variance application to HEI for review.
- Sent seven permit applications to RCWD for review.
- Received 20 new review file inquiries for permit/past file/landowner/consultant/violation/City.
- Completed Administrative/Board Notices, CAPROC Notices, CAPROC Review, and Permit Issuance.
- Phone and email correspondence.
- Attended 22 scheduled meetings.
 - Schedule and attended virtual pre-application meetings:
 - RCWD, HEI, landowner, and project consultants to discuss a proposed residential subdivision located directly west of the Watermark development in Lino Lakes.
 - RCWD, HEI, landowner, and project consultants to discuss the expansion at Walter’s Recycling and Refuse facility in Blaine.
 - Attended in-person pre-application meeting:
 - RCWD, HEI, landowner, and builder to discuss the proposed single-family home build application and variance on Clear Lake.
 - Scheduled and attend in-person meeting:
 - Met with landowner regarding onsite wetland violation and permit review status for proposed subdivision in Forest Lake.
 - Continued assisting in on-boarding of new staff members.
 - Attended the Preiner Preserve Wetland Bank monitoring site visit with Patrick Hughes.
 - Joined for meeting with Emmet Hurley and Patrick Hughes to discuss Emmet’s work on the DocuSign addition to the RCWD online permit application form.
 - Attended the virtual Ask Me Anything (Stormwater) UMN webinar – Seven Modes of Sediment Control.
 - Joined Ali Chalberg for permit inspection. Field experience for recently completed Construction Installer course.
 - Attended violation site visit for home build project on Turtle Lake. City of Shoreview, RCWD, and DNR in attendance.

MEMORANDUM

Rice Creek Watershed District



Date: August 21st, 2024
To: RCWD Board of Managers
From: Molly Nelson, Outreach and Grants Technician
Subject: Staff Report 7/18/24 to 8/21/24

Introduction

The highlights of my work from July 18th to August 21st are as follows: (Note that these are highlights and not the full extent of all work that I have done).

- Coordinated project closure for Water Quality Grants R24-04, R24-03, R23-05, R23-08 and completed the voucher and invoice work associated with the reimbursement process.
- Completed invoices for Mini Grants MA24-04 and ensured the project was completed according to the grant agreement.
- Planned, Reviewed, and presented on Water Quality Grant applications R24-08, R24-09, R24-10, W24-01, and W24-02.
- Met with Christ the King Church in Shoreview to plan an upcoming Water Quality Grant project.
- Conducted multiple site evaluations for potential grant applications in Washington and Anoka counties.
- Met with the City of Mounds View to discuss grant opportunities for upcoming city projects.
- Coordinated remaining technical services work with WCD in accordance with remaining budget.
- Assisted with information for the Tighe-Schmitz Park stormwater management project in Birchwood Village for the WBIF convene on August 1st.
- Continued work on Water Quality Grant maintenance inspection documents and guidelines. Ordered postcards and worked with Kendra to upload the self-lead inspection form to the website.
- Continued work with the Communications and Outreach Coordinator to review the design and structure of the maintenance guide toolkit to provide to new grantees.
- Continued work with HEI to coordinate the survey for the Enhanced Street Sweeping Prioritization Study.
- Planned and coordinated with staff for the August CAC field tour.
- Evaluated sign installation work for the Island Lake raingardens.
- Continued work with Communications & Outreach Coordinator on Outreach Programs and communications with the Public.

MEMORANDUM

Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: Staff Report 7/17/2024 to 8/21/2024

- 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.
- Initiated approved ACH's from vendor portal and released through US Bank SinglePoint portal.
- Gathered all timesheets and reviewed select employee timesheets for administrator's final review.
- Updated payroll template with ESST hours for employee earning statements.
- Provided worksheets to payroll and to several employees for earning statement information.
- Provide bi-monthly payroll template to Redpath and updated information as needed.
- Continued to provided administrative/HR support to new employees.
- Track accounts receivable and deposit checks as needed.
- Review and track monthly financial reports.
- Tracking grant expenses for FY2023 WBIF grant and 2024 CWF Centerville Lake grant.
- Handled HR/Benefit issues and entered updated wage information for effected employees on vendor portals.
- 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.
- Retrieved, reviewed, and coded statements for district 6 bank accounts.
- Monitor District financial accounts and investments, US Bank and 4M.
- Attending on-line training courses through Fred Pryor.
- Provide requested information to Board members and Administrator as needed.
- Assisted Board and Staff as needed.
- Created and assembled agenda packets.
- Attended board meetings and staff meetings.
- Placed orders for supplies as needed.
- Maintain Laserfiche filing system and scanned documents District receives into Laserfiche.
- Working with Iron Mountain on our secure file inventory.

MEMORANDUM

Rice Creek Watershed District



Date: August 21, 2024
To: RCWD Board of Managers
From: Kelsey White, Permit Technician
Subject: Staff Report 07/17/2024 – 08/20/2024

Reviews

- Coordinated submittal and review of CAPROC items for 11 permit applications.
- Reviewed one permit application for administrative CAPROC.
- Conducted completeness reviews for 3 wetland boundary/type applications.
- Drafted and sent 3 WCA Wetland Boundary/Type application notices.
- Drafted and sent one WCA Wetland Boundary/Type decision.
- Signed one WCA Determination for restoration completeness.

Communications

- Sent notice of permit issuance for 7 permit applications.
- Sent 4 CAPROC notices.
- Sent 4 administrative action notices to the Board.
- Sent one MN Statue 15.99 decision timeframe extension notice.
- Sent one notice of CAPROC expiration.

Meetings

- Attended webinar on 2024 WCA Statute amendments.
- Attended 2 pre-application meetings.
- Conducted 5 wetland boundary site visits.
- Attended site visit for Butterfly Marsh wetland bank.
- Attended TEP discussion for 24-040, 24-042, and 24-104R WCA applications.
- Attended permit compliance discussion with CRWD.
- Held meeting to review CAPROC items for 24-045.
- Attended two potential violation site visits.
- Participated in weekly permit coordination meetings and monthly permit triage.
- Attended regular staff meetings.
- Attended quarterly inspection team meeting.

Other Duties

- Coordinated with permitting team on regulatory template updates.
- Responded to email and telephone inquiries about RCWD permitting requirements.
- Responded to landowners about general WCA questions and questions regarding wetlands on or near their properties.

ITEMS FOR DISCUSSION AND INFORMATION

2. September Calendar



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

SEPTEMBER						
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	27	28	29	30	31

MEMORANDUM
Rice Creek Watershed District

Date: August 21, 2024
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: September Calendar

- Monday, September 2** **Labor Day Holiday, Office Closed**

- Wednesday, September 4, 5:30 p.m.** Citizen Advisory Committee Meeting
 Board Liaison Manager Jess Robertson
 RCWD District Conference Room and remotely*

- Monday, September 9, 9 a.m.** Board Workshop
 RCWD District Conference Room and remotely*

- Wednesday, September 11, 9 a.m.** Regular Board of Managers Meeting
 at Shoreview City Hall Council Chambers and remotely*

- Thursday, September 12** Deadline for submission of Expense Report

- Wednesday, September 25, 9 a.m.** Regular Board of Managers Meeting
 at Shoreview City Hall Council Chambers and remotely*

* remotely=by alternative means (teleconference or video-teleconference) from remote locations