



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					

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

RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, September 25, 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/89952589370?pwd=6u19qWVDHKlbfMmlwOX2xttPSHsoO.1>

Meeting ID: 899 5258 9370

Passcode: 353890

+1 312 626 6799 US (Chicago)

Meeting ID: 899 5258 9370

Passcode: 353890

Agenda

CALL TO ORDER

ROLL CALL

SETTING OF THE AGENDA

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

CONSENT AGENDA

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

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
24-058	Walters MRF LLC	Blaine	Final Site Drainage Plan	CAPROC 3 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and Recommendations, dated September 17, 2024.

OPEN MIC/PUBLIC COMMENT

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

ITEMS REQUIRING BOARD ACTION

1. 2025 Stormwater Management Grant Release (Will Roach)
2. Check Register Dated September 25, 2024, in the Amount of \$259,132.30 and September Interim Financial Statements Prepared by Redpath and Company

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff reports
2. October Calendar
3. Administrator Updates
4. Manager Updates

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

Draft

RCWD BOARD OF MANAGERS WORKSHOP

Monday, September 9, 2024

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

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

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

4 Absent:

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

8 Consultants: District Engineers Chris Otterness and Adam Nies-Houston Engineering, Inc., District
9 Attorney John Kolb-Rinke Noonan

10 Visitors: Perry Wagamon, Frederick Fox, Peter Olson-Skog

11

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

13 District Engineer Otterness and staff discussed the technical memo ACD 10-22-32 Alternative 4, which
14 provided an update on regulatory engagement and summarized the findings on the feasibility of Alternative
15 4 proposed repairs. These repairs are to the Pine Street Culvert, 137th Avenue, and Jodrell Street culverts.
16 The technical memo was a part of the workshop packet. The Board discussed the benefits and estimated
17 anticipated costs of these proposed repairs.

18

19 Mr. Perry Wagamon informed the Board of the ongoing flooding of his property since 2007. He stated that
20 he has persistently requested drainage from the District over the years and that it has yet to be granted.

21

22 Manager Wagamon read from Coon Creek Watershed District July 14, 2003, minutes page 4 of 16. He
23 provided the document for copies and distribution. He stated it provided evidence that the culvert at Jodrell
24 Street was installed improperly.

25

26 The Board directed staff to investigate this new information. Staff informed the Board that they made a
27 data practice request to the Coon Creek Watershed District (CCWD) and the City of Columbus on CCWD's
28 permitting of the construction of Jodrell Street or any construction details related to the City's construction
29 of Jodrell Street. This request was a part of the District's proceedings in 2021 to reestablish records for ACD
30 10-22-32.

31

32

33 President Bradley called a 5 minute recess.

34

35 Manager Wagamon left the meeting due to illness.

36

37 President Bradley called the workshop back to order.

38

39 Administrator Tomczik requested the next item be the Ramsey County Ditch #4 discussion due to our recent
40 visitors. The Board agreed by consensus.

41

42 **Ramsey County Ditch #4**

43 President Bradley stated this item is on the agenda due to RCD4 repair concerns from Peter Olson-Skog at
44 the 8/28/24 board meeting. The Board directed staff to bring this issue back to the workshop to discuss.

45

46 District Engineer Otterness reminded the Board that the repair project was ordered by the Board consisting
47 primarily of tree clearing, but also include armoring of banks where needed. When plans and specs were
48 developed for bidding, the District Engineer and staff intentionally separated the armoring work, delaying
49 it until after the rest of the work was completed to procure under a separate contract. This was to ensure
50 bids were received from contractors that specialized in the work needed. The tree clearing, seeding and
51 erosion control has been completed by the contractor. Staff are very happy with the work completed.

52

53 Drainage and Facilities Manager Schmidt explained staff will prepare a plan in the next couple of weeks for
54 the additional bank armoring needed and will obtain quotes for the work.

55

56 District Engineer Otterness noted that in the prior Board meeting, Manager Waller requested discussing
57 the depth of the ditch where Mr. Olson-Skog had reported the ditch widening. He reported that Mr. Olson-
58 Skog location and the outlet were close to the as-constructed profile. There is no sediment to remove from
59 the ditch at this location. It is common that the width of ditch is wider than constructed due to the ditch
60 being highly modified natural channel, increased impervious surface contributing over the years and effects
61 of erosion.

62 Peter Olson-Skog provided a handout of aerial pictures from 1991, 2018, and 2022 of his property area
63 comparing condition of ditch.

64 Administrator Tomczik stated the additional armoring work is authorized under the Board's order of the
65 original project. He will keep the Board informed of quotes received and progress.

66 **Anoka Washington Judicial Ditch #3/Clearwater Creek Stabilization Feasibility Study – Final Memo**

67 Staff and District Engineers reviewed the updates within the final technical memo. Staff and District
68 Engineers reviewed further content to address potential land acquisition processes/costs for the proposed
69 alternatives.

70

71 There was Board consensus to accept the final feasibility study. Staff and District Engineer will engage the
72 cities of Centerville and Lino Lakes to obtain feedback and begin project development. Landowner
73 engagement will also be obtained. Staff will also investigate options for grant funding to assist with the
74 project.

75

76 **Administrator Updates**

77 The administrator stated and distributed to the Board:

- 78 • Information providing background for Wednesday's proposed budget and levy approval including:
79 Revised 2025 highlights memo, Washington Conservation District's East Metro Water Resource
80 Education Program partner and 2025 contribution report. WCD states \$24,577.60 2025 District
81 funding contribution. Clear Lake fund increase \$75,000 from fund balance, multiple fund transfers
82 to align with fund balance policy.
- 83 • Metro Shooting inquiry from Anoka County, staff sharing materials and minutes of past workshop
84 and forthcoming meeting to discuss.
- 85 • U of M Stormwater Research Council 2024 annual report and intended \$10,000 District contribution.
86 The District contributed \$10,000 to the program last year.
- 87 • Received from BWSR and MAWA Outstanding Watershed Staff nomination forms for an Outstanding
88 Watershed District Employee and Administrator award due October 18th.

89

90 The workshop was adjourned at 11:09 a.m.

DRAFT

1
2 For Consideration of Approval at the September 25, 2024 Board Meeting.
3 Use these minutes only for reference until that time.
4

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, September 11, 2024

Shoreview City Hall Council Chambers
4600 North Victoria Street, Shoreview, Minnesota
and
Meeting also conducted by alternative means
(teleconference or video-teleconference) from remote locations

Minutes

CALL TO ORDER

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: Regulatory Manager Patrick Hughes, Drainage and Facilities Tom Schmidt, Program Support
16 Technician Emmet Hurley (video-conference), Office Manager Theresa Stasica
17

18 Consultants: District Engineers Chris Otterness and Adam Nies from Houston Engineering, Inc. (HEI);
19 District Attorney Chuck Holtman from Smith Partners
20

21 Visitors: Chris Stowe, Catherine Decker
22

SETTING OF THE AGENDA

23 *Motion by Manager Robertson, seconded by Manager Wagamon, to approve the agenda as presented.*
24 *Motion carried 5-0.*
25
26

READING OF THE MINUTES AND THEIR APPROVAL

27 *Minutes of the August 28, 2024, Board of Managers Regular Meeting. Motion by Manager Robertson,*
28 *seconded by Manager Weinandt, to approve the minutes as presented. Motion carried 5-0.*
29
30

CONSENT AGENDA

31
32 The following items will be acted upon without discussion in accordance with the staff recommendation and
33 associated documentation unless a Manager or another interested person requests opportunity for discussion:
34

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

36 No.	Applicant	Location	Plan Type	Recommendation
37 24-042	Beng Xiong	Lino Lakes	Land Development Wetland Alteration	CAPROC 10 items
39 24-043	NuStar	Roseville	Final Site Drainage Plan	CAPROC 6 items
40 24-048	BayMarc Properties, LLC	Columbus	Final Site Drainage Plan	CAPROC 9 items
41 24-052	West Lake Drive Properties, LLC	Columbus	Final Site Drainage Plan	CAPROC 7 items

43

44 President Bradley referenced Permit No. 24-043 and noted that the table showed 80% of peak flow rate
45 being less than the rate determined for the proposal and asked if that was acceptable.

46

47 Regulatory Manager Hughes explained that it was within the tolerance of the model.

48

49 President Bradley referenced Permit No. 24-048 which is for a truck washing facility but noted that he does
50 not see any discussion of where the run-off would go.

51

52 Regulatory Manager Hughes stated that he does not know the answer to that question, but noted that the
53 District had approved other car wash facilities in the past. He asked District Engineer Otterness if that is
54 specifically captured within the rule.

55

56 District Engineer Otterness stated that a car wash would be similar to this and explained that they typically
57 handle the water that comes off the car wash as sewage. He stated that many of these types of facilities
58 have water re-use systems, but is not sure if that is the case for this facility. He stated that the car wash
59 would not discharge its effluent as stormwater run-off and would be contained and handled within the
60 facility.

61

62 President Bradley asked where the sewer water would go from the facility.

63

64 District Engineer Otterness stated that if there is a municipal sewer system in this location it would go there
65 and if not, it would go to an on-site septic system.

66

67 Manager Waller noted that there is a municipal system in the area.

68

69 Manager Wagamon stated that in his business they had a settling tank that all of their water went into
70 which was then also monitored at the street.

71

72 President Bradley stated that the District should confirm the proper treatment of the wash water.

73

74 Manager Wagamon noted that Anoka County was monitoring them at the street for his business in order
75 to see what they were putting down into the sewer system.

76
77 President Bradley suggested that the Board postpone action on the permit until they find out more details
78 about what would happen with the water from the truck wash.

79
80 District Administrator Tomczik noted that the Board could do that but explained that the District rules do
81 not look at sewer discharge.

82
83 President Bradley stated that if the Board did not want to pull this permit from consideration it could also
84 add a condition of approval that addresses this issue.

85
86 District Administrator Tomczik stated that he supports the idea of adding a condition and noted that they
87 could essentially look for staff to ensure that the entity that has the authority over the sewer and on-site
88 disposal is aware of the situation and also receive confirmation that it would be handled accordingly.

89
90 President Bradley suggested that the condition be that they demonstrate that the run-off from the
91 operations of the truck wash do not flow untreated into the District's ditch system.

92
93 District Attorney Holtman noted that the District's Illicit Discharge rule prohibits the discharge of wash
94 water into stormwater conveyances, and suggested that the condition provide that the administrator must
95 confirm compliance with the Illicit Discharge Rule.

96
97 Manager Robertson suggested that tabling this item may actually be the right idea in order to communicate
98 with the business owner about this issue.

99
100 Manager Robertson stated that she understood what was been proposed but would urge the District to
101 have a conversation with the business owner prior to amending this language and including additional
102 conditions of approval and explained that she did not think that having a conversation would be a bad thing.

103
104 Manager Wagamon asked if there are other agencies that would also be looking at this, such as the PCA.

105
106 President Bradley reiterated that was why he likes the idea of having one of the conditions be that they
107 demonstrate that they will not discharge material into the ditch system.

108
109 Manager Waller stated that rather than a condition, they could just pull this item for the time being until
110 they can have that conversation with the business owner and just bring it back before the Board at their
111 next meeting.

112
113 President Bradley stated that if they add a condition it would not cause a 2-week delay until the next
114 meeting.

115

116 Regulatory Manager Hughes stated that if the Board adds the condition that has been discussed, staff would
117 have a conversation with the applicant and their team about this situation and if there ended up being
118 some issue found that required a redesign of the system, the District would require an amended approval.
119

120

120 Manager Wagamon stated that if the Board could pass this with the condition that the applicant show that
121 the discharge meets District rules, that would be a better solution than pulling it, because he does not want
122 to cause a delay for the applicant.
123

124

124 ***It was moved by Manager Weinandt and seconded by Manager Bradley, to approve the consent agenda***
125 ***Permit #'s 24-042, 24-043, and 24-052, as outlined in the above Table of Contents in accordance with***
126 ***RCWD District Engineer's Findings and Recommendations, dated September 3, 2024. Motion carried 5-0.***
127

128

128 ***It was moved by Manager Bradley and seconded by Manager Waller, to approve Permit # 24-048, with***
129 ***an amended condition that the District Administrator will confirm that the design meets the District's***
130 ***Illicit Discharge Rule. Motion carried 4-1 (Manager Robertson opposed).***

131

PUBLIC HEARING: PROPOSED RULE REVISION

132

132 President Bradley opened the public hearing and read aloud a statement regarding the hearing. He noted
133 that the Board is currently in the 45-day comment period and is seeking comment on the proposed
134 amendments. He explained the purposes of the Watershed Act and noted the proposed amendments
135 focus mostly on technical adjustments to application submittals and rule criteria, brought forward
136 principally by the District's permit review team based on experience in administration. He noted that the
137 proposed amendment and a memorandum explaining the proposed changes are available on the District
138 website or from the District office. These proposed amendments have also been submitted to the
139 Minnesota Board of Water and Soil Resources (BWSR), all cities and public transportation authorities in the
140 watershed, and other interested parties. He explained that written comments must be submitted before
141 the end of the comment period on September 20, 2024. He gave a brief overview of the public hearing
142 process and procedure.
143

144

144 Regulatory Manager Hughes gave a summary of the proposed RCWD rule revisions including, Rule C-
145 Stormwater Management Plans and outlined the various issues and proposed solutions to: the proposed
146 changes to the Definition and Stormwater Trigger; Regional Stormwater Basins; Landlocked Basins; Total
147 Phosphorus Removal Table for BMPs; BMP Location Siting; BMP Design Criteria; Underground BMPs;
148 Uninhabitable Structures; Public Drainage System Easement; Easement Requirements on Partial
149 Developments; and Non-Residential Phase Development. He outlined the various issues and proposed
150 solutions to items within Rule D - Erosion and Sediment Control Plans, including: Stormwater BMP
151 Maintenance; Rule E- Floodplain Alteration, including: Floodway; One-Time Floodplain Fill Exemption;
152 and Rule F – Wetland Alteration, including: Wetland Replacement Siting.

153 President Bradley announced a brief meeting break.
154

155 Regulatory Manager Hughes continued with his presentation. He outlined various issues and proposed
156 solutions to items within Rule I – Public Drainage Systems; Public Drainage System Easement; Temporary
157 Crossings and Obstructions; Rule K- Enforcement – Enforcement Action; Rule L – Variances; and Removal
158 of Undue Hardship. He stated that the public comment period is currently open and would end on
159 September 20, 2024. He explained that once that closed they will consider the public comments that were
160 received, bring back the proposed rule to the November Board workshop meeting, and then to the regular
161 meeting for approval of the rule change which would be effective January 1, 2025. He noted that the
162 District has received one written comment thus far.
163

164 Manager Waller stated that the Board had received comments when this was first put out from the Cities
165 of Forest Lake, Lino Lakes, Hugo, and White Bear Lake and asked if those comments are included in the
166 record.
167

168 Regulatory Manager Hughes confirmed that they had been included in the record and would be included
169 with all the comments that have been received in a response to comments table.
170

171 Manager Waller asked how many of the earlier comments had been incorporated into the proposed
172 changes.
173

174 Regulatory Manager Hughes stated that he believes the comments have prompted three or four of the
175 proposed changes.
176

177 President Bradley suggested changing the word statute to ‘law’ within Rule K and referenced page 78 of the
178 packet, under item e, where he thinks the word ‘be’ needs to be added.
179

180 Regulatory Manager Hughes noted that at the last Board meeting, President Bradley had made a comment
181 about the 100 cubic yard exemption and the variance request that had come through. He explained that
182 staff is also looking into that and would be providing a response and assessment.
183
184

185 President Bradley invited comment on this item.
186

187 Chris Stowe, 426 Pine Street, stated that he runs an equine boarding facility that has been around since
188 1968 under a special use permit through the Village of Lino Lakes. He asked if the comment made during
189 the presentations related to structures in the wetland plain would affect him in relation to something he is
190 already allowed to do in erecting temporary structures where they are needed. He stated that there was
191 also a statement made about access to the drainage system and noted that it confused him because the
192 City of Lino Lakes just passed an ordinance change to basically have easements on all the drainage systems.

193 He asked if the easement on the ACD 10-22-32 branch that passes through his backyard belongs to the
194 District or to Lino Lakes. He stated that some things included are incorrect and likes the suggestion to
195 change the wording from 'statute' to 'law', but also feels that implies that the District is the law
196 enforcement agency for the wetlands which is actually the DNR. He asked if the District is actively paying
197 fines to the DNR for violations on ACD 10-22-32. He explained that he does not like any new laws or
198 changes because it seems like the farther they go down this path, they forget what the original goal is of
199 protecting the wetlands. He stated that what seems to be happening now is they sell wetland credits and
200 allow people to build large complexes, but his property is still under water and he doesn't know what to do
201 about it even though he has asked for help. He stated that he was misquoted in the minutes from one of
202 the recent meetings and clarified that when he said they lowered the ditch he meant the City of Columbus
203 on the north side of Pine Street, however the ditch is part of ACD 10-22-32. He stated that the District
204 lowered the pipe and Columbus lowered the ditch, nothing has been increased in size or lowered
205 downstream and reiterated that he does not support any changes to the regulations because continual
206 changes would lead to it meaning something completely different in the end.

207
208 Catherine Decker, 614 Pine Street, referenced the proposed change under enforcement from 'statute' to
209 'law' and offered that the District would do a disservice to itself if it did that. She stated that the statute
210 seems pretty specific and changing it to law would expand the umbrella. She stated that the public and
211 the Board would be well served to have clarity on what is and isn't accepted which she feels that statutes
212 would do.

213
214 President Bradley explained that law would include the statute and the rules that have been adopted that
215 explain the statute. He stated that if they just include statutes that was essentially only 1 of the 3 pieces
216 and clarified that the District's obligation is to enforce the 'law', which includes statutes.

217
218 Ms. Decker stated that her advice to the Board would be to make decisions that do not muddy the waters.

219
220 President Bradley asked for anyone else in person on on-line that wanted to comment on the proposed rule
221 changes. There being no comment, he asked if any of the Managers would like to comment.

222
223 Manager Weinandt stated that the last time the Board had done this was in 2020 and it was done on-line
224 because they were in the throes of Covid at the time. She stated that she was new to the Board at that
225 time and wanted to point out that when they are looking at the applications for permits, the Regulatory
226 Manager lays out the conditions for approval and referenced the recent item with the truck wash facility
227 where the District Attorney recommended adding a condition related to the Illicit Discharge Rule. She
228 stated that was just adding considerations in the permit to point out the rule to ensure that the applicant
229 was aware of it and so the District had some certainty about what would happen with the discharge.

230
231 Regulatory Manager Hughes stated that was correct and the engineer's report reflected the District's
232 findings of how a project would be meeting the rules.

233

234 Manager Robertson stated that she has a few questions, but noted that according to the next steps and
235 timeline that was presented it looked like the Board would be able to have further discussion at a workshop
236 prior to approval.

237

238

239 Regulatory Manager Hughes noted that if Manager Robertson would like to provide a written comment she
240 could also do that prior to September 20, 2024. He noted that the Board discussion of this is planned for
241 the November workshop meeting.

242

243 Manager Wagamon stated that Mr. Stowe had made a statement that he agreed with regarding trying to
244 eliminate any duplicative rules, when possible. He stated that he did not fully understand the easement
245 issue and asked if the city also had an easement.

246

247 Manager Waller stated that the word 'easement' is most likely not the proper language for the drainage
248 system and believes it should be 'right-of-way'. He stated that his opinion would be that the city really
249 does not have authority over the drainage system, except where the District has specifically delegated that
250 authority.

251

252 Regulatory Manager Hughes stated that for a drainage system and its existing condition, they have implied
253 right-of-way through 103E and have tied public drainage to the regulatory program to obtain a formal
254 easement as property develops. He explained that through the permit process, it is a specific easement
255 document that is recorded on the property title and it is just another way to provide protection. He stated
256 the city, through development projects or platting, would commonly obtain a drainage and utility easement
257 or something similar, that could fall over a drainage system.

258

259 Manager Wagamon stated that he has some other questions as well but like Manager Robertson, he could
260 also wait until the workshop discussion, so they have time to actually dig into it.

261

262 Manager Waller referenced right-of-way and easements again and explained that with right-of-way, the
263 property owner still owns the property and an easement may grant other individuals the use of the
264 property, not just public entities.

265

266 District Engineer Otterness stated that the intent is to create something that provides clarity to the
267 landowner on what the District's land rights are on the property. He noted that even with the District's
268 right of entry or an easement, it does not provide access for the general public and would only be for the
269 District and its authorized consultants/team to have access for maintenance and inspection.

270

271 Manager Waller stated that when he first came on the Board they had also made a change to the rules from
272 2,500 sq. ft. for a permit to 10,000 sq. ft. for disturbance and noted that to him, it seemed as though that

273 figure that was just plucked out of the air and asked how the District made sure that they did not have more
274 restrictive rules than what the State standards set.

275

276 Manager Bradley noted that as a person who lives in a location where there are more houses on a lake than
277 normally occurs, because of cottages being built and being turned into homes, he has neighbors who have
278 been coming in and adding 10,000 sq. ft. of fill on the property and flooding their neighbors and would be
279 concerned if that was changed, for example, to an acre. He stated that he also does not want the District
280 process to be greater than it needs to be and would ask that they look at whether they can consider
281 individual circumstances of the fill and make a determination of whether or not a variance would be
282 appropriate or not.

283

284 Manager Waller noted that this is not just a question related to fill and is about disturbance of property.
285 He stated that in one of the contiguous watershed districts to the east, he has seen a permit requirement
286 for 250 sq. ft. of disturbance and noted that would essentially be the same size as a 10 x 25 deck that is
287 added to a house. He stated that, in his opinion, sometimes the rules are arbitrary and capricious and
288 noted that he would share additional thoughts about this at the upcoming workshop meeting.

289

290 Regulatory Manager Hughes identified that at the November workshop staff will provide the supporting
291 research and figures that show the necessity for the land disturbance and impervious surface thresholds.

292 Manager Bradley closed the public hearing. He stated that the record will remain open until September
293 20, 2024, for the District to receive written comments on the proposed rules amendments. Anyone who
294 wishes to submit comments just offered verbally in written form, or other written comments, please send
295 them by mail or email to Mr. Hughes' attention. Mr. Hughes' contact information, as well as the rule
296 amendment documents, can be obtained by visiting the District web site at www.ricecreek.org.

297 **OPEN MIC/PUBLIC COMMENT**

298 Chris Stowe, 426 Pine Street, stated for the record that it was the City of Columbus that had lowered the
299 ditch on the north side of Pine Street and with the blessing of the District to lower the pipe. He asked if
300 the District is currently being fined by the DNR.

301 District Administrator Tomczik stated that the District is not paying fines to the DNR.

302 Mr. Stowe asked when the workshop discussion would be regarding ACD 10-22-32.

303 President Bradley stated that the workshop was held on September 9, 2024, where they received
304 information from Manager Wagamon concerning a potential Coon Creek direction on a culvert which has
305 been investigated.

306 Manager Wagamon explained that it had turned out to be inaccurate information.

307 District Administrator Tomczik reminded the Board that their workshop item was regarding Alternative #4
308 and the Board was contemplating its implementation. He stated that the Board had reviewed the various

309 alternatives within Alternative #4, one of which is maintenance which awaits a DNR position regarding rare
310 and endangered species.

311 President Bradley explained that the result is that Manager Wagamon has agreed to come in with his papers
312 and cross-check them against the papers that the District has to ensure there is a full record.

313 Mr. Stowe stated that the city has placed a moratorium on building, however, it is only for single-family
314 homes, and not for commercial, industrial, or religious organizations but noted that if any of those were
315 built in the floodplain it would still negatively affect him.

316 Manager Wagamon stated that he would need to look into that information.

317 **ITEMS REQUIRING BOARD ACTION**

318 **1. Highlights of 2025 Budget – Revised from RCWD Board Discussions**

319
320 **Consider Resolution to Adopt 2025 Budget and Direct Certification of 2025 Proposed Tax Levy -**
321 **There will be a public meeting on the District’s budget and levy adopted today on December 11,**
322 **2024 at 6:30 p.m. in the Shoreview City Hall Council Chambers and remotely (teleconference or**
323 **video-teleconference) in conformance with MN Stat. 275.065.**
324

325 District Administrator Tomczik explained that the packet includes a revised, bold/italicized items,
326 2025 budget highlights page that reflects the various items that the Board had discussed and
327 highlighted some of the revisions proposed since their last discussion.

328
329 Manager Robertson stated that her objection to what is in front of the Board today is that she
330 believes the Board resolution should reference a ‘proposed’ 2025 budget. She stated that she
331 spent some time reading Minnesota Statutes 275 and the requirement of the taxing agency is to
332 provide a proposed levy and/or budget to the County Auditor by September, allowing it to send out
333 proposed property tax statements identifying all the taxing agencies on one sheet of paper between
334 November 10th and the end of November, so they can be transparent with the public. She stated
335 that she was not inferring that the Board was not being transparent, but she felt that the State
336 Statute allowed that for a reason and to approve a ‘final’ budget now when, in her opinion, that was
337 not the intent of the statute, made her uncomfortable. She stated that if the resolution were
338 changed to state ‘proposed’ 2025 budget, she would be happy to support it with a ‘yes’ vote in order
339 for the public to receive their proposed property tax statements and the District can hold a public
340 hearing and then vote on a final budget by the December timeline. She explained that she is
341 uncomfortable with how it is presented and reiterated her suggestion to amend the language and
342 if they choose not to, this would serve as an explanation for her ‘no’ vote.

343
344 Manager Wagamon stated that he intended to do the same.
345

346 District Administrator Tomczik stated that the District held the public hearing on the proposed
347 budget and believes that the answer to this issue lies in several State statutes in play, some of which
348 are specific to watershed districts. He stated that the District cannot go higher than the current
349 proposed levy amount and then, in December, there is the requirement of the public information
350 meeting, and noted that the Board may reduce the amount at that time. He noted that typically
351 what has happened in December is that the Board re-certifies the budget and levy and asked District
352 Attorney Holtman to comment.

353
354 President Bradley stated that the second whereas in the resolution refers to the 'proposed' budget
355 and referenced some other areas where the word 'proposed' could be added, but noted that adding
356 it would not actually change anything.

357
358 Manager Robertson reiterated that it would just add a layer of transparency. She stated that there
359 is a disconnect to have the District hold a Truth in Taxation hearing after they had already made a
360 motion and voted on approval of the final budget. She suggested that would be more like asking
361 for an apology after the fact and did not seem transparent.

362
363 Manager Wagamon agreed and stated that it would not feel transparent to him either.

364
365 Manager Waller asked if President Bradley had intended his references to the insertion of
366 'proposed' into the resolution to be a motion.

367
368 President Bradley explained that he wanted to asked District Attorney Holtman if he would support
369 that suggestion.

370
371 District Attorney Holtman stated that Manager Robertson had referred to the State's Truth in
372 Taxation statute, which is a general statute that applies to taxing authorities broadly. He noted
373 that it is a somewhat complicated statute and parts apply to some taxing authorities and not to
374 others. He stated that within the watershed law, Chapter 103D, there is specific language about
375 requirements for budget adoption and levy certification that are applicable only to watershed
376 districts. He explained that Chapter 103D states that before September 15th each year, watershed
377 districts must hold their Truth in Taxation hearing and then must adopt a budget which is certified
378 by September 15th to the County Auditors. He stated that because that is more specific and more
379 strict, it applies and is essentially a layer over the top of the general statute. He stated that the
380 obligation to adopt a budget before September 15th is because there is an obligation to certify the
381 levy by September 15th and in order to do that they first needed to take formal action establishing
382 the budget. He stated that the Board can revise the budget at any time so for the purpose of the
383 September 15th levy, the District needs to adopt a budget and in that sense, it is a final 2025 budget,
384 as the basis for the levy. He noted that after that point, through discussion of priorities and intent,
385 they can adjust the 2025 budget by raising it or lowering it, move funds from reserves or utilize grant
386 funds, in a way that would change their spending and budget.

387
388
389
390
391
392
393
394
395
396
397
398
399
400
401
402
403
404
405
406
407
408
409
410
411
412
413
414
415
416
417
418
419
420
421
422
423
424
425
426

President Bradley read aloud a statement from that resolution that says, ‘be it finally resolved that a levy of \$6,143,782 be certified to the Counties of Anoka, Ramsey, Hennepin, and Washington and levied upon all taxable properties’ He stated that whether the Board chooses to include the words ‘proposed budget’ or not, this certification is explicitly laid out. He noted that they have also already included the word ‘proposed’ within the second whereas statement, so it appears as though the Board would be meeting their obligation.

District Attorney Holtman stated that he does not have the statute in front of him, but believes that it says that the District shall adopt a budget and determine the amount to be certified to the counties by September 15, 2024. He does not object to use of the word ‘proposed’ in relation to the budget, but would advise that the term not be applied to the levy.

Manager Wagamon stated that it just seems wrong to him to have a public hearing after the fact.

President Bradley stated that he understands their point but is attempting to acknowledge the fact that the final will not be done until December.

Manager Waller asked if he had understood District Attorney Holtman to say that the levy is certified in September and that would be permanent, so the District could not lower it.

District Attorney Holtman stated that it is a final levy, meaning that if the Board does not choose to reduce it no further action is required, but that as a matter of practice, the Board can reduce the levy before the end of December.

Manager Waller stated that since they can reduce the levy he does not think they need to be so definite with the decision because the purpose of it is that there is really no need for anything that will happen over the next 3 months, including the public hearing. He explained that the solidness of President Bradley’s definition made him uneasy and he would rather say that this is a proposed budget and include that language in the resolution because that will give the idea that it really is not a final tax levy because there could still be a change in the budget and the levy.

President Bradley read aloud the language change that he believed Manager Waller was proposing.

Manager Waller stated that he was not saying anything about the proposed levy and was saying that when they say that the levy isn’t going to change, it gives the impression that this whole 3 month period now and the public hearing is just a formality that has no meaning which is not true. He stated that the point is that this is the proposed budget, and what is finalized is that the levy cannot go any higher, but can come down.

427 District Attorney Holtman stated that is correct, but he would advise against qualifying how the levy
428 is described and explained that he would not call it a 'proposed levy'.
429

430 Manager Waller stated that he had not suggested calling it a proposed levy and was simply saying
431 that it is a proposed levy, because it is a proposed budget and that budget is what will determine
432 the levy. He explained that what he is taking issue with is the description by President Bradley.
433

434 ***Motion by Manager Bradley, seconded by Manager Wagamon, to amend Resolution 2024-06, to***
435 ***add the word 'proposed' before 2025; in the first 'whereas' statement, the word 'proposed' be***
436 ***added prior to budget; in the first 'therefore' statement, that the word 'proposed' be added prior***
437 ***to 2025, and that the rest of the resolution remain unchanged.***
438

439 District Attorney Holtman noted that the further hearing that the Board will hold in December is not
440 a Truth in Taxation hearing and strictly speaking it is also not a hearing, but is an agenda item. He
441 stated that the District's hearing occurred prior to September 15th. He explained that the Truth in
442 Taxation statute is complicated and does not entirely fit together. He stated that Smith Partners
443 went through it several years ago in an effort to understand precisely how it applies to watershed
444 districts and, in general, it does not, but there are several elements of the statute that do encompass
445 watershed districts.
446

447 Manager Weinandt explained that she would be voting against the proposed amendment to the
448 resolution because as she reads this, it says within the second 'whereas' statement that in August,
449 the District discussed a proposed 2025 District budget and that time had now passed. She noted
450 that what they are doing here is basically for the purpose of the levy is telling the counties that this
451 is what the District believes that their levy will be. She stated that if the Board decides that they
452 want to lower it that would be the discussion that they have in December.
453

454 President Bradley stated that the alternative discussion item that he would propose is that instead
455 of adding the word 'proposed' before budgets, they add a 'whereas' statement that states that the
456 budget may not be increased, but may be decreased at the December meeting.
457

458 Manager Waller reminded the Board that there is a motion currently on the floor and asked if
459 President Bradley is proposing an amendment to his original motion.
460

461 President Bradley explained that he is suggesting withdrawing that motion and replacing it with a
462 different motion.
463

464 Manager Robertson stated that there was nothing that precludes the District from being additionally
465 transparent, outside of the base minimums that have been laid out in State statute. She reiterated
466 that her issue with this is just the transparency and noted that it also does not allow her to fulfill her
467 obligation to the county that appointed her to serve on this Board. She stated that everyone else

468 is doing their preliminary levy right now and this just does not seem to be transparent. She
469 suggested that the Board vote on the current amended motion that is on the table and explained
470 that if the proposed language change were removed, she would not support that. She explained
471 that her decision is not for the purpose of being disruptive, but because of her concern about
472 transparency.

473
474 President Bradley asked Manager Robertson if a more useful change may be to add a clause that
475 explains the continued process.

476
477 Manager Robertson reiterated that she would vote for the amended language that is currently on
478 the floor because it identifies what they were reviewing today as proposed/preliminary.

479
480 Manager Wagamon stated that he agrees with Manager Robertson.

481
482 Manager Waller called the question on the existing motion on the floor.

483
484 **Motion carried 3-2 (President Bradley and Manager Weinandt opposed).**

485
486 ***Motion by Manager Bradley, seconded by Manager Waller, to Adopt Resolution 2024-06***
487 ***Resolution to Adopt 2025 Budget and Direct Certification of 2025 Tax Levy, as amended.***

488
489 **THEREFORE BE IT RESOLVED**, that the Rice Creek Watershed District Board of Managers adopts a
490 proposed 2025 general fund and plan implementation budget totaling \$9,410,614;

491 **BE IT FURTHER RESOLVED**, that the Rice Creek Watershed District Board of Managers approves a
492 close out transfer sufficient to completely close out fund 95-01 and fund 95-02, estimated to be
493 net \$516,883, subject to audited year-end closing adjustments and further approves fund transfers
494 in adherence to District fund balance policy;

495 **BE IT FINALLY RESOLVED**, that a levy of \$6,143,782 be certified to the Counties of Anoka, Ramsey,
496 Hennepin and Washington and levied upon all taxable property in the Rice Creek Watershed
497 District for the year 2025, as authorized by the Metropolitan Surface Water Management Act,
498 Minnesota Statutes Section 103B.241, to pay the cost to prepare the District's watershed
499 management plan and for projects identified in the plan as necessary to implement the purposes
500 of Minnesota Statutes Section 103B.201;

501
502 Manager Waller explained that he would be voting against this resolution because the resolution,
503 in his opinion, has \$1.5 million in regulatory spending which he considers way out of line. He stated
504 that this resolution sets a cap on the amount of money to be taxed and he does not agree with the
505 \$1.5 million in the regulatory area.

506
507 Manager Robertson asked for an overview of the motion before the Board.

508
509
510
511
512
513
514
515
516
517
518
519
520
521
522
523
524
525
526
527
528
529
530
531
532
533
534
535
536
537
538
539
540
541
542
543
544
545
546
547
548

President Bradley explained that it is the resolution found on page 127 of the packet, including the addition of the 3 ‘proposed’ statements that were outlined in the previous motion.

Manager Wagamon stated that he agrees with Manager Waller because he also does not like the amount of money allocated to regulatory items, but he would vote in favor of this resolution. He noted that this is definitely something that the Board should be looking into.

President Bradley reminded the Board that there will be a workshop meeting where the rules will be discussed and if they decide to make some sort of wholesale change to the rules, it would end up changing the budget, which would be reflected in December. He explained that he would urge Manager Waller to consider voting in favor of this motion, subject to whatever further change occurs moving forward.

Manager Waller explained that he would still be voting against this motion because that will provide a record of his interest in having a very detailed discussion about the rules. He reiterated that they will have the opportunity in December to be reduced and would like it to be known that he was very strongly in favor of reducing the rules and changing that budget item.

ROLL CALL:

Manager Bradley – Aye

Manager Robertson – Aye

Manager Wagamon – Aye

Manager Waller – Nay

Manager Weinandt – Aye

Motion carried 4-1.

2. JACON LLC Final Pay Request #6 – AWJD 3 Branches 1, 2 & 4 Repair Project

Drainage and Facilities Manager Schmidt explained that this would be the final payment and would also close the contract for the repair project at AWJD 3, Branches 1, 2, and 4. He noted that part of the project was intended to start in 2023, but the majority of the work took place in 2024. He explained that this would also release all the retainage that has been held to this point.

District Engineer Nies gave a brief presentation on the project close-out of JD 3, Branches 1, 2 and 4 repair project and some of the challenges that they faced. He reviewed the final construction costs, the engineer’s estimate, payments made to date, retainage, and the final payment amount. He shared photos of the project, and reviewed some of the expected future maintenance needs.

Manager Waller stated he believes that the last time this drainage ditch was cleaned was around 1959. He noted that District Engineer Nies had stated that there will need to be future maintenance and believes the current schedule and dedicated funds for maintenance for the

549 District’s 120 miles of ditches is inadequate. He stated that there is a gas pipeline located on one of
550 these branches and asked if that has been lowered.

551
552 District Engineer Nies stated that there is a gas pipeline crossing and noted that the gas folks were
553 on site for several days while they were excavating around those areas but lowering the pipeline
554 was not part of this project.

555
556 District Engineer Otterness stated that Flint Hill Resources, the owner of the pipeline, has come in
557 for a permit to lower the pipeline, but he does not know the schedule for the work.

558
559 District Engineer Niese displayed a few more photos from the project and outlined some of the
560 project challenges including a formal DNR wetland violation, described the use of an amphibious
561 excavator, and gave a few additional project highlights.

562
563 Manager Waller noted that he was glad to hear that staff held a lot of meetings with everyone that
564 was involved in this project. He asked that staff put something in bold print on their checklists that
565 there be lots of driving over the area where they were going to do the repair prior to bringing the
566 machines in, so regardless of how cold it is, they can drive that frost down into the ground so they
567 can try to manage things like limiting getting stuck in the mud. He stated that he understood that
568 staff could not control the contractor, but would like this to be raised during their meetings, because
569 many of these companies do not work on drainage ditches every day.

570
571 ***Motion by Manager Robertson, seconded by Manager Waller, to approve JACON LLC’s final pay***
572 ***request as submitted and certified by the District Engineer and directs staff to issue payment of***
573 ***\$27,731.22. Motion carried 5-0.***

574
575 **3. Check Register Dated September 11, 2024, in the Amount of \$161,334.24 Prepared by Redpath**
576 **and Company**
577 ***Motion by Manager Weinandt, seconded by Manager Robertson, to approve check register dated***
578 ***September 11, 2024, in the Amount of \$161,334.24 prepared by Redpath and Company. Motion***
579 ***carried 5-0.***

580

581 **ITEMS FOR DISCUSSION AND INFORMATION**

582 **1. District Engineer Update and Timeline**

583
584 **2. Administrator Updates**
585 District Administrator Tomczik referenced a workshop follow-up item regarding ACD 10-22-32.
586 Manager Wagamon supplied 1 page of Coon Creek Watershed District’s (CCWD) minutes. He
587 noted that Manager Wagamon’s one page of CCWD minutes was referencing a different project and
588 has nothing to do with ACD 10-22-32 and Jodrell. He distributed copies of the complete CCWD
589 minutes to the Board for them to read at their leisure. He noted that he and Drainage and Facilities

590 Manager Schmidt would also like to provide a few public drainage updates and referenced the
591 concern that was raised at the sod farm with the private culvert.

592
593 Drainage and Facilities Manager Schmidt stated that the District did some pumping around a
594 potentially failing culvert on Robinson Sod Farm. He noted that the pumping was done in order to
595 alleviate the immediate flooding upstream and explained that they were looking to investigate
596 further in order to verify the culvert's condition. He stated that they are planning to do some
597 survey work in order to get some preliminary indications when the water is low enough to physically
598 see it.

599
600 District Administrator Tomczik stated that he was not present at the last meeting when Mr. Stowe
601 had addressed the Board about some concerns including Andall Street culvert but explained that
602 Houston Engineering is working on a memo about those concerns, which will be on their October
603 workshop meeting agenda.

604
605 Drainage and Facilities Manager Schmidt stated that Manager Wagamon had pointed out some
606 concerns from a different landowner about this situation and explained that they investigated it and
607 discovered that the culvert under Andall Street is experiencing a failing catch basin. He stated that
608 it is collapsing and is full of sediment, so the District had notified the City of Lino Lakes Public Works
609 Department who will be addressing the issue by repairing the catch basin and evacuating the
610 sediment from the culvert.

611
612 Mr. Stowe stated that pipe was negatively affecting him in addition to the next one downstream
613 and, most likely, the one that crosses 4th Street as well. He stated that because the District had
614 lowered those pipes, he felt that they also needed to be lowered downstream and increased in size
615 because the storm surge that has water sitting in a wetland area, the water evaporates or
616 penetrates. He stated that if they get 6 inches of rain, it would take millions of gallons before it
617 would come to his property and now, because it is at the bottom, it all comes right to his property
618 so he was constantly under water. He stated that anytime they see the sod farms under water, he
619 is also under water.

620
621 District Administrator Tomczik stated that it would be a good idea to ask the District Engineer to
622 comment because the District had repaired this system previously, determined the ACSIC and
623 confirmed the culvert sizing.

624
625 District Engineer Otterness stated that he has confirmed that the culvert is at the adopted profile
626 elevation which was why the District did not change anything when they had completed the repairs
627 in 2013. He noted that, at that time, they had also reviewed the size of the culvert and it was
628 determined to be adequate at that time in the repair report. He stated that the culvert is larger than
629 the upstream one at Pine Street and noted that the failure that is occurring is on a catch basin into
630 the culvert and the city is not planning to make any change on the culvert itself. He stated that the

631 city has the prerogative, since it is their infrastructure, to modify the size and elevation of their
632 infrastructure, if they feel it would suit their needs, but reiterated that currently the size and
633 elevation is adequate for the drainage system.

634
635 Mr. Stowe stated that it 'was' adequate, but then the District lowered the pipes upstream and
636 because they did not lower the pipes downstream, he was getting flooded out. He reminded the
637 Board about the situation with Rick Wilder and noted that he felt his situation was very similar.

638
639 District Administrator Tomczik explained that the request he had made to Houston Engineering in
640 exploration of the original comment from Mr. Stowe does include assessment of the culvert. He
641 stated that consistent with what District Engineer Otterness had shared, the District's duty is to the
642 ACSIC and its functioning capacity, so when those systems are built and remain in that condition,
643 anything that would change that would be an improvement which would then require a lot of
644 protocol and work to get there.

645
646 President Bradley noted that it would also require cost recovery.

647
648 District Administrator Tomczik agreed that it would involve cost recovery from the landowners in
649 the area. He stated that the Board had discussed Pine Street a bit at the workshop and explained
650 that the District was working on getting some bids and would bring that information back to the
651 Board. He stated that it would also need Wetland Conservation Act approval with a permit that
652 would tie in the District's wetland bank credits. He noted that Drainage and Facilities Manager
653 Schmidt had made a comment about all the work they are doing with relation to things like beaver
654 dams, downed trees, high water, precipitation, and noted that the District was spending through
655 their budgeted amount and that needs remain high, including for Pine Street. He stated that he
656 just wanted to advise the Board that they were nearing their budgeted amount and staff would
657 continue to monitor this and provide the Board with any updates. He noted that the District was
658 currently at 150% of normal precipitation at the 95th percentile which is a lot of water and explained
659 that at the New Brighton creek measuring station, shows that they are at 146 cubic feet/second
660 when the normal is 40 cubic feet/second.

661
662 Administrator Tomczik noted that Program Support Technician Hurley, one of the District's new
663 hires, is quite skilled in IT matters and has been putting forth some security efforts and ways to make
664 sure that staff are aware of various phishing attempts.

665
666 **3. Managers Update**

667 Manager Waller attended the Washington County Consortium meeting and gave a brief overview
668 of the topics discussed. He suggested that the Board review the front page of the Minnesota Star
669 and Tribune and the St. Paul Pioneer Press from a week ago which had extensive articles about
670 forever chemicals.

671

672 Manager Wagamon stated that in relation to the comments made by Mr. Stowe, he felt that the
673 whole system was a disaster. He stated that he knows that the District has worked on it, but felt
674 that it needed to be fixed. Manager Wagamon stated that when he had turned in the document
675 (1 page of the CCWD minutes), he told the Board that he had done his very best to verify it and
676 wanted to thank Office Manager Stasica for her investigation skills in obtaining a copy of the
677 complete CCWD minutes.

678
679 Manager Robertson confirmed that she was slated to attend the October 2, 2024, CAC meeting.

680
681 President Bradley stated that he had attended the CAC meeting where they approved a number of
682 stormwater grants that will be presented to the Board as part of an upcoming agenda.

683
684 **ADJOURNMENT**

685 ***Motion by Manager Bradley, seconded by Manager Waller, to adjourn the meeting at 11:07 a.m.***
686 ***Motion carried 5-0.***

687

CONSENT AGENDA

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

Table of Contents-Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
24-058	Walters MRF LLC	Blaine	Final Site Drainage Plan	CAPROC 3 items

It was moved by Manager _____ and seconded by Manager _____, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated September 17, 2024.

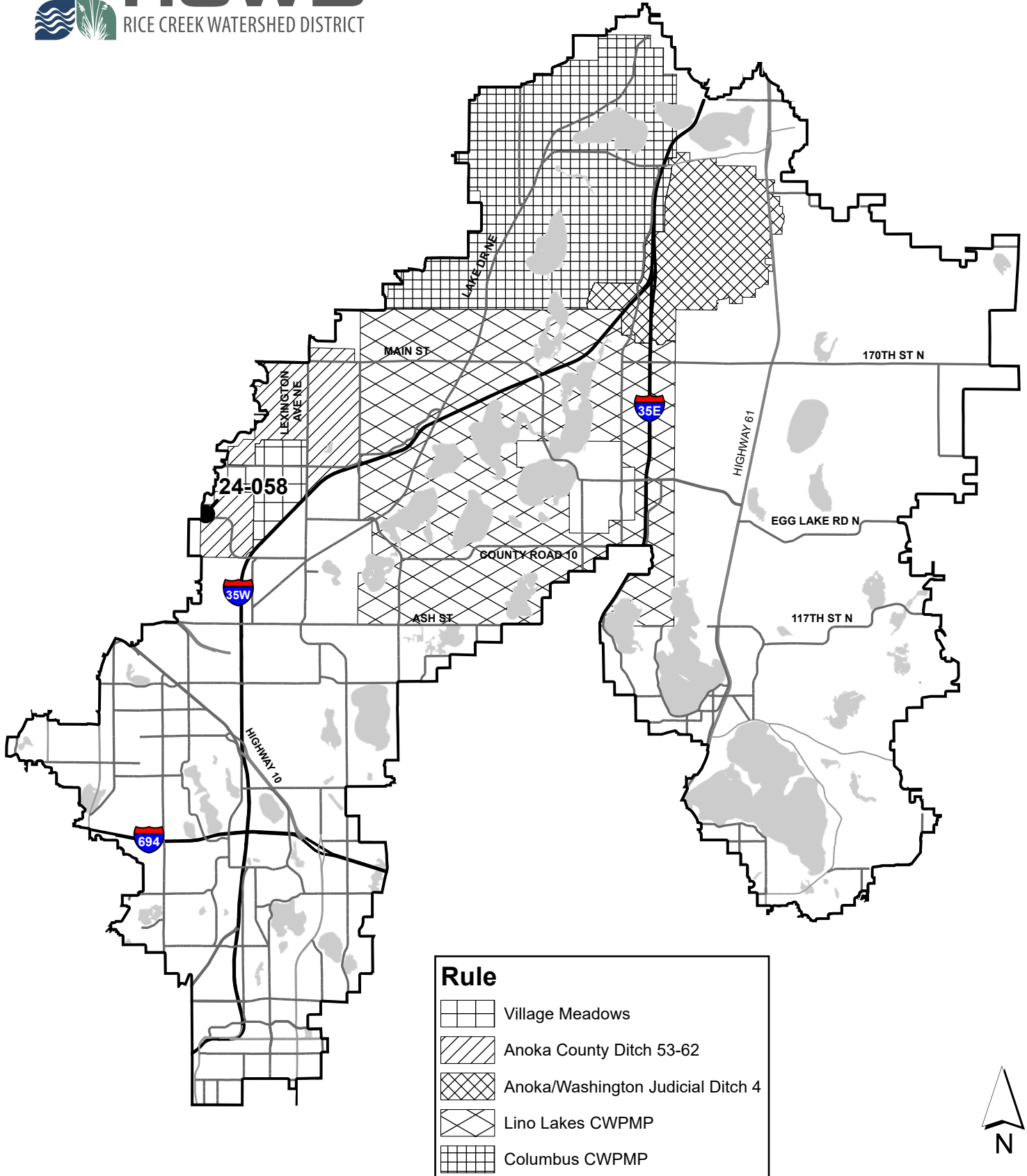
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**

September 25, 2024

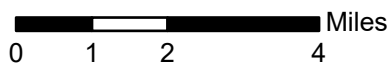
It was moved by _____ and seconded by _____ to Approve, Conditionally Approve Pending Receipt Of Changes, or Deny, the Permit Application noted in the following Table of Contents, in accordance with the District Engineer’s Findings and Recommendations, as contained in the Engineer’s Findings and Recommendations, as contained in the Engineer’s Report dated September 17, 2024.

TABLE OF CONTENTS

Permit Application Number	Applicant	Page	Recommendation
Permit Location Map		27	
24-058	Walters MRF LLC	28	CAPROC



Permit Reviews
09/25/2024 Agenda





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

Permit Application Number: 24-058
Permit Application Name: Walters Recycling & Reuse - Transfer Station Expansion

Applicant/Landowner:

Walters MRF LLC
Attn: Mike Moroz
2830 101st Ave NE
Blaine, MN 55449
Ph: 763-780-8464
mikem@waltersrecycling.com

Permit Contact:

Stantec
Attn: Roshaan Grieme
733 Marquette Avenue STE 1000
Minneapolis, MN 55402
Ph: 763-252-6871
roshaan.grieme@stantec.com

Project Name: Walters Recycling & Reuse - Transfer Station Expansion

Purpose: FSD – Final Site Drainage; Expansion of the existing transfer station building to accommodate increased waste volume proposed to be handled at the site

Site Size: 7.19± acre parcel / 1.29 ± acres of disturbed area; existing and proposed impervious areas are 4.48 ± acres and 4.70 ± acres, respectively

Location: 10191 Xylite St NE, Blaine

T-R-S: SW ¼, Section 22, T31N, R23W

District Rule: C, D

Recommendation: CAPROC

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

Conditions to be Met Before Permit Issuance:

Rule D – Erosion and Sediment Control

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

Administrative

2. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board. Final plans must include the following:
 - Ensure the datum is labeled.
3. The applicant must submit a cash surety of \$1,000 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The surety is based on \$1,000 for 1.29 acres of disturbance.

Stipulations: None.

Exhibits:

1. Preliminary plan set containing 13 sheets dated 8-15-2024 and received 8-16-2024
2. Permit application, dated 8-9-2024 and received 8-16-2024
3. Stormwater Calculations, latest revision dated 8-15-2024 and received 8-16-2024, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions
4. Revised storm water narrative, revised and received on 9-5-2024.
5. Permit 22-007

Findings:

1. Description – The project proposes to construct a building expansion for an existing transfer station, on a 7.19± acre parcel located in Blaine. The project will increase the impervious area from 4.48 ± acres to 4.70± acres and disturb 1.29± acres overall. Runoff from the site drains to the existing BMPs, then to city storm sewer to Anoka County Ditch 53-62 Branch 5 Lateral 2, and ultimately Golden Lake, the Resource of Concern. The applicant has submitted a \$3,000 application fee for a Rule C permit creating less than 5 acres of new and/or reconstructed impervious surface.
2. Stormwater – The applicant is proposing the BMPs as described below for the project:

Existing BMP Description	Location	Pretreatment	Volume provided	EOF
East Underground Infiltration Basin	East property line	Sumps	38,855± cubic feet below the outlet	912±
Northwest Underground Infiltration Basin	Northwest corner of site	Sumps	8,630± cubic feet below the outlet	910.5±

Soils on site are primarily SP-SM silty sands (HSG B). Infiltration is considered feasible. The previous water quality requirement for the site was 29,939± cubic feet. The Water Quality requirement for the proposed project is 1.1-inches over the new/reconstructed impervious area (0.83± acres) for a total of 3,323± cubic feet and a total Water Quality requirement for the site of 33,162± cubic feet. The project also includes 0.33± acres of reconstructed impervious surface that was previously reconstructed is treated to current standards under the previous permits.

The existing infiltration basins, constructed under permit 22-007, are functional, adequately sized and meet the current design standards. The applicant has treated 100% of the project area. Additional TSS removal is not required. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(a).

Point of Discharge	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
To city storm sewer	0.1	0.3	0.4	0.6	7.3	5.8

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

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

3. Wetlands – Wetlands were delineated under permit file 12-065, and a boundary decision was issued on 9-6-2012. The boundary decision is no longer valid, but the wetland is outside the proposed project area and thus there will be no wetland impacts.
4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence, bio-logs, rock construction entrance, and inlet protection. The project will disturb more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheet C-201 and C202. The information listed under the Rule D – Erosion and Sediment Control section above must be submitted. Otherwise, the project complies with RCWD Rule D requirements. The project does not flow to a nutrient impaired water (within 1 mile).
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable.
8. Documenting Easements and Maintenance Obligations – The easement and maintenance obligations were satisfied under permit 22-007.
9. Previous Permit Information – The site was originally constructed under permit 12-065. The site was expanded which included a redesign and installation of the current underground infiltration basins under permit 22-007. Pre-application information can be found under review file 24-134R.

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.



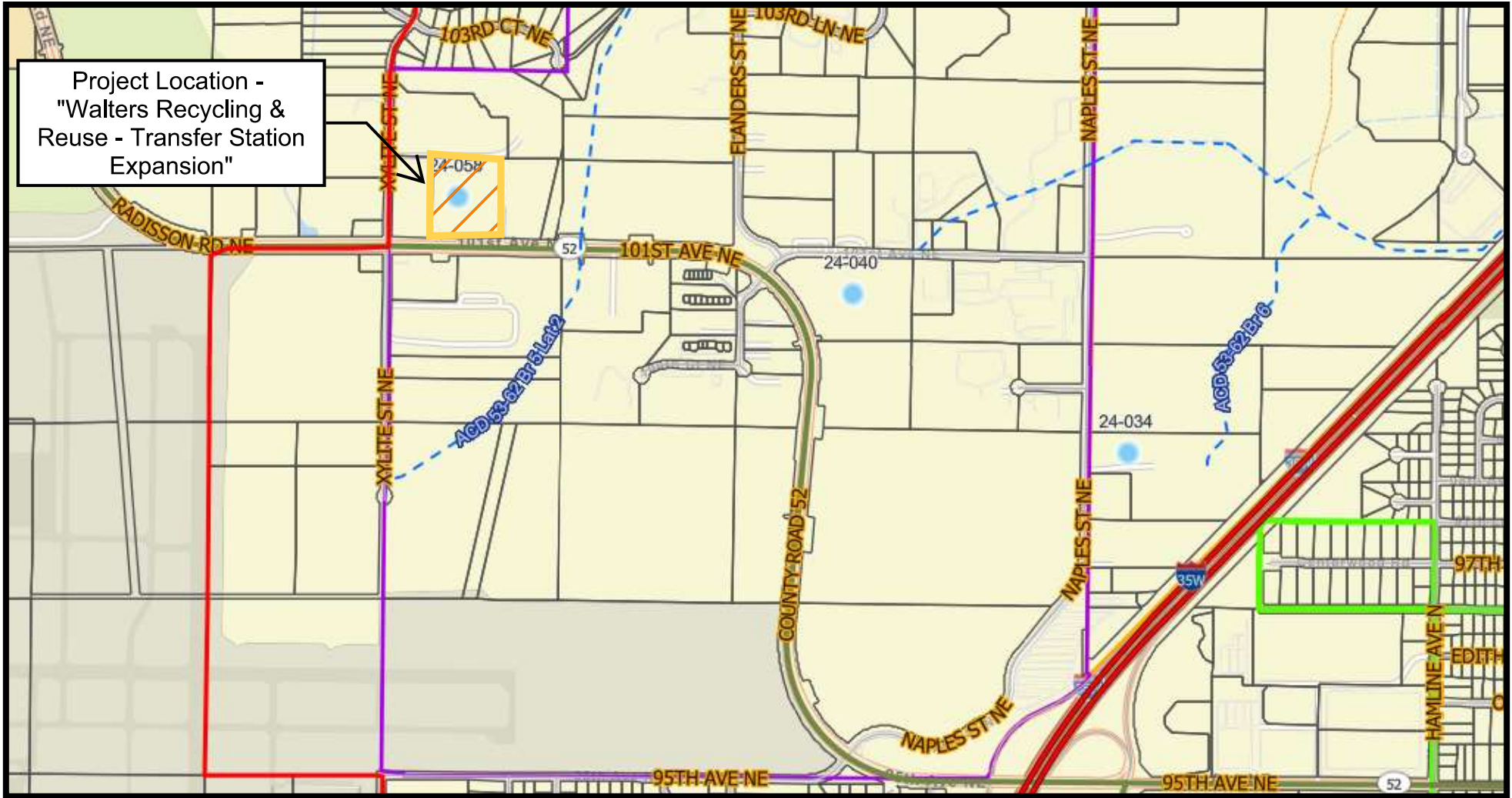
09/17/2024

Greg Bowles, MN Reg. No 41929



09/17/2024

Katherine MacDonald, MN Reg. No 44590




Project Location -
"Walters Recycling &
Reuse - Transfer Station
Expansion"

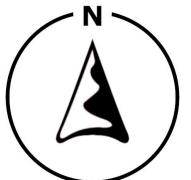
Legend

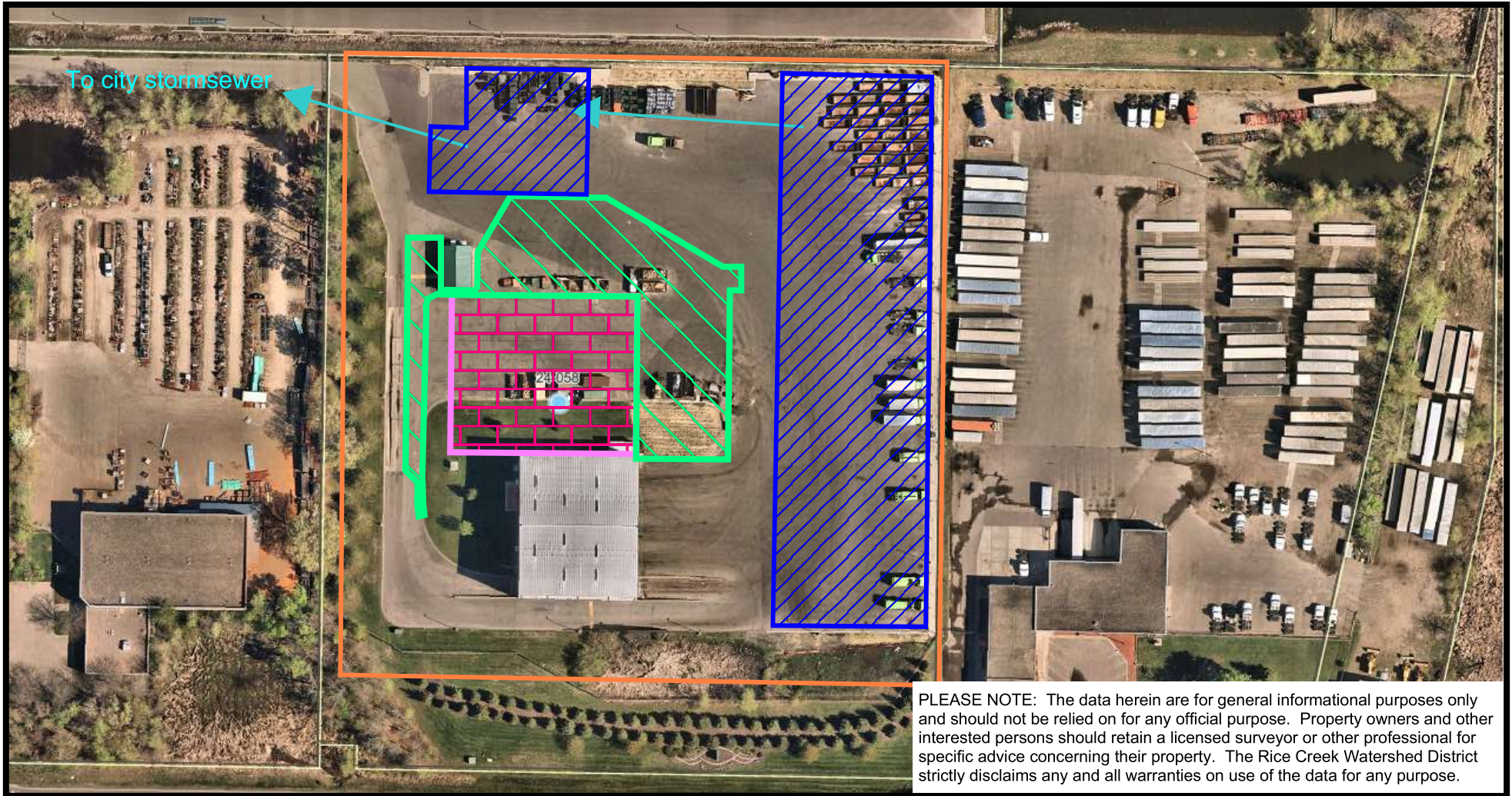
 District Boundary

 Project Location

 Public Ditch - Open Channel

 Private Ditch






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

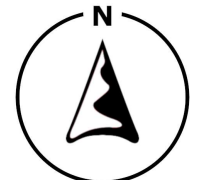
 Project Location

 New and reconstructed impervious area

 Building addition

 Existing underground infiltration basin

 Drainage Arrow



ITEMS REQUIRING BOARD ACTION

1. 2025 Stormwater Management Grant Release (Will Roach)

MEMORANDUM

Rice Creek Watershed District



Date: September 10, 2024
To: RCWD Board of Managers
From: Will Roach, Watershed Technician/Inspector
Subject: 2025 Stormwater Management Grant Program

Introduction

Staff have prepared the program guidelines and associated materials for the upcoming 2025 Stormwater Management Grant program year and are recommending District Board action to authorize the program. The Citizen Advisory Committee (CAC) was invited to review the documents and provide feedback prior to the RCWD Board consideration at the September 25th meeting.

Background

It is now time for the RCWD Board of Managers to consider the program guidelines for the 2025 Stormwater Management Grant program (Attached). In preparing these documents, RCWD staff included proposed additional language in *Section 1 -Applications* and *Section 7 – Bids and Permits* to the draft program guidelines document. The added language to Section 1 included additional modeling requirements in the form of volume reduction estimates as well as the requirement that entities schedule a pre-application meeting with District staff and the District engineer to discuss their potential project prior to submitting their application. The added language to Section 7 added a clarification point for applicants that grant approval does not supersede any potential permitting requirements from RCWD or other agencies. Staff also proposed language changes to the Application form in *Section 6 – Summary and Abstract* and *Section 12 - Project Readiness*. The proposed language change to Section 6 consisted of removing the requirement of applicants indicating how they notified about the Stormwater Management Grant Program. The language change in Section 12 requires applicants to address whether any permits for their project are required, and if so, from which agency and where the project is regarding that process.

Staff presented these draft documents and proposed changes to the District’s Citizen Advisory Committee (CAC) for review and input during their regularly scheduled meeting on September 4th, 2024. During the discussion at the meeting, the CAC voted on and approved several motions pertaining to additional language and requirements to be included in the Program Guidelines document and Application form. The first of these motions consisted of including language that specifies that in addition to maintenance and repair work being ineligible for grant funding, that the District will not consider projects from entities that owe funds to the District, this language has been added to *Section 3 – Funding Availability, Local Match & Eligible Costs* in the Program Guidelines. The second of the motions approved by the CAC required that applicants specify the responsible individual for long-term maintenance and monitoring for a project as well as a schedule for maintenance activities and submittal of a written report summarizing these activities, this language was included in *Section 8 – Project Description* and *Section 10 – Measurable Outcomes* in the Program Application form, and *Section 6 – Design & Maintenance Plan* of the Program Guidelines document. The final approved motion for additional language was that a requirement for regular reporting of projects be included, this language was added as a new section, *Section 10 – Reporting* to the Program Guidelines document and includes what type of information should be provided in said report and when the report needs to be submitted.

MEMORANDUM
Rice Creek Watershed District



Subsequently, Staff have also updated the Grant Agreement template and the Request for Proposals letter have been updated to reference these new language additions.

Houston Engineering Inc. (HEI) has prepared a Task Order for the Engineer’s review of applications submitted for the 2025 Stormwater Management Grant program. The purpose of the Task Order is for HEI to perform technical reviews of all submitted applications and the technical merits and feasibility of the proposals. In addition to providing technical review, HEI will also evaluate, and rank projects based on the program guidelines to aid staff in making final recommendations to the Board of Managers.

Attached are the final drafts of the updated Request for Proposals, Program Guidelines, Application form, and Grant Agreement documents. The Program guidelines and Application forms were reviewed by the CAC at their September 4th meeting and a copy of the Task order is also attached. The RFP and Grant agreement documents have been revised to better reflect the additional language approved by the CAC. Below is the anticipated timeline for the 2025 program year:

OBJECTIVE	DATE
Gather RFP input from CAC:	09/04/2024
RCWD Board discussion & authorization of program:	09/25/2024
Email RFP to potential applicants:	09/27/2024
Application due date:	12/19/2024
CAC provided with applications and instructions for individual reviews:	12/30/2024
CAC completes review, submits scores to RCWD staff (during meeting):	02/05/2025
RCWD Board holds M.S. 103B.251 public hearing:	02/12/2025
RCWD Board action to approve selected applications:	02/26/2025

Staff Recommendation

Staff recommends that the Board authorize release of the program, and that staff begin soliciting applications for the 2025 Stormwater Management Grant program via distribution of an RFP to all known potential applicants. Staff also recommends the adoption/approval of the attached Task Order prepared by Houston Engineering.

Proposed Motion

Manager _____ moves to authorize staff to initiate the 2025 Stormwater Management Grant program and to notify potential applicants of funding availability by publishing the attached Request for Proposals.

Manger _____ moves to approve the HEI Task Order 2024 – OXX for Engineering review of the 2025 Stormwater Management Grant program applications.

Attachments

- Draft Request for Proposals notice
- Draft Program Guidelines
- Draft Program Application form
- Draft Grant Agreement document
- HEI Task Order 2024 – 008



Rice Creek Watershed District Stormwater Management Grant Program 2025 Request for Proposals

Date: XXXX

Dear RCWD Partner:

The Rice Creek Watershed District (RCWD) plans to provide up to \$300,000 in Stormwater Management Grant funding in 2025 to assist cities, counties, school districts, libraries and other public and private entities with implementation of their stormwater management projects. This funding supports the goals and objectives outlined in the RCWD Watershed Management Plan and is part of RCWD's continued efforts to protect and enhance its water resources through partnerships with our member communities. This funding is intended for projects that provide stormwater quality treatment, runoff volume reductions, peak runoff rate control and/or reductions in groundwater usage. Projects proposed in conjunction with municipal street reconstruction projects or other site redevelopment projects are encouraged.

Please review the attached program guidelines **in depth** for more information regarding funding eligibility, acceptable project types, and other program requirements **as there have been revisions made**. Prospective applicants **are required** to contact Will Roach, RCWD Watershed Technician/Inspector, at (763)-398-3085 or wroach@ricecreek.org to schedule a pre-application review session and to address any questions pertaining to the program. This is a competitive cost – share program; not all applications will receive funding.

An electronic version of the application form can be downloaded at www.ricecreek.org/grants under the Stormwater Management Grant Program link. To submit a proposal for consideration, complete and sign the application form and submit it along with all required additional information to the RCWD **no later than 4:30pm on Thursday, December 19, 2024**. Electronic submittals are encouraged.

Sincerely,

Nick Tomczik, Administrator

Submit By Mail:

Stormwater Management Grant Program
Rice Creek Watershed District
4325 Pheasant Ridge Drive NE #611
Blaine, MN 55449-4539

Submit By Email:

wroach@ricecreek.org
Subject: Stormwater Management Grant Application

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

BOARD OF
MANAGERS

Jess Robertson
Anoka County

Steven P. Wagamon
Anoka County

Michael J. Bradley
Ramsey County

Marcie Weinandt
Ramsey County

John J. Waller
Washington County



Rice Creek Watershed District Stormwater Management Grant 2025 Program Guidelines

1. Application

The application form for the RCWD Stormwater Management Grant Program can be downloaded from the RCWD’s website at <http://www.ricecreek.org/grants>. A complete application, including a conceptual design, pollutant reduction estimates, **volume reductions estimates**, and detailed cost estimate must be submitted for RCWD review to ensure consistency of the project with RCWD water quality and/or flood control goals and objectives. **All sections (1 through 13) on the application form are required.** Program applications must be submitted to the RCWD no later than 4:30pm on Thursday, December 19, 2024. **Prior to submittal, applicants are required to reach out to RCWD staff and the District engineer for a pre-application meeting to discuss the proposed project.**

2. Proposal Review Schedule

Applications will be accepted and reviewed according to the following tentative schedule:

<i>Application Deadline</i>	<i>RCWD Citizen Advisory Committee Review</i>	<i>RCWD Board Public Hearing</i>	<i>RCWD Board Final Action</i>
December 19, 2024	February 5, 2025	February 12, 2025	February 26, 2025

3. Funding Availability, Local Match & Eligible Costs

The RCWD plans to make available up to \$300,000 in funding for the 2025 program year. For approved projects, the RCWD may offer grant funding of up to 50% of eligible project costs, typically not to exceed \$100,000 per project. Stormwater reuse irrigation project applications approved for RCWD funds may be offered funding at a level of \$10,000 per acre irrigated, provided that adequate stormwater supply and storage are available and/or constructed as a part of the project. This may result in a stormwater reuse irrigation project being offered more than \$100,000. Proposed stormwater treatment projects that are required for compliance with RCWD Rule C are not eligible unless the proposed outcomes exceed RCWD permit requirements. Stormwater reuse projects are exempt from this exclusion. Any RCWD Rule C water quality treatment credits created by a stormwater reuse project may not be used to satisfy RCWD Rule C requirements for other projects that either (1) drain to a different Resource of Concern, or (2) are located downstream from the proposed stormwater reuse project.

Eligible project costs generally include construction materials, labor, engineering and public engagement costs, subject to RCWD approval. The RCWD Board of Managers reserves the right to (1) offer additional funding to projects that result in multiple District-wide or regional benefits, (2) offer grant funding to a selected project for less than the requested amount, and/or (3) offer grant funding for only a specific portion(s) of a selected project.

Projects proposing the maintenance or repair of existing stormwater management infrastructure are ineligible for Stormwater Management Grant funding. Additionally, projects that are proposed by entities that owe funds to the District will not be considered.

4. Application Scoring

Each application will be independently reviewed by RCWD staff, the RCWD engineer, and the RCWD Citizen Advisory Committee (CAC). Staff, engineer, and CAC scores will be aggregated into an average final score and all applications will be ranked by final score. Funding will be proposed by RCWD staff for allocation in order of rank until funds are exhausted or all eligible projects have been awarded funds.

Applications will be scored using the following criteria:

Ranking Criteria	Maximum Possible Points
Description: The project description succinctly describes what results the applicant is trying to achieve and how the results are to be achieved.	10
Prioritization (Relationship to Plans): The proposal is based on priority protection or restoration actions listed in or derived from the RCWD Watershed Management Plan (including Appendix G: Member Community Project List), an approved City local water plan, or another recognized water quality or flood control study.	15
Targeting: The proposed project addresses identified critical pollution sources or risks impacting the water resource(s).	15
Measurable Outcomes: The proposed project has a quantifiable reduction in surface water pollution, flood risk, and/or groundwater usage and directly addresses the water quality, flooding or groundwater use concern identified in the application.	20
Cost-Effectiveness: The application identifies a cost-effective and feasible solution to address the non-point pollution, flood control, and/or groundwater use concern(s).	20
Project Readiness: The application has a set of specific activities that can be implemented soon after grant award.	10
Engagement Opportunities: The application identifies specific outreach efforts that will be effective in educating the public about the project.	10
Total Points Available	100

The RCWD Board will make a final decision on which proposals are funded and at what amount; the final Board decision may vary from the description above. Applications that are not selected for funding may be resubmitted for consideration in a future year, subject to program availability.

Submittal of an application, regardless of funding availability, does not guarantee acceptance into the program or an offer of grant funds by the RCWD.

5. Grant Agreement & Schedule

Upon formal acceptance into the program by the RCWD Board, a grant agreement will be provided to the grant recipient and must be executed and returned to the RCWD. If an executed agreement is not received by the RCWD on or before May 30, 2025, encumbered funds may be withdrawn and made available for reallocation to another project. Projects funded in 2025 must be completed by October 29, 2027, and all financial and other required information must be submitted to the RCWD by December 31, 2027.

6. Design & Maintenance Plans

Projects must be designed by a licensed Professional Engineer or Landscape Architect.

Final design specifications and calculations must be submitted for RCWD review and approval prior to initiation of the project. Failure to obtain approval of the project design plans in writing from RCWD prior to construction may result in cancellation of the grant agreement.

An operation and maintenance plan must be submitted to the RCWD before any grant funding is dispersed. The plan must identify the individual(s) responsible for long-term maintenance and monitoring and include an anticipated maintenance and monitoring schedule. Project maintenance and monitoring is the sole responsibility of the applicant and RCWD will not accept any maintenance and monitoring responsibility for projects funded through this program.

7. Bids & Permits

Successful applicants must provide the RCWD with information on bid tabulation or contractor quotes, the applicant's issued notice to proceed, and certification by the applicant that all necessary permits and agency approvals have been obtained. Acquisition of required permits and approvals will be the sole responsibility of the applicant. **Grant approval does not supersede any potential permit requirements (Agency, RCWD, etc.).**

8. Property Ownership

RCWD prefers that proposed projects be located on property that is either owned by the applicant or subject to a perpetual easement in favor of the applicant. If not, a signed letter of concurrence shall be submitted by the landowner indicating their understanding that the applicant is seeking funds for a project proposed to be built on the landowner's property and that the landowner intends to work with the applicant to arrange for a transfer of title to the property, recording of a perpetual easement over the project area, or some other form of permanent agreement to allow the applicant's legal access to the property for construction, operation and long-term maintenance of the project. Failure to obtain adequate access to the subject property prior to commencement of the project will result in cancellation of the grant agreement.

9. Public Engagement

Applicants must incorporate a public engagement component into the project. Possible options include installation of permanent project signage or hosting a public tour of the project. Other unique ideas are welcome. RCWD staff can be made available to assist successful applicants with this component of the project. Direct costs associated with the public engagement component may be included in the total estimated project cost.

10. Reporting

Annual written progress reports are due to RCWD by December 31st each year the grant is active, including any extensions. The first report for the 2025 Stormwater Management Grant program will be due December 31, 2025. Reports must include, at minimum, (1) a summary of project activities completed in the current year, (2) an updated timeline for project completion, (3) a summary of project expenditures to date, (4) Photos of BMPs if construction has started. A template for reporting will be provided upon grant award.

11. Project Payment

The grant agreement will allow for disbursement of 50% of the grant funds to the grantee upon RCWD approval of final project design and maintenance plans, if requested by the grantee. Final payment will only be possible upon project completion. Applicants must provide paid invoices and documentation that the project was completed according to the approved design standards, specifications and pollution reduction estimates, in addition to any other documentation that RCWD staff may require. Public engagement components of implementation projects (signage, tours, etc.) must be installed and/or complete prior to disbursement of the final grant payment.

12. Conformance to Guidelines

The RCWD reserves the right to withdraw or withhold funding for any project not completed in accordance with these guidelines.

13. Submitted Information

Any submitted information, including applications, conceptual designs, cost estimates, bid tabulations, final designs and specifications, permits, studies and reports, and proof of expenditures becomes part of the public record.



Rice Creek Watershed District Stormwater Management Grant Program 2025 Application Form

I. APPLICANT INFORMATION

Organization (to be named as Grantee): _____
 Street Address: _____
 City, State, Zip: _____
 Tax Status: _____ Tax ID#: _____
(e.g., local government, non-profit 501(c)(3), private business, etc.)

II. PROJECT CONTACTS

Project Officer: _____ Financial Officer: _____
 Title: _____ Title: _____
 Telephone: _____ Telephone: _____
 Fax: _____ Fax: _____
 Email: _____ Email: _____

III. PROJECT INFORMATION

Project Name: _____
 Location(s) of Project: _____
 City: _____ State: _____ County: _____
 Project Start Date: _____ Project Completion Date: _____
 Project Type (check only those that directly apply):

- Water Quality Treatment Project Stormwater Reuse Irrigation Project
- Peak Runoff Rate Control Project Runoff Volume Control / Flood Storage Project
- Other: _____

Is a RCWD Rule C permit required for this project? YES NO UNKNOWN

IV. GRANT REQUEST

RCWD Grant Funding Requested: \$ _____
 Applicant Match Funding Committed: \$ _____
 State/Other Funding Committed: \$ _____ Source(s): _____
 Total Estimated Project Cost: \$ _____
 Would you be willing to accept grant funding in an amount less than requested? YES NO

V. SIGNATURE OF APPLICANT

I certify that the information contained within this application is true and accurate.

Signature of Project Officer

Date

VI. Executive Summary / Abstract

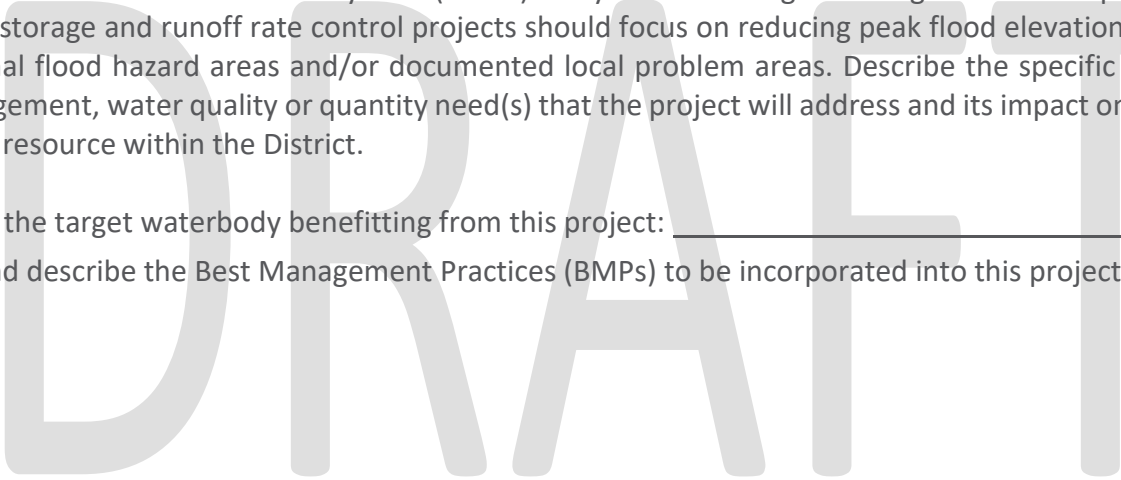
Include a brief Executive Summary (100 words or less) that summarizes the main goals and activities of the project and the expected environmental outcomes that will be achieved. Identification of the total amount of funds being requested along with the required match. The summaries will be used in the grant review process and on the RCWD website, for projects that are funded.

VII. Description (10 points)

The RCWD has established guidelines for prioritizing projects based on location. Water quality improvement projects should be located to benefit a RCWD lake classified as either “Protection” or “Restoration” (see Table 2-4 in the RCWD 2020 Watershed Management Plan), and/or a waterbody with an approved Total Maximum Daily Load (TMDL) study or other recognized diagnostic water quality study. Flood storage and runoff rate control projects should focus on reducing peak flood elevations in known regional flood hazard areas and/or documented local problem areas. Describe the specific watershed management, water quality or quantity need(s) that the project will address and its impact on the target water resource within the District.

Name the target waterbody benefitting from this project: _____

List and describe the Best Management Practices (BMPs) to be incorporated into this project



If applicable, describe how the project impacts or protects RCWD groundwater resources, minimizes impervious surfaces, and/or maximizes infiltration.

Provide drawings, maps and/or schematics which graphically illustrate the location and conceptual design of the project. **(Attach separate sheets.)**

Describe how long-term operation and maintenance of the project will be accomplished **and identify the individual(s) responsible for maintenance activities if different than the project officer listed in section 2.**

VIII. Prioritization (15 points)

How does the project support existing regional planning efforts such as the RCWD Watershed Management Plan, municipal surface water management plans, TMDLs, or other recognized diagnostic studies? Is the project included on the Member Community Project List (Appendix G) within the RCWD Watershed Management Plan? Please provide citations where possible.

IX. Targeting (15 points)

Describe the critical pollution or flooding sources and risks addressed by this project. Explain why the proposed project is the most cost-effective and feasible means to attain the expected resource benefits. Has a formal analysis been conducted to substantiate this position?

X. Measurable Outcomes (20 points)

Provide a detailed estimate and description of the anticipated pollutant reduction, stormwater rate/volume reduction, groundwater withdrawal reduction, and/or other environmental or natural resource benefits associated with the project. Describe the methods and cite the sources (i.e. P8 model, HydroCAD, XP-SWMM, MIDS, MN Stormwater Manual, etc.) used to calculate or estimate the pollutant reductions and/or hydrologic outcomes. **(Mandatory for RCWD to consider your proposal!)**

Describe the strategy for monitoring and/or evaluating the results or effectiveness of the project, including how success will be defined and measured. **This should include a timeline of when regular inspections will be made for at least the next 10 years following completion of the project. Applicants who receive grant funding will also be required to submit an annual written report that summarizes the maintenance and monitoring work undertaken to maintain functionality.**

XI. Cost-Effectiveness (20 points)

Provide a detailed budget that lists each item for which funding is being requested. You must also list the sources of required local matching contributions. Why is this the most cost-effective approach to solving the problem? Have other alternatives been explored? **(Attach separate sheets if needed.)**

DRAFT

XII. Project Readiness (10 points)

Please describe the anticipated timeline for implementing this project. What steps have been taken to ensure that the project can be implemented according to this timeline? **Are any permits needed? (If permits are required please cite from what agency and where the project is in that process)**

XIII. Engagement Opportunities (10 points)

Demonstrate any potential for public engagement, education and demonstration and describe what methods will be used to ensure that the purpose and success of the project are made known to the public. Applicants must incorporate a public engagement component into the project.

**2025 STORMWATER MANAGEMENT
GRANT AGREEMENT**

GRANT AGREEMENT between the Rice Creek Watershed District, 4325 Pheasant Ridge Drive NE, Suite 611, Blaine, Minnesota 55449 and [insert grantee] , [insert address] .

RECITALS

WHEREAS, the [insert grantee] (Grantee) intends to construct a project titled “ [insert project title] ” (Project); and,

WHEREAS, the Rice Creek Watershed District (District) operates a Stormwater Management Grant Program for the improvement and remediation of stormwater management systems throughout the Rice Creek Watershed; and,

WHEREAS, in accordance with District program guidelines, the District desires to provide the Grantee financial assistance for the Project.

THEREFORE, in consideration of mutual promises set forth herein and other good and valuable consideration, the District and the Grantee agree as follows:

I. GRANTEE RESPONSIBILITIES.

- A. *Design Plan, Operation Plan and Maintenance Plan, Reporting.* Design plans for the project must be signed by a licensed professional engineer or landscape architect. The Grantee will submit (1) final signed plans and specifications for the Project, and (2) an operations and maintenance plan to the District for the Administrator’s written approval, not to be unreasonably withheld, (3) **an annual written report is to be submitted no later than December 31st of each year the grant is active to District that summarizes completed project activities, updated timeline of project completion, expenditures accrued, and photographs of project site as work progresses.** The Project plans and specifications must include a public education component. The District, in its discretion, may approve a non-structural public education component.
- B. *Construction and Maintenance.* The Grantee, through its own personnel and/or contractors, will construct the Project in accordance with the approved Project plans and specifications and maintain it indefinitely in accordance with the approved maintenance plan. In doing so, the Grantee will comply with all applicable laws and regulations and will be responsible for acquiring all permits, approvals and temporary and permanent rights of access or easement.
- C. *Perpetual Access for Maintenance.* The Grantee shall submit to the District, in a form acceptable to the District, legal assurance that the Grantee has perpetual access to the Project’s location for construction, operation and maintenance and that the Project will be maintained in perpetuity.
- D. *Completion of Construction.* The Grantee’s staff or consulting engineer will certify the completion of Project construction in accordance with the approved plans and specifications no later than October 30, 2026. The Grantee will submit to the District documentation of Project expenditures and the certification of completion no later than December 31, 2026.

II. DISTRICT RESPONSIBILITIES.

- A. *Grant Funds.* To defray the Project cost to the Grantee, the District will provide the Grantee financial assistance in the amount of fifty (50) percent of the Project's eligible costs, as determined by the District, with the total amount of District assistance not to exceed \$ [insert grant amount] .
- B. *Payment Schedule.* On District approval of the Project plans, specifications, and operations and maintenance plan, certification by the Grantee that it has obtained all necessary permits and approvals, District approval of the Grantee's perpetual access and maintenance assurance, and receipt of the Grantee's issued notice to proceed, the District may disburse fifty (50) percent of the RCWD Board approved grant amount upon request of the Grantee. On District receipt of the certification of completion and review of such Project documentation as it may require, the District will disburse the remaining RCWD Board approved funds.
- C. *Contingencies.* The District's obligation to provide grant funds is contingent on the Grantee's compliance with the terms of this agreement, including but not limited to Project completion in accordance with the District-approved plans and specifications by October 30, 2026, and Project maintenance in accordance with the approved maintenance plan. The Grantee will return to the District any grant funds already received if this condition is not satisfied.

III. MISCELLANEOUS.

- A. *Relationship of Parties.* Nothing in this agreement creates or establishes a partnership, joint venture or agency relationship between the parties. District review or approval of design plans and specifications, a maintenance plan and any other Project-related documents is solely for the District's own accounting for funds expended. As between the parties, the Grantee is solely responsible for selection of the Project design and the means, method and manner of construction. Nothing in this agreement creates any right in any third party or affects any immunity, defense or liability limitation enjoyed by either party.
- B. *Employees.* The Grantee represents that it has or will secure, at its own expense, all personnel and/or contractors required for the performance of this agreement. No Grantee personnel or contractor will be considered an agent, representative or employee of the District.
- C. *Liability.* The Grantee agrees to hold harmless and indemnify the District, and its managers, staff and representatives, up to the maximum liability limits of Minnesota Statutes Section 466.04, against any claim, expense or damage, including attorney fees, arising from the performance of this agreement.
- D. *Assignment or Modification.* This agreement binds and inures to the benefit of the Grantee and the District, and their respective successors and assigns. Neither party may assign this agreement without the prior written consent of the other. Any modification of the agreement must be in writing and signed by both parties.
- E. *Public Documents.* All submitted information, including application, conceptual design, cost estimates, bid tabulations, final designs and specifications, copies of permits and proof of

expenditures will become a part of the public record. Grantee will not claim intellectual property rights in any such information.

F. *Effective Date.* This agreement is effective as of the date all signatures below have been provided.

Dated: _____, 2024

[INSERT GRANTEE]

By: _____

Its: _____

Dated: _____, 2024

RICE CREEK WATERSHED DISTRICT

By: _____

Nick Tomczik, Administrator

DRAFT

SCOPE OF SERVICES



Task Order No. 2024-008
Rice Creek Watershed District



2025 Stormwater Management Grant Program Application Review

RCWD Administrative Information:

Account No.: 60-15
Account Name: Stormwater Management Cost Share

Houston Engineering Project No.: R005555-0061-025

Task Order Purpose:

The project purpose is to complete technical reviews of 2025 Stormwater Management Grant Program applications on behalf of the Rice Creek Watershed District. The information included in the reviews will be used by staff to make recommendations to the Board of Managers relative to funding specific projects. The review will include not only evaluating consistency with the goals of the program, but also the technical merits and feasibility of the proposed project and cost for reducing runoff volumes and loads.

Professional Services Rendered:

For completion of this task order, HEI will review the applications (the specific number to be assigned by the District) and inform Rice Creek staff as to the types of additional information needed to achieve a complete application. We will then complete a conference call with RCWD staff to obtain background on the grant applications and context to previous, current, and future District activities. Next, we will evaluate and rank the applications according to the ranking criteria specified in the *Rice Creek Watershed District Stormwater Management Grant Program 2024 Program Guidelines* (underlined below):

- Project Description – does the application clearly identify project results and how the results will be achieved;
- Prioritization - how well does the project align with District, City and other water quality or flood control plans and is the project located in a priority area of the District;
- Targeting – how well does the project identify pollution sources or risks impacting the resource of concern;
- Measurable Outcomes – how well does the project quantify benefit to the resource of concern. Consider long-term viability of the proposed project to achieve the stated volume and load reductions;
- Cost Effectiveness – how cost effectiveness is the project at per-cubic foot cost of volume reduction and/or per-pound cost of total phosphorus reduction;

SCOPE OF SERVICES



Task Order No. 2024-008
Rice Creek Watershed District



2025 Stormwater Management Grant Program Application Review

- Project Readiness – how ready is the project for implementation. Consider if project is permittable under District rules; and
- Engagement Opportunities – does the project have a public outreach plan.

Deliverables:

The deliverables for this Task Order consist of an assessment matrix table, the ranked criteria score, and a one-page memorandum for each proposal summarizing the review, and correspondence with District staff.

Schedule and Compensation:

HEI recommends a review budget in the amount of **\$1,500 per grant application** (2025 grant cycle) for engineering services described within this task order. HEI shall not exceed this amount for the completion of this work without prior authorization from the Rice Creek Watershed District. The schedule for submittal of the deliverables is **January 29, 2025**.

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. Scope of task order includes 2 conference calls with District staff.
2. Missing or incomplete information will be noted to District staff with the option to follow up with applicants. Any remaining missing or incomplete information will be noted in the technical memorandums. This task order does not include time to contact the applicants to obtain additional information.
3. Applicants will provide runoff volume and total phosphorus reductions and project costs for each Implementation Project.
4. District will provide the applications for HEI review by January 6, 2025.

SCOPE OF SERVICES



**Task Order No. 2024-008
Rice Creek Watershed District**



2025 Stormwater Management Grant Program Application Review


SIGNATURES:

These services described by this Task Order are being provided in accordance with the Professional Services Agreement between the Rice Creek Watershed District and Houston Engineering dated May 14, 2008, as amended and extended. This **Task Order** shall be effective **September 13, 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: September 13, 2024

ITEMS REQUIRING BOARD ACTION

2. Check Register Dated September 25, 2024, in the Amount of \$259,132.30 and September Interim Financial Statements Prepared by Redpath and Company

Rice Creek Watershed District

Check Register

September 12, 2024 - September 25, 2024

To Be Approved at the September 25, 2024 Board Meeting

Check #	Date	Payee	Description		
25827	09/11/24	Jacon, LLC	Construction	\$27,731.22	*Issued 9/11
25828	09/25/24	Blaine Shopping Center, LLC	Rent	8,617.24	
25829	09/25/24	Carp Solutions, LLC	Professional Services	10,900.00	
25830	09/25/24	Career Enhancement Options, Inc.	Contracted Services	1,000.00	
25831	09/25/24	City of Shoreview	Professional Services	200.00	
25832	09/25/24	Dell Marketing, L.P.	Computer Software	4,470.64	
25833	09/25/24	Delta Dental	Employee Benefits	1,071.88	
25834	09/25/24	First Unum Life Insurance Company	Employee Benefits	1,042.75	
25835	09/25/24	HealthPartners	Employee Benefits	15,196.64	
25836	09/25/24	Houston Engineering, Inc.	Engineering Expense	79,788.57	
25837	09/25/24	Iron Mountain	Contracted Services	1,080.31	
25838	09/25/24	Metro Conservation District	Training & Education	750.00	
25839	09/25/24	MN Board of Water & Soil Resources	Training & Education	30.00	
25840	09/25/24	NineNorth	Professional Services	451.36	
25841	09/25/24	Pitney Bowes	Equipment Lease	199.53	
25842	09/25/24	Premium Waters, Inc.	Meeting Supplies	84.98	
25843	09/25/24	Press Publications	Legal Notices	281.10	
25844	09/25/24	Print Central	Printing	55.00	
25845	09/25/24	Redpath & Company, LLC	Audit and Accounting	2,781.02	
25846	09/25/24	Rymark	Professional Services	3,004.91	
25847	09/25/24	Scandia Trucking & Exc.	Contracted Services	10,550.00	
25848	09/25/24	Smith Partners	Legal Expense	6,526.10	
25849	09/25/24	St. Paul Pioneer Press	Legal Notices	659.00	
25850	09/25/24	Eric & Susan Swenson	Variance Fee Return	1,225.55	
25851	09/25/24	Timesaver Off Site Secretarial, Inc.	Professional Services	481.25	
25852	09/25/24	Velocity Telephone	Telecommunications	487.62	
25853	09/25/24	Washington Conservation District	Contracted Services	4,311.75	
25854	09/25/24	WCHO Services, LLC	Contracted Services	7,100.00	
25855	09/25/24	Winnick Supply, Inc.	Construction	47.18	
25856	09/25/24	WSB & Associates, Inc.	Engineering Expense	4,088.50	
11412	09/25/24	2E Realty, LLC	Surety Release - #22-077	1,000.00	
Payroll	09/30/24	September 30th Payroll (estimate)	September 30th Payroll (estimate)	35,402.50	
Payroll	09/30/24	Manager Per Diem/Expenses (estimate)	Manager Per Diem/Expenses (estimate)	2,074.53	
EFT	09/20/24	Further	Employee Benefits	51.50	
EFT	09/21/24	Further	Employee Benefits	122.00	
EFT	09/25/24	Xcel Energy	Telecommunications	8.79	
EFT	09/25/24	Verizon Wireless	Telecommunications	680.87	
EFT	09/25/24	Verizon Wireless	Telecommunications	134.09	
EFT	09/30/24	4M Bank Fee	Bank Fee	17.50	
EFT	09/30/24	Internal Revenue Service (estimate)	9/30 Federal Withholding (estimate)	12,740.00	
EFT	09/30/24	Minnesota Revenue (estimate)	9/30 State Withholding (estimate)	2,184.00	
EFT	09/30/24	Empower Retirement	9/30 Deferred Compensation	895.00	
EFT	09/30/24	Empower Retirement	9/30 Roth IRA	305.00	
EFT	09/30/24	Further	9/30 HSA	621.47	
EFT	09/30/24	PERA (estimate)	9/30 PERA (estimate)	7,453.93	
EFT	09/30/24	Empower Retirement	Sept. Health Care Savings (estimate)	1,227.02	
Total				\$259,132.30	

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2024
9/30/2024

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	-	\$1,875.00	\$18,625.00	\$15,125.00	55.19%
	Manager expenses	4010	8,000.00	-	199.53	2,844.94	5,155.06	35.56%
Committees	Committee/Bd Mtg. Exp.	4800	-	-	-	-	-	-
Employees	Staff salary/taxes/benefits	4100-4140	251,775.00	-	19,683.26	181,018.21	70,756.79	71.90%
	District training & education	4265	10,000.00	-	700.14	1,490.15	8,509.85	14.90%
	Employee expenses	4320-4321	1,100.00	-	72.49	694.52	405.48	63.14%
Administration/ Office	Office/Meeting/Software	4200-4205	5,818.00	-	(822.88)	1,484.92	4,333.08	25.52%
	Printing	4208	500.00	-	-	-	500.00	0.00%
	Rent/Office	4210	22,200.00	-	1,723.45	17,234.50	4,965.50	77.63%
	Telecommunications	4240	7,500.00	-	297.67	3,925.03	3,574.97	52.33%
	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	-	-	7,147.40	852.60	89.34%
	Postage	4280	1,100.00	-	-	-	1,100.00	0.00%
	Legal Notices	4290	1,500.00	-	333.70	1,448.86	51.14	96.59%
	Office Equipment/Lease	4635	4,450.00	-	169.66	1,407.84	3,042.16	31.64%
	Sub-Total-Administration:			371,535.00	-	24,232.02	249,821.37	121,713.63
Consultants	Auditor/Accounting	4330	21,000.00	-	1,556.19	15,778.44	5,221.56	75.14%
	Legal	4410	50,000.00	-	3,493.35	23,901.19	26,098.81	47.80%
	Consultants/Professional Serv.	4420	25,000.00	-	1,232.61	12,836.70	12,163.30	51.35%
	Engineering-General	4500	56,000.00	-	3,400.00	27,428.50	28,571.50	48.98%
Sub-Total-Consultants:			152,000.00	-	9,682.15	79,944.83	72,055.17	52.60%
TOTAL			\$523,535.00	-	\$33,914.17	\$329,766.20	\$193,768.80	62.99%

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2024
9/30/2024

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	\$356,465.07	\$33,914.17	\$329,766.20	\$523,535.00	0.00%
30 - Environmental Education	254,068.00	129,599.79	14,912.62	163,494.93	90,573.07	64.35%
35 - Information Management	271,146.00	149,956.98	18,234.24	121,577.49	149,568.51	44.84%
60 - Restoration Projects	2,165,193.00	1,228,805.81	29,094.57	714,761.04	1,450,431.96	33.01%
70 - Regulatory	1,590,761.00	816,185.30	91,390.42	793,464.11	797,296.89	49.88%
80 - Ditch & Creek Maintenance	1,741,000.00	833,382.73	90,386.77	953,703.64	787,296.36	54.78%
90 - Lake & Stream Management	1,147,001.00	534,127.59	62,268.45	570,691.33	576,309.67	49.76%
95 - District Facilities	641,635.00	284,339.23	40,716.08	199,977.61	441,657.39	31.17%
Total District Revenue/Expenditures	\$8,334,339.00	\$4,332,862.50	\$380,917.32	\$3,847,436.35	\$4,816,668.85	46.16%

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	-	356,465.07	\$33,914.17	\$329,766.20	\$521,035.84
30 - Environmental Education	267,417.49	-	129,599.79	14,912.62	163,494.93	233,522.35
35 - Information Management	304,261.14	-	149,956.98	18,234.24	121,577.49	332,640.63
60 - Restoration Projects	2,577,070.33	-	1,228,805.81	29,094.57	714,761.04	3,091,115.10
70 - Regulatory	778,726.26	-	816,185.30	91,390.42	793,464.11	801,447.45
80 - Ditch & Creek Maintenance	1,569,947.45	-	833,382.73	90,386.77	953,703.64	1,449,626.54
90 - Lake & Stream Management	980,975.03	-	534,127.59	62,268.45	570,691.33	944,411.29
95 - District Facilities	906,117.47	-	284,339.23	40,716.08	199,977.61	990,479.09
99 - Project Anticipation	4,500,000.00	-	-	-	-	4,500,000.00
Total District Fund Balance:	\$12,378,852.14	-	\$4,332,862.50	\$380,917.32	\$3,847,436.35	\$12,864,278.29

Rice Creek Watershed District

Interim Financial Statements

September 30, 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
Statement of Revenue and Expenditures - General Fund - 10
For the One Month and Nine Months Ending September 30, 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	17,829.11	0.00	17,829.11
Investment Interest-Surety	0.00	72,254.16	28,877.00	43,377.16
Investment Income	0.00	8,381.81	0.00	8,381.81
Total Revenues	0.00	356,465.07	523,535.00	(167,069.93)
Expenses				
Manager Per Diem	1,875.00	18,625.00	33,750.00	(15,125.00)
Manager Expense	0.00	840.06	3,500.00	(2,659.94)
Manager Travel	199.53	2,004.88	4,500.00	(2,495.12)
Wages	13,734.60	124,321.08	172,334.00	(48,012.92)
Benefits	2,517.14	25,878.48	32,192.00	(6,313.52)
PERA Expense	1,030.10	9,233.37	12,925.00	(3,691.63)
HCSA Contributions	1,227.02	9,941.70	15,640.00	(5,698.30)
Payroll Taxes	1,123.26	10,308.95	13,184.00	(2,875.05)
Payroll Taxes-Unemployment	51.14	1,334.63	5,500.00	(4,165.37)
Office Supplies	(925.36)	606.60	2,450.00	(1,843.40)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	0.00	0.00	250.00	(250.00)
Meeting Supplies	84.98	660.82	2,868.00	(2,207.18)
Printing	0.00	0.00	500.00	(500.00)
Rent	1,723.45	17,234.50	22,200.00	(4,965.50)
Telecommunications	297.67	3,925.03	7,500.00	(3,574.97)
Dues	0.00	12,500.00	15,642.00	(3,142.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	700.14	1,490.15	10,000.00	(8,509.85)
Insurance & Bonds	0.00	7,147.40	8,000.00	(852.60)
Postage	0.00	0.00	1,100.00	(1,100.00)
Legal Notices	333.70	1,448.86	1,500.00	(51.14)
Staff Travel	72.49	694.52	1,100.00	(405.48)
Audit & Accounting	1,556.19	15,778.44	21,000.00	(5,221.56)
Professional Services	1,132.61	9,730.88	20,000.00	(10,269.12)
Contracted Services	100.00	3,105.82	5,000.00	(1,894.18)
Legal	3,493.35	23,901.19	50,000.00	(26,098.81)
Engineering	3,400.00	27,428.50	56,000.00	(28,571.50)
Computer Equipment	0.00	0.00	250.00	(250.00)
Equipment	0.00	79.99	2,000.00	(1,920.01)
Equipment Lease	169.66	1,327.85	2,200.00	(872.15)
Bank Charges	17.50	217.50	0.00	217.50
Total Expenses	33,914.17	329,766.20	523,535.00	(193,768.80)
Total Revenues Over/(Under) Expenditures - General Fund	(33,914.17)	26,698.87	0.00	26,698.87
Total Revenue Over/(Under) Expenditur	\$ (33,914.17)	26,698.87	0.00	26,698.87

Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Nine Months Ending September 30, 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	8,142.42	14,014.00	(5,871.58)
Investment Income	0.00	3,827.93	0.00	3,827.93
Total Revenues	<u>0.00</u>	<u>94,322.95</u>	<u>171,069.00</u>	<u>(76,746.05)</u>
Expenses				
Wages	8,014.45	74,378.19	91,332.00	(16,953.81)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	825.59	8,257.78	10,006.00	(1,748.22)
PERA Expense	300.54	4,721.80	6,850.00	(2,128.20)
Payroll Taxes	897.06	5,882.32	7,379.00	(1,496.68)
Office Supplies	35.99	287.50	1,225.00	(937.50)
Field Supplies	0.00	0.00	250.00	(250.00)
Computer Software	878.73	965.14	1,000.00	(34.86)
Meeting Supplies	6.76	19.33	500.00	(480.67)
Printing	0.00	208.11	250.00	(41.89)
Rent	861.72	8,617.20	11,100.00	(2,482.80)
Telecommunications	148.84	2,101.19	3,750.00	(1,648.81)
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	0.00	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	0.00	253.26	550.00	(296.74)
Audit & Accounting	278.10	7,078.49	10,500.00	(3,421.51)
Professional Services	0.00	600.00	2,500.00	(1,900.00)
Contracted Services	100.00	1,225.82	5,000.00	(3,774.18)
Legal	0.00	3,517.33	1,000.00	2,517.33
Engineering	0.00	0.00	500.00	(500.00)
Computer Equipment	659.00	659.00	250.00	409.00
Equipment	0.00	58.50	1,000.00	(941.50)
Equipment-Lease	84.83	663.94	1,100.00	(436.06)
Total Expenses	<u>13,091.61</u>	<u>126,582.71</u>	<u>171,069.00</u>	<u>(44,486.29)</u>
Total Revenues Over/(Under)				
Expenditures - Communication:	<u>(13,091.61)</u>	<u>(32,259.76)</u>	<u>0.00</u>	<u>(32,259.76)</u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Nine Months Ending September 30, 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	76.20	1,000.00	(923.80)
Printing	206.00	310.93	1,500.00	(1,189.07)
Training & Education	118.17	4,657.66	8,500.00	(3,842.34)
Legal	0.00	2,145.26	4,000.00	(1,854.74)
Computer Equipment	659.00	659.00	0.00	659.00
Total expenses	998.41	7,868.63	15,000.00	(7,131.37)
Total Revenues Over/(Under)				
Expenditures - Watershed Communicati	(998.41)	(533.27)	(800.00)	266.73

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	0.00	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	0.00	4,254.47	15,000.00	(10,745.53)
Total Revenues Over/(Under)				
Expenditures - Master Water:	0.00	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	822.60	3,797.60	7,000.00	(3,202.40)
Contracted Services	0.00	15,964.30	25,000.00	(9,035.70)
Total expenses	822.60	19,761.90	32,000.00	(12,238.10)
Total Revenues Over/(Under)				
Expenditures - Outreach:	(822.60)	(5,297.83)	(4,000.00)	(1,297.83)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Communication & Outreach - 30
For the One Month and Nine Months Ending September 30, 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	<u>0.00</u>	<u>4,458.03</u>	<u>8,630.00</u>	<u>(4,171.97)</u>
Expenses				
Construction	0.00	3,349.89	10,000.00	(6,650.11)
Total expenses	<u>0.00</u>	<u>3,349.89</u>	<u>10,000.00</u>	<u>(6,650.11)</u>
Total Revenues Over/(Under)				
Expenditures - Mini-Grants:	<u>0.00</u>	<u>1,108.14</u>	<u>(1,370.00)</u>	<u>2,478.14</u>
 <u>ENGINEERING & TECHNICAL SUPPORT - 30-06</u>				
Revenues				
General Property Tax	0.00	2,820.49	5,460.00	(2,639.51)
Total Revenues	<u>0.00</u>	<u>2,820.49</u>	<u>5,460.00</u>	<u>(2,639.51)</u>
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	<u>0.00</u>	<u>1,677.33</u>	<u>6,000.00</u>	<u>(4,322.67)</u>
Total Revenues Over/(Under)				
Expenditures - Eng. & Technical:	<u>0.00</u>	<u>1,143.16</u>	<u>(540.00)</u>	<u>1,683.16</u>
 <u>WATERSHED PLAN MAINTENANCE - 30-08</u>				
Revenues				
General Property Tax	0.00	1,291.44	2,500.00	(1,208.56)
Total Revenues	<u>0.00</u>	<u>1,291.44</u>	<u>2,500.00</u>	<u>(1,208.56)</u>
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	<u>0.00</u>	<u>0.00</u>	<u>5,000.00</u>	<u>(5,000.00)</u>
Total Revenues Over/(Under)				
Expenditures - Watershed Plan:	<u>0.00</u>	<u>1,291.44</u>	<u>(2,500.00)</u>	<u>3,791.44</u>
 Total Revenue Over/(Under) Expenditur	 <u><u>\$ (14,912.62)</u></u>	 <u><u>\$ (33,895.14)</u></u>	 <u><u>(14,710.00)</u></u>	 <u><u>(19,185.14)</u></u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information Management - 35
For the One Month and Nine Months Ending September 30, 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	11,195.82	14,956.00	(3,760.18)
Investment Interest	0.00	5,263.38	0.00	5,263.38
Total Revenues	<u>0.00</u>	<u>90,550.97</u>	<u>156,147.00</u>	<u>(65,596.03)</u>
Expenses				
Wages	2,172.67	16,285.28	30,407.00	(14,121.72)
Benefits	270.76	1,885.78	4,070.00	(2,184.22)
PERA Expense	81.48	1,121.25	2,281.00	(1,159.75)
Payroll Taxes	242.20	1,306.80	2,326.00	(1,019.20)
Office Supplies	0.00	130.59	613.00	(482.41)
Computer Software	3,618.41	11,183.85	11,000.00	183.85
Printing	0.00	0.00	125.00	(125.00)
Rent	430.86	4,308.60	5,550.00	(1,241.40)
Telecommunications	74.41	1,042.74	1,875.00	(832.26)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	0.00	609.68	2,500.00	(1,890.32)
Insurance and Bonds	0.00	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	139.05	3,539.25	5,250.00	(1,710.75)
Professional Services	3,004.91	34,482.21	53,000.00	(18,517.79)
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	101.32	29,074.68	30,000.00	(925.32)
Equipment	0.00	0.00	1,500.00	(1,500.00)
Equipment Lease	42.42	331.99	550.00	(218.01)
Total Expenses	<u>10,178.49</u>	<u>107,884.02</u>	<u>156,147.00</u>	<u>(48,262.98)</u>
Total Revenues Over/(Under)				
Expenditures - Information Management	<u>(10,178.49)</u>	<u>(17,333.05)</u>	<u>0.00</u>	<u>(17,333.05)</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 Nine Months Ending September 30, 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	7,082.00	(9,815.75)	35,000.00	(44,815.75)
Total Expenses	7,082.00	(9,815.75)	40,000.00	(49,815.75)
Total Revenues Over/(Under)				
Expenditures - District-Wide Model:	(7,082.00)	30,478.71	0.00	30,478.71
<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	973.75	19,733.50	60,000.00	(40,266.50)
Construction Expense	0.00	500.00	0.00	500.00
Total expenses	973.75	20,233.50	65,000.00	(44,766.50)
Total Revenues Over/(Under)				
Expenditures - Database & Viewer:	(973.75)	13,343.81	0.00	13,343.81
<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	\$ (18,234.24)	\$ 28,379.49	0.00	28,379.49

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Nine Months Ending September 30, 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	71,842.83	119,427.00	(47,584.17)
Investment Interest	0.00	33,774.84	0.00	33,774.84
Total Revenues	0.00	246,114.95	381,405.00	(135,290.05)
Expenses				
Wages	14,497.64	93,913.50	227,542.00	(133,628.50)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	2,735.14	13,663.57	30,496.00	(16,832.43)
PERA Expense	543.66	6,041.39	17,066.00	(11,024.61)
Payroll Taxes	1,566.19	7,735.63	17,799.00	(10,063.37)
Office Supplies	55.00	402.11	1,225.00	(822.89)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	110.00	250.00	(140.00)
Rent	861.72	8,617.20	11,100.00	(2,482.80)
Telecommunications	148.84	2,109.00	3,750.00	(1,641.00)
Publications	0.00	72.00	100.00	(28.00)
Training & Education	400.00	966.37	5,000.00	(4,033.63)
Insurance and Bonds	0.00	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	158.60	718.43	15,000.00	(14,281.57)
Audit & Accounting	278.10	7,078.49	10,500.00	(3,421.51)
Professional Services	0.00	1,670.52	12,000.00	(10,329.48)
Contracted Services	510.10	2,544.32	7,500.00	(4,955.68)
Recruitment	500.00	1,408.02	0.00	1,408.02
Legal	0.00	582.10	2,000.00	(1,417.90)
Engineering	0.00	3,089.25	5,000.00	(1,910.75)
Equipment	0.00	0.00	2,500.00	(2,500.00)
Equipment Lease	84.83	663.94	1,100.00	(436.06)
Total Expenses	22,339.82	155,069.70	381,405.00	(226,335.30)
Total Revenues Over/(Under)				
Expenditures - Restoration Projects:	(22,339.82)	91,045.25	0.00	91,045.25
<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	0.00	22,190.05	30,000.00	(7,809.95)
Construction	0.00	464,234.24	260,000.00	204,234.24
Total expenses	0.00	490,993.09	300,000.00	190,993.09
Total Revenues Over/(Under)				
Expenditures - Anoka Chain:	0.00	118,086.58	(44,800.00)	162,886.58

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Nine Months Ending September 30, 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	0.00	3,096.97	135,000.00	(131,903.03)
Total expenses	0.00	3,096.97	175,000.00	(171,903.03)
Total Revenues Over/(Under)				
Expenditures - Lower RC:	0.00	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 Nine Months Ending September 30, 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	0.00	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	0.00	161.40	110,000.00	(109,838.60)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake:	0.00	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 Nine Months Ending September 30, 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 Nine Months Ending September 30, 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	0.00	12,914.35	25,000.00	(12,085.65)
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	1,994.25	7,041.50	40,000.00	(32,958.50)
Total expenses	1,994.25	7,041.50	50,000.00	(42,958.50)
Total Revenues Over/(Under)				
Expenditures - Stormwater Master:	(1,994.25)	5,872.85	(25,000.00)	30,872.85
 <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	0.00	2,582.87	5,000.00	(2,417.13)
Expenses				
Contracted Services	672.00	2,644.00	0.00	2,644.00
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	157.50	8,000.00	(7,842.50)
Total expenses	672.00	2,801.50	10,000.00	(7,198.50)
Total Revenues Over/(Under)				
Expenditures - Municipal CIP:	(672.00)	(218.63)	(5,000.00)	4,781.37
 <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	0.00	29,703.01	57,500.00	(27,796.99)
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	4,088.50	25,413.00	3,000.00	22,413.00
Total expenses	4,088.50	25,413.00	65,000.00	(39,587.00)
Total Revenues Over/(Under)				
Expenditures - Groundwater Mgmt.:	(4,088.50)	4,290.01	(7,500.00)	11,790.01
Total Revenue Over/(Under) Expenditur	\$ (29,094.57)	\$ 514,044.77	(820,772.00)	1,334,816.77

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory - 70
For the One Month and Nine Months Ending September 30, 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	50,170.64	87,743.00	(37,572.36)
Investment Interest	0.00	23,586.28	0.00	23,586.28
Total Revenues	0.00	339,997.47	590,761.00	(250,763.53)
Expenses				
Wages	27,485.18	214,175.97	347,478.00	(133,302.03)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	3,829.02	33,130.20	50,558.00	(17,427.80)
PERA Expense	1,030.69	14,351.63	26,061.00	(11,709.37)
Payroll Taxes	3,061.93	18,608.13	26,974.00	(8,365.87)
Office Supplies	0.00	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	21,543.10	27,750.00	(6,206.90)
Telecommunications	372.11	5,252.99	9,375.00	(4,122.01)
Publications	0.00	0.00	250.00	(250.00)
Training & Education	30.00	4,360.82	12,500.00	(8,139.18)
Insurance and Bonds	0.00	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	22.11	50.12	1,375.00	(1,324.88)
Vehicle	158.60	860.47	15,000.00	(14,139.53)
Audit & Accounting	695.26	17,696.24	26,250.00	(8,553.76)
Professional Services	0.00	1,500.00	3,000.00	(1,500.00)
Contracted Services	610.10	3,249.62	12,500.00	(9,250.38)
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	212.07	1,659.80	2,750.00	(1,090.20)
Total Expenses	39,661.38	348,394.04	590,761.00	(242,366.96)
Total Revenues Over/(Under)				
Expenditures - Regulatory Management	(39,661.38)	(8,396.57)	0.00	(8,396.57)
<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 Notices	795.34	795.34	0.00	795.34
Legal	53.80	8,493.41	20,000.00	(11,506.59)
Engineering	0.00	22,937.35	30,000.00	(7,062.65)
Total Expenses	849.14	32,226.10	50,000.00	(17,773.90)
Total Revenues Over/(Under)				
Expenditures - Rule/Permit:	(849.14)	(11,563.14)	(10,000.00)	(1,563.14)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory - 70
For the One Month and Nine Months Ending September 30, 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	5,374.45	64,480.90	85,528.00	(21,047.10)
Income-Rule C Reviews	0.00	2,233.25	0.00	2,233.25
	5,374.45	455,524.87	838,200.00	(382,675.13)
Expenses				
Contracted Services	5,013.00	21,032.34	60,000.00	(38,967.66)
Legal	3,065.15	12,566.14	45,000.00	(32,433.86)
Legal-Audit	0.00	0.00	5,000.00	(5,000.00)
Engineering	42,801.75	367,440.74	800,000.00	(432,559.26)
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)
	50,879.90	412,843.97	950,000.00	(537,156.03)
Total Revenues Over/(Under)				
Expenditures - Permit Review	(45,505.45)	42,680.90	(111,800.00)	154,480.90
Total Revenue Over/(Under) Expenditur	\$ (86,015.97)	\$ 22,721.19	(121,800.00)	144,521.19

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Nine Months Ending September 30, 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	71,807.73	96,029.00	(24,221.27)
Investment Interest	0.00	33,758.31	0.00	33,758.31
Miscellaneous Income	0.00	59,650.00	0.00	59,650.00
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	306,223.47	298,223.00	8,000.47
Expenses				
Wages	13,340.86	115,811.12	175,847.00	(60,035.88)
Benefits	1,533.56	15,833.86	22,385.00	(6,551.14)
PERA Expense	500.28	7,377.30	13,189.00	(5,811.70)
Payroll Taxes	1,491.37	9,779.21	13,452.00	(3,672.79)
Office Supplies	30.00	1,114.73	1,838.00	(723.27)
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	12,925.90	16,650.00	(3,724.10)
Telecommunications	258.26	3,589.40	5,625.00	(2,035.60)
Publications	0.00	42.00	150.00	(108.00)
Training & Education	0.00	569.02	7,500.00	(6,930.98)
Insurance and Bonds	0.00	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	158.60	1,075.00	15,000.00	(13,925.00)
Audit & Accounting	417.15	10,617.73	15,750.00	(5,132.27)
Professional Services	272.45	3,074.70	9,000.00	(5,925.30)
Contracted Services	510.11	2,544.34	8,500.00	(5,955.66)
Legal	53.80	483.41	5,000.00	(4,516.59)
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	127.24	995.87	1,650.00	(654.13)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	19,986.27	192,608.80	330,811.00	(138,202.20)
Total Revenues Over/(Under)				
Expenditures - Ditch & Creek:	(19,986.27)	113,614.67	(32,588.00)	146,202.67
<u>NATURAL WATERWAY MGMT. - 80-01</u>				
Revenues				
General Property Taxes	0.00	2,856.66	8,612.00	(5,755.34)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	2,856.66	8,612.00	(5,755.34)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	0.00	9,000.00	(9,000.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under)				
Expenditures - Natural Waterway:	0.00	2,856.66	(1,388.00)	4,244.66

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Nine Months Ending September 30, 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	139.04	944.82	7,000.00	(6,055.18)
Vehicle	0.00	233.41	7,000.00	(6,766.59)
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Contracted Services	11,600.00	249,329.01	240,000.00	9,329.01
Legal	0.00	161.40	10,000.00	(9,838.60)
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	133.42	11,479.15	40,000.00	(28,520.85)
Equipment	0.00	4,235.23	10,000.00	(5,764.77)
Total expenses	11,872.46	266,383.02	335,000.00	(68,616.98)
Total Revenues Over/(Under)				
Expenditures - Ditches - Maintenance:	(11,872.46)	(89,213.67)	(46,498.00)	(42,715.67)
<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	0.00	4,720.90	40,000.00	(35,279.10)
Engineering	7,309.25	142,409.24	145,000.00	(2,590.76)
Wetland Credits	0.00	0.00	5,000.00	(5,000.00)
Total expenses	7,309.25	148,713.90	200,000.00	(51,286.10)
Total Revenues Over/(Under)				
Expenditures - Repair Reports	(7,309.25)	(45,303.02)	(27,760.00)	(17,543.02)
<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 Nine Months Ending September 30, 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	0.00	19,014.50	0.00	19,014.50
Total Revenues	0.00	24,238.95	0.00	24,238.95
Expenses				
Legal Fees	0.00	340.20	0.00	340.20
Engineering	9,736.54	26,926.75	0.00	26,926.75
Construction	0.00	224.08	145,000.00	(144,775.92)
Total expenses	9,736.54	27,491.03	145,000.00	(117,508.97)
Total Revenues Over/(Under) Expenditures - RCD 4 WMD:	(9,736.54)	(3,252.08)	(145,000.00)	141,747.92

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Nine Months Ending September 30, 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	0.00	226.80	5,000.00	(4,773.20)
Engineering	6,491.03	17,852.17	90,000.00	(72,147.83)
Total expenses	6,491.03	19,405.37	95,000.00	(75,594.63)
Total Revenues Over/(Under) Expenditures - RCD 4 Repair:	(6,491.03)	17,731.13	(13,186.00)	30,917.13
<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 Nine Months Ending September 30, 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	27,731.22	205,194.31	100,000.00	105,194.31
Total expenses	27,731.22	268,583.87	130,000.00	138,583.87
Total Revenues Over/(Under)				
Expenditures - AWJD 3	(27,731.22)	(209,622.65)	(18,044.00)	(191,578.65)
<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 Nine Months Ending September 30, 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	7,260.00	18,222.25	95,000.00	(76,777.75)
Total expenses	<u>7,260.00</u>	<u>18,524.65</u>	<u>100,000.00</u>	<u>(81,475.35)</u>
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 Repair:	<u>(7,260.00)</u>	<u>7,184.72</u>	<u>(13,880.00)</u>	<u>21,064.72</u>
 Total Revenue Over/(Under) Expenditur	 <u><u>\$ (90,386.77)</u></u>	 <u><u>\$ (120,320.91)</u></u>	 <u><u>(407,390.00)</u></u>	 <u><u>287,069.09</u></u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Nine Months Ending September 30, 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	38,237.80	63,266.00	(25,028.20)
Investment Income	0.00	17,976.40	0.00	17,976.40
Total Revenues	0.00	218,397.60	370,001.00	(151,603.40)
Expenses				
Wages	17,141.42	143,137.28	230,497.00	(87,359.72)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	2,498.49	20,022.67	29,940.00	(9,917.33)
PERA Expense	642.80	9,320.37	17,287.00	(7,966.63)
Payroll Taxes	1,878.71	11,496.43	18,025.00	(6,528.57)
Office Supplies	0.00	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	8,617.20	11,100.00	(2,482.80)
Telecommunications	148.84	2,109.01	3,750.00	(1,640.99)
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	0.00	109.21	550.00	(440.79)
Vehicle	158.60	738.70	15,000.00	(14,261.30)
Audit & Accounting	278.10	7,078.49	10,500.00	(3,421.51)
Professional Services	0.00	600.00	2,000.00	(1,400.00)
Contracted Services	150.00	2,184.22	7,500.00	(5,315.78)
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	84.83	663.94	1,100.00	(436.06)
Total Expenses	23,843.51	210,506.00	370,001.00	(159,495.00)
Total Revenues Over/(Under)				
Expenditures - Lake & Stream Mgmt.	(23,843.51)	7,891.60	0.00	7,891.60

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Nine Months Ending September 30, 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	3,706.50	38,329.63	56,000.00	(17,670.37)
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	0.00	87,641.88	205,000.00	(117,358.12)
Total expenses	3,706.50	130,256.29	287,000.00	(156,743.71)
Total Revenues Over/(Under)				
Expenditures - Water Quality:	(3,706.50)	(33,656.96)	(100,000.00)	66,343.04

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	362.65	2,831.50	2,500.00	331.50
Computer Software	4,000.00	25,903.00	27,000.00	(1,097.00)
Telecommunications	0.00	0.00	1,000.00	(1,000.00)
Publications	0.00	0.00	200.00	(200.00)
Training & Education	907.96	1,306.59	1,800.00	(493.41)
Vehicle	0.00	47.61	0.00	47.61
Professional Services	0.00	361.25	0.00	361.25
Contracted Services	0.00	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	5,001.36	5,001.36	5,000.00	1.36
Equipment	0.00	470.79	11,500.00	(11,029.21)
Repairs & Maintenance	0.00	0.00	300.00	(300.00)
Lab Expense	13,472.80	38,150.60	59,000.00	(20,849.40)
Total expenses	23,744.77	106,270.25	240,000.00	(133,729.75)
Total Revenues Over/(Under)				
Expenditures - Surface Water:	(23,744.77)	11,715.23	(11,600.00)	23,315.23

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream Management - 90
For the One Month and Nine Months Ending September 30, 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	0.00	52.74	0.00	52.74
Telecommunications	73.67	633.52	200.00	433.52
Staff Travel	0.00	0.00	100.00	(100.00)
Professional Services	10,900.00	109,434.53	150,000.00	(40,565.47)
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	10,973.67	116,222.63	200,000.00	(83,777.37)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	(10,973.67)	(29,541.52)	(32,200.00)	2,658.48
 <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	 \$ (62,268.45)	 \$ (36,554.74)	 (165,800.00)	 129,245.26

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Nine Months Ending September 30, 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	25,006.31	15,391.00	9,615.31
Investment Interest	0.00	11,756.03	0.00	11,756.03
Total Revenues	0.00	134,377.93	221,635.00	(87,257.07)
Expenses				
Wages	9,955.09	85,428.67	133,258.00	(47,829.33)
Interns	0.00	0.00	5,127.00	(5,127.00)
Benefits	983.15	12,295.56	16,607.00	(4,311.44)
PERA Expense	373.32	4,936.43	9,994.00	(5,057.57)
Payroll Taxes	1,121.61	8,034.55	10,586.00	(2,551.45)
Office Supplies	0.00	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	4,308.70	5,550.00	(1,241.30)
Telecommunications	74.42	1,058.34	1,875.00	(816.66)
Publications	0.00	0.00	50.00	(50.00)
Training & Education	0.00	470.20	2,500.00	(2,029.80)
Insurance & Bonds	0.00	1,786.85	2,000.00	(213.15)
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	7.37	103.85	275.00	(171.15)
Vehicle Expense	158.58	1,768.58	15,000.00	(13,231.42)
Audit & Accounting	139.06	3,539.23	5,250.00	(1,710.77)
Professional Services	0.00	300.00	2,000.00	(1,700.00)
Contracted Services	100.00	1,155.74	5,000.00	(3,844.26)
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	42.41	331.90	550.00	(218.10)
Total Expenses	13,385.88	126,591.51	221,635.00	(95,043.49)
Total Revenues Over/(Under)				
Expenditures - District Facilities:	(13,385.88)	7,786.42	0.00	7,786.42

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Nine Months Ending September 30, 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	291.70	291.70	5,000.00	(4,708.30)
Telecommunications	53.50	394.30	0.00	394.30
Vehicle	0.00	86.34	0.00	86.34
Contracted Services	26,985.00	58,840.99	40,000.00	18,840.99
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	0.00	2,728.50	3,000.00	(271.50)
Total expenses	27,330.20	73,386.10	120,000.00	(46,613.90)
Total Revenues Over/(Under)				
Expenditures - Wall Wetland Restoration	(27,330.20)	(49,623.80)	(74,000.00)	24,376.20
Total Revenue Over/(Under) Expenditur	\$ (40,716.08)	\$ 84,361.62	(129,700.00)	214,061.62

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff reports

MEMORANDUM

Rice Creek Watershed District



Date: September 18th, 2024
To: RCWD Board of Managers
From: Sara Belden, Watershed Inspector
Subject: Staff Report 8/22/2024 – 9/18/2024

- Conducted inspections at active and idle construction sites in Blaine. Highlights include:
 - 17-068 Oakwood Ponds completed a successful wetland replacement plan.
 - Several sites are nearly ready for permit closure. I am working with applicants to wrap up final requirements like removal of temporary sediment control BMPs.
- Closed three permits:
 - Permit #23-051 Lift Station 13 FM replacement Phase 1 project
 - Permit #19-003 CSAH 14 Reconstruction
 - Permit #23-064 CenterPoint Energy Sunset Ave Project
- Met with City of Blaine for general introductions and updates on some of their older projects.
 - Discussed their internal procedure for inspections and actions they take for enforcing violations.
 - Received updates regarding RCWD Permit #19-036 Blaine Water Treatment Plant No. 4. They are seemingly making progress towards restoring wetland impacts from this project.
- Attended Pre-Construction meeting for RCWD Permit #24-016 Boulder Villas, 11 lot housing development 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. Erik and I completed reviewing those documents.
- Introduced new staff, David, to inspections by taking him into the field to join my site visits.
- Starting to introduce more Project Technician tasks into my workload. I have met with David and Will to discuss Stormwater Management Grant details and ELink reporting. Additionally, I am reviewing project files from completed projects as well as feasibility studies for potential future projects.

MEMORANDUM

Rice Creek Watershed District



Date: September 17, 2024
To: RCWD Board of Managers
From: Ali Chalberg, Watershed Technician & Inspector
Subject: Staff Report 8/21/2024 – 9/17/2024

Highlights from Preceding Month

Inspections

- ❖ Review and work with HEI to approve as-built surveys
- ❖ Closeout Inspections

Lakes/Streams

- ❖ Lake Monitoring
 - Canoe
 - Boat
- ❖ Streams
 - Flow measurements
- ❖ Carp buoy removal
- ❖ CAMP samples pick up
- ❖ Digital datasheet troubleshooting
- ❖ Lake water quality data entry

GIS

- ❖ GIS Online meeting with HEI
- ❖ ESRI Licensing meeting with ESRI

Meetings

- ❖ Inspection team meetings
- ❖ Staff meetings
- ❖ Kendra event planning

Other

- ❖ Inspector interview prep

MEMORANDUM
Rice Creek Watershed District

Date: September 18th, 2024
To: RCWD Board of Managers
From: Patrick Hughes, Regulatory Manager
Subject: Staff Report for 08/21/24 to 09/18/24

Summary

- Created new permit and review files for MS4Front
- Sent notice of wetland boundary/type decision – 24-104R
- Reviewed permit applications for 15.99 completeness – 24-063, 24-066, 24-067, 24-068
- Sent notice of administrative action to Board – 24-057
- Assisted in the drafting of engineer’s reports – 24-042, 24-043, 24-048, 24-057
- Issued permit – 24-055
- Attended the 08/28/2024 and 09/11/2024 Board Meetings
- Completed offsite hydrology review for permit application 24-062
- Met with WSB and Anoka County regarding BMP functionality/design for permit 23-052
- Met with DNR regarding potential impacts to T&E species for permit 22-015
- Met with City of Blaine to introduce Sara Belden and discuss city projects
- Attended Eureka Ave Landscape/Shoreline Restoration Plan meeting
- Authorized partial surety return for permit 17-068
- Began drafting updated permit compliance procedure document
- Discussed approach for ACD 53-62 delineation and T&E investigation
- Attended regular PMT meeting for CR 19 (Potomac Street) reconstruction project
- Met with Lino Lakes and Lennar to discuss amendments to Watermark agreements
- Reviewed and discussed ACD 53-62 Settlement Agreement ahead of future meeting
- Discussed extension of the WCD inspection services agreement
- Met with 5209 Hodgson Road regarding bluff project and permit requirements
- Gave summary presentation of proposed rule changes at 9/11/24 public hearing
- Reviewed applicants for open inspector position
- Attended CR 53 – Sunset Avenue kickoff meeting
- Attended site visit regarding failing culverts at Garden View Apartments
- Hosted Centennial High School Athletic Track Reconstruction pre-application meeting
- Hosted Anoka TEP meeting regarding Radisson Business Center
- Visited update meeting regarding shoreline restoration for permit 23-062

MEMORANDUM

Rice Creek Watershed District



Date: September 18th, 2024
To: RCWD Board of Managers
From: Emmet Hurley, Program Support Technician
Subject: Staff Report 8/18/2024 – 9/18/2024

- Implemented new Cybersecurity Awareness Training and enhanced password requirements
 - Training is administered through Curricula, a platform provided by RYMARK. Staff members will take part in a self-paced course consisting of 9 10–15-minute modules, with an additional module each month to stay up to date
 - Password requirements have been updated to reflect advancements in computing, and by extension, password vulnerabilities. The minimum length for rcwd domain passwords is now 14 characters and will require a reset once annually
- Investigated phishing incidents using digital forensics to identify root-causes and make recommendations to prevent future incidents
- Coordinated payment of invoices/billing for several of our IT providers, including Adobe, Leymar, RYMARK, etc.
- Configured the new field laptop (Panasonic ToughBook)
 - Gathered requirements from Catherine Nester and Matt Kocian
 - Coordinated with Brandon from RYMARK to configure laptop with RemoteUser login, required drives, applications, and settings
- Assembled Agenda Packets for RCWD Board Workshops and Meetings, the September CAC Meeting, and data release packets
 - 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
- Administered the Zoom meeting for RCWD Board Meetings and Workshops, as well as the September CAC Meeting
- Attended several meetings
 - Monthly staff meeting
 - Meetings with various IT contractors/vendors (Rymark, DocuSign, Leymar, etc.)
 - Virtually attended Board Workshop, Board Meeting, etc.
- Troubleshooting Issues involving: Wi-Fi connectivity, hardware functionality, firewall and server issues, etc.

MEMORANDUM

Rice Creek Watershed District



Date: September 19, 2024
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Manager
Subject: Staff Report 8/20 – 9/18/2024

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
- Long Lake Carp Management
 - PIT antenna maintenance
 - Data analysis
- Hwy 61 Ponds Project
 - Respond to *Request for Proposal* questions
- Clear Lake / Eureka Ave Project – meet with City of Forest Lake and other partners on initial shoreline restoration plans tied to road construction plans
- GIS program development – facilitate “handoff” of RCWD GIS responsibilities to Ali
- Karth Lake water level modeling meeting - RCWD is assisting Arden Hills and the Karth Lake Improvement District with water level modeling
- Tour Middle Rice Creek Restoration Project with *Watershed Partners*
- Program Manager Development & Team Leader Meeting
 - L&S team meetings
- Moore Lake IESF sampling with City of Fridley – training and equipment handoff
- Attend Clean Sweep workshop on TMDL reporting for street sweeping
- Assist Kendra with MN Watersheds *Program of the Year* nomination
- Meet with MPCA re: potential new TMDL development (none planned!)

MEMORANDUM
Rice Creek Watershed District



Date: September 18, 2024
To: RCWD Board of Managers
From: Erik Larson, Watershed Inspector
Subject: Staff Report 8/21/2024 – 9/18/2024

-
- Completed 39 routine inspections for active/open permits, along with many drive-by inspections to observe site conditions without sending reports.
 - Completed closure of 4 permits, for a total of \$27,600 in surety return.
 - Completed the initial assessment of the database with historic permit files in storage.
 - Assisted Ali one day with lake monitoring, as well as helped Catherine one day with stream monitoring.
 - Performed follow-up inspections for non-compliant sites.
 - Phone and email correspondence with city staff and contractors.
 - Attended a St. Paul Saints game with coworkers!
 - Attended scheduled meetings.
 - Attended RCWD staff meetings.
 - Meetings within the regulatory team.

MEMORANDUM
Rice Creek Watershed District



Date: September 18th, 2024
To: RCWD Board of Managers
From: Molly Nelson, Outreach and Grants Technician
Subject: Staff Report 8/22/24 to 9/18/24

Introduction

The highlights of my work from August 22nd to September 18th 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 R23-07 and completed the voucher and invoice work associated with the reimbursement process.
- Coordinated annual program review work with SWCDs and began the planning process for any program changes.
- Met with the City of Hugo to discuss grant opportunities for upcoming city projects.
- Coordinated remaining technical services work with WCD in accordance with remaining budget.
- Continued work on Water Quality Grant maintenance inspection documents and guidelines. Conducted the first maintenance inspections with the new program.
- Began work on all the 2025 documentation for the Water Quality Grant Program and Mini Grant Program.
- Presented the new maintenance inspection initiative to the CAC at the September meeting.
- 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.
- Attended a sweeping and salting equipment showdown at the Minnetonka Public Works building hosted by the MPCA to learn more about enhanced street sweeping and the different types of equipment used for street sweeping.
- Planned and coordinated with staff for the September CAC meeting.
- Worked on sign design concepts for the Water Quality Grant Program and the recent project at Presbyterian Church of the Way with the Communications and Outreach Coordinator.
- Continued work with Communications & Outreach Coordinator on Outreach Programs and communications with the Public.

MEMORANDUM
Rice Creek Watershed District



Date: 9/17/24
To: RCWD Board of Managers
From: Catherine Nester, District Technician/Inspector
Subject: Staff Report 8/20/24 – 9/16/24

Highlights from Preceding Month

- 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.
- Created new digital datasheets and lab chain of custody forms to accommodate the new WISKI software and streamline annual data submittal to MPCA.
- Performed routine monitoring and site maintenance at various stream, ditch, lake, & project monitoring sites throughout RCWD.
- Performed routine maintenance and calibration on lake and stream monitoring equipment and restocked supplies.
- Gathered & reviewed information from MPCA, DNR, and Met Council regarding training opportunities for water quality data analysis methods & techniques.
- Coordinated the transfer of the second round of volunteer lake samples to the Met Council for the Citizen-Assisted Monitoring Program.
- Communicated with Oneka Ridge Golf Course regarding reuse system sampling.
- Ongoing coordination and communication with staff, HEI, & affected cities/watersheds regarding proposed legal boundary updates in Ramsey, Anoka, and Hennepin counties (gathered concurrence materials, coordinated requested changes with HEI, & communicated with staff about process & timeline).
- Coordinated with staff to provide information and guidance in response to a citizen inquiry about cattail maintenance/removal in a stormwater pond.
- Provided information and guidance in response to an inquiry by the City of White Bear Lake regarding a suspected blue-green algae bloom in White Bear Lake.

MEMORANDUM

Rice Creek Watershed District



Date: September 18, 2024
To: RCWD Board of Managers
From: David Petry, Project Manager
Subject: Staff Report- September 2024

General

- Intro to Outreach Program with Kendra
- Reviewed 2025 Stormwater Management Grant Program with Will
- Intro to MS4Front with Kendra and HEI. Working on development of Feasibility Studies and Projects module within the program.
- Reviewed current and upcoming projects with Matt, including an intro to eLINK, BWSR's grant application and reporting software. Introduced Sara to eLINK.
- Intro to permit inspections with Sara (field inspections) and Erik (inspection reporting)
- Took DiSC assessment and reviewed results with Ellen
- Intro to MPCA with new agency contact and Matt
- Implemented regular (every two weeks) meetings with Project Program staff

Meetings and Workshops

- RCWD Board Meetings and Workshop
- Silver Lake Drainage Project Pre-Construction
- Eureka Ave Shoreline Restoration at Clear Lake Plan Review with Forest Lake and Matt
- RCWD CAC Meeting – Stormwater Management Grant and Water Quality Grant Inspections Review
- Emerging Policy Issues in Stormwater Management – Saint Anthony Falls Laboratory
- RCWD Monthly PDS Project Updates Meeting
- MPCA Clean Sweep Workshop: TMDL Reporting

Upcoming

- Meeting with Fridley to discuss upcoming joint projects/goals
- Hwy 61 RFP review
- Stormwater Reuse site visits

MEMORANDUM

Rice Creek Watershed District



Date: September 18, 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
- Continue to familiarize myself with the district, its network of ditches, and other key areas such as IESF locations
- Met with landowners to discuss the RCD 4 project both during maintenance work and for riprap project survey
- 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 our contractor on JD3 side inlet project near This Old Horse. Lowered 3 side inlets initially put in by Jaycon during JD3 project. Put in 5 new side inlets and reestablished fence posts with 2 gates.
- Met with several landowners between Little Johanna and Big Johanna lakes where significant bank erosion is occurring
- Found a beaver dam on ACD 46 under Potomac Street crossing. County came out to clear the debris but wasn't super successful because the beavers blocked it again. Cleared out what we could using rakes from upstream side of the ditch. The crossing is clear now and a beaver was trapped
- Doing constant check-ins on Jodrell Street crossing for ACD 10-22-32
- Finished working with a contractor near This Old Horse to put in sheet piling around a culvert to help reinforce it
- Found a sinkhole forming under the Andall Street crossing on ACD 10-22-32 Branch 4. Got in contact with Tim Payne at the city of Lino Lakes to get that project started, they haven't done anything yet but that should be starting soon.

MEMORANDUM

Rice Creek Watershed District



Date: September 18, 2024
To: RCWD Board of Managers
From: Will Roach, Watershed Technician/Inspector
Subject: Monthly Staff Report – August 21st to September 18th

Inspections/Regulatory

- Routine inspections in Forest Lake and Columbus.
- Coordinating as-built review with HEI
- 10-day Notice to site in Forest Lake for unpermitted Floodplain work

Meetings

- Pre-construction meeting with Forest Lake and Permit Holder for the Shadow Creek Estates project and discussion of permit stipulations needed.
- Meetings with Project Management Team to discuss several upcoming and potential projects as well as discuss several active projects and potential next steps.
- All Staff meetings.
- SMART Goal Progress meeting with District Administrator and Department Manager.

Project Management

- Presented draft Stormwater Management Grant materials to the Citizen Advisory Committee for review and input for the upcoming 2025 program year at their September 4th meeting.
- Revised documents following discussion with CAC members and included new language/requirements as approved by the CAC through several motions passed at the meeting.
- Coordinated with Houston Engineering Inc about preparing a Task Order for their review of Stormwater Grant applications once program is authorized by the Board.
- Finalized and submitted Stormwater Grant items to be included in September 25th Board Packet.

MEMORANDUM
Rice Creek Watershed District



Date: September 17, 2024
To: RCWD Board of Managers
From: Tom Schmidt, Public Drainage and District Facilities Manager
Subject: Staff Report September 2024

Highlights for this month

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

Coordinated with Anoka County Highway department to get them to remove a Beaver dam in the County's culvert on ACD # 46 in Columbus (County Road 19) (complete).

Worked with the City of Lino Lakes Public Works director on the city repair of a failing catch basin on the Culvert on ACD10-22-32 branch#4 at Andall Street in Lino Lakes (in progress).

Worked with HEI on strategies for RCD# 4 channel stabilization in Roseville.

Completed cleanup work on AWJD#3 branches: #1,2 &4 repair project Hugo (re-install of fencing taken down during the project and removal of Beaver dam) (Scandia Trucking) (complete).

Investigated high water conditions at Clear Lake outlet in Forest Lake with HEI survey crew.

Attended a meeting concerning a culvert replacement on the driveway crossing on RCD# 2 at Garden View Apartments down stream of Hansen park (New Brighton).



MEMORANDUM
Rice Creek Watershed District

Date: September 18, 2024
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications & Outreach Manager
Subject: Staff Report 8/21/2024- 9/18/2024

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
 - planning for 2025
- Fall Rain garden workshop planning with Blue Thumb- completed
- 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 survey and city communications
- Creating Moore Lake Park IESF educational signage
- Creating Water Quality Grant program signs

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: September 17, 2024
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: Staff Report 8/22/2024 to 9/17/2024

- 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.
- Certify 2025 tax levy with all 4 counties
- 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.
- Attending on-line cyber security courses
- 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: September 18, 2024
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: Staff Report – September 2024

Highlights for Preceding Month

- ✓ Administrative
 - Inspector Position Posting
 - Further HSA Administration
 - Staff SMART Goal Meetings
 - Unpaid Leave Discussions
 - WCD Technical Services Agreement
 - Federal Overtime Rule
 - MnWD’s Committee 103E Noticing
 - Records Retention Schedule Update, Records Management
 - Staff Meeting
 - Accounts Payable Review
 - Personnel Leave Requests
 - Board Meetings
 - Program Coordination Leadership Meetings
 - Washington County Annual Budget Meeting Prep
- ✓ Communication & Outreach
 - EMWREP Funding Discussions
 - Clean Water Land & Legacy Amendment - Clean Water Fund Signage Updates
 - Blue Thumb Trademark Transfer
- ✓ Information Management
 - DNR FEMA Updates – District Wide Model
- ✓ Restoration Projects
 - WMP Updates – Delisting & Adding Facilities
 - SW Grant Facilitation
 - Watershed Based Implementation Funding (WBIF) Birchwood
- ✓ Regulatory
 - 2024 Rule Revision
 - Permit closures
 - Open Permit Management Discussions
 - ACD 53-62 Settlement
- ✓ Drainage & Facilities Program
 - Maintenance Cost/Budget Discussions
 - Centerville/LL JD3/Clearwater Creek
 - Biweekly Program Discussions with Consultants
 - Beaver Removal
 - ACD 10-22-32 Alternative #4 & DNR PW and Vegetation Interests
 - Drainage Work Group
- ✓ Lake & Stream Management
 - RC Head Waters Water Elevation Discussions
 - Water Quality Grant Administration Discussion
 - Peltier Lake Resource Approaches
 - Hwy 61 Ponds RFP

MEMORANDUM
Rice Creek Watershed District



Date: September 18, 2024
To: RCWD Board of Managers
From: Kelsey White, Permit Technician
Subject: Staff Report 08/21/2024 – 09/17/2024

Reviews

- Coordinated submittal and review of CAPROC items for 6 permit applications.
- Reviewed 5 permit applications for administrative CAPROC or approval.
- Conducted completeness reviews for 3 wetland boundary/type applications.
- Drafted and sent 2 wetland boundary/type application notices.
- Drafted and sent 5 wetland boundary/type decisions.
- Drafted and sent WCA decisions for permit applications 24-042 and 24-056.

Communications

- Sent notice of permit issuance for 8 permit applications.
- Issued one Amended Permit.
- Sent 9 CAPROC notices and one Amended CAPROC notice.
- Sent 7 administrative action notices to the Board.
- Sent one notice of CAPROC expiration.

Meetings

- Attended ACD 53-62 wetland delineation discussion.
- Attended TEP discussion for application 24-040.
- Participated in weekly permit coordination meetings and monthly permit triage.
- Attended regular staff meetings.

Other Duties

- 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. October Calendar



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					

OCTOBER						
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		

MEMORANDUM
Rice Creek Watershed District

Date: September 18, 2024
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: October Calendar

- Wednesday, October 2, 5:30 p.m.** Citizen Advisory Committee Meeting
 Board Liaison Manager Jess Robertson
 RCWD District Conference Room and remotely*

- Monday, October 7, 9 a.m.** Board Workshop
 RCWD District Conference Room and remotely*

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

- Thursday, October 10** Deadline for submission of Expense Report

- Wednesday, October 23, 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