



OCTOBER						
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RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, October 25, 2023, 9:00 a.m.

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

or via Zoom Meeting:

<https://us06web.zoom.us/j/84852128111?pwd=NXR4WVFtUTICODY2RStDYjhuNkZDQT09>

Meeting ID: 848 5212 8111

Passcode: 516605

Dial by your location +1 312 626 6799 US (Chicago)

Meeting ID: 848 5212 8111

Passcode: 516605

Agenda

CALL TO ORDER

ROLL CALL

SETTING OF THE AGENDA

APPROVAL OF MINUTES: OCTOBER 9, WORKSHOP AND OCTOBER 11, 2023

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
23-061	Jake Horton	Mahtomedi	Final Site Drainage Plan	CAPROC 6 items
23-067	T. S. Miller Co. LLC	Lino Lakes	Final Site Drainage Plan	CAPROC 7 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 October 16 & 17, 2023.

OPEN MIC/PUBLIC COMMENT

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

ITEMS REQUIRING BOARD ACTION

1. Houston Engineering, Inc. Task Order 2022-008 Ramsey County Ditch 4 Repair Report Additional Service Request (Ashlee Ricci)
2. Consider League of MN Cities Liability Coverage Waiver Form (Nick Tomczik)
3. City of Roseville – Ramsey County Ditch 4 (RCD 4) Basic Water Management Project Reimbursement #8 (Nick Tomczik)
4. Check Register Dated October 25, 2023, in the Amount of \$273,422.57 and October Interim Financial Statements Prepared by Redpath and Company

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports
2. November/December Calendar
3. Administrator Updates
4. Manager's Update

**APPROVAL OF MINUTES: OCTOBER 9, WORKSHOP AND
OCTOBER 11, 2023 REGULAR MEETING**

Draft

For Consideration of Approval at the October 25, 2023 Board Meeting.
Use these minutes only for reference until that time.

RCWD BOARD OF MANAGERS WORKSHOP

Monday, October 9, 2023

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: Administrator Nick Tomczik, Communication and Outreach Coordinator Kendra Sommerfeld,
6 Permit Coordinator/Wetland Specialist Patrick Hughes, Public Drainage Inspector Tom Schmidt (video-
7 conference); Office Manager Theresa Stasica

8 Consultants: District Engineer Chris Otterness-Houston Engineering, Inc.

9 Visitors:

10 Administrator Tomczik informed the Board that Manager Robertson has a conflict this morning and will
11 join the workshop as soon as she can.

12 President Bradley suggested moving the first 2 agenda items to the end of the meeting to wait for
13 Manager Robertson's arrival. The Board agreed.

14

15 **Administrator Updates**

16 Administrator Tomczik updates:

- 17 • Gallagher has started the District's salary survey market analysis
- 18 • Minnesota Watersheds annual conference will be held Nov. 28th-Dec1. Please inform Theresa if you
19 intend to attend.
- 20 • Manager Weinandt stated Metro MW meeting is Oct. 17th.
- 21 • Manager Waller informed the Board he will be attending a MnDOT public meeting on Oct 17th re:
22 Statewide Resilience Improvement Plan (RIP)
- 23 • RCD 2, 3, 5 flooding on interstate-Staff has reach out to MnDOT and New Brighton staff to discuss
24 this matter

25

26 Administrator Tomczik informed the Board that Public Drainage Inspector Schmidt will join the meeting
27 later to discuss the Mobitrac sale.

28

29 **New Website**

30 Communication and Outreach Coordinator Sommerfeld provided a preview of the new website and a
31 general overview of the website content and answered questions from the Board.

32
33 Manager Robertson joined the workshop.

34
35 **Board of Water and Soil Resources (BWSR) Solicitation of Nominations for Outstanding Watershed Staff**
36 **Award**

37 Administrator Tomczik reviewed with the Board the nomination process and past nominations. The Board
38 by consensus nominated Tom Schmidt, Public Drainage Inspector. Administrator Tomczik stated
39 Communications & Outreach Coordinator Sommerfeld will work with Tom and submit the application by
40 the deadline.

41
42 **Regulatory Program Review/ Budget Discussion**

43 Administrator Tomczik stated the Board directed staff at their 9/8 workshop to provide additional
44 information on the regulatory program. He also informed the Board that a manager also requested the
45 review of the Human Resources consultant.

46
47 Permit Coordinator Hughes provided a presentation and discussion to the Board on the Regulatory
48 Program. This included the purpose of the program, components of the program, obligations and
49 opportunity the rules address, and how the District may continue to improve the program through rule
50 revision and collaboration with municipal partners.

51
52 The Board discussed with staff the regulatory program. Staff stated the district-wide model's data informs
53 the needs for management of this watershed and so the District Rules are one tool at addressing those
54 needs. The District's rules are different from the state MS4 requirements. The Board discussed the periodic
55 rule review and revisions with staff, consider performing an organizational health review, and the work of
56 Human Resources (HR) consultant in assistance to the Board in updating the organization chart, updating
57 the Employee Handbook, employee retention, and updating job descriptions. The Board discussed the
58 future needs for an HR consultant.

59
60 Administrator Tomczik reviewed with the Board the budget and levy process leading up to the December
61 13th Truth and Taxation public meeting.

62
63 **Mobitrac Update**

64 Administrator Tomczik and Public Drainage Inspector Schmidt provided the board with an update on selling
65 the Mobitrac equipment through an auction. Staff discussed with the Board the details of the auction and
66 the auction house's recommendation of using no reserve. Staff requested a reserve amount range of 20-
67 25% of the total depreciation of the equipment. The Board by consensus approved staff's recommendation
68 to set a reserve at the purchase price of the Mobitrac and its equipment, reduced by 20-25% for
69 depreciation.

70
71 The workshop was adjourned at 11:55 a.m.

DRAFT

1
2 For Consideration of Approval at the October 25, 2023 Board Meeting.
3 Use these minutes only for reference until that time.
4

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, October 11, 2023

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

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

Minutes

CALL TO ORDER

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

ROLL CALL

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

Absent: None

Staff Present: District Administrator Nick Tomczik, Permit Coordinator/Wetland Specialist Patrick Hughes,
Technician/Water Resource Specialist Molly Nelson, and Office Manager Theresa Stasica

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

Visitors: None

SETTING OF THE AGENDA

District Administrator Tomczik requested the addition of Action Item #3, Minnesota Watersheds Resolution
revision.

President Bradley noted that they were also planning to approve an amendment to the September 13, 2023
meeting minutes.

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

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READING OF THE MINUTES AND THEIR APPROVAL

Minutes of the September 13, 2023 Board of Managers Regular Meeting. *Motion by President Bradley, seconded by Manager Wagamon, to remove the entire sentence beginning on line 149, “She explained that...” from the September 13, 2023 meeting minutes. Motion carried 5-0.*

Minutes of the September 27, 2023 Board of Managers Regular Meeting. *Motion by Manager Wagamon, seconded by Manager Weinandt, to approve the minutes as presented. Motion carried 5-0.*

OPEN MIC/PUBLIC COMMENT

None.

ITEMS REQUIRING BOARD ACTION

1. 2024 Water Quality Grant Program Release Approval

Technician/Water Resource Specialist Nelson reviewed the three minor changes to the program’s technical service agreements as well as recommended changes to Exhibit A.

Motion by Manager Weinandt, seconded by Manager Bradley, to approve the 2024 Water Quality Grant Program as presented and to authorize staff to promote and implement the 2024 Water Quality Grant Program. Motion carried 5-0.

Motion by Manager Weinandt, seconded by Manager Wagamon, to authorize the District Administrator to sign the proposed 2024 technical services agreements with the ACD, Ramsey SWCD, and WCD, in amounts not to exceed \$15,000, \$26,000, and \$15,000 respectively, to provide technical assistance for RCWD’s Programs, with any further non-material changes and on advice of counsel. Motion carried 5-0.

The video-technician explained to the Board that the audio of the Board motion part of the meeting was lost and asked President Bradley to re-cap what had happened and what actions were taken.

President Bradley explained that the Board had a motion and a second to authorize the District Administrator to sign the proposed 2024 technical services agreements with the ACD, Ramsey SWCD, and WCD as outlined. He explained that the motions had passed 5-0.

2. Houston Engineering, Inc. Task Order 2023-12 Anoka Washington Judicial Ditch 3 Branches 1, 2, & 4 Construction Management

District Administrator Tomczik outlined the construction management oversight by Houston Engineering for this task order.

69 ***Motion by Manager Waller, seconded by Manager Weinandt, to authorize the Board President to***
 70 ***execute HEI Task Order 2023-012 for Judicial Ditch 3 construction management for an amount of***
 71 ***\$80,500.***

72
 73 Manager Weinandt asked if this new task order would be reflected in the document that the Board
 74 receives with their packet.

75
 76 District Engineer Otterness explained that every task order that is executed with the District is
 77 reflected in the monthly table that is included in the packet. He noted that as they close out task
 78 orders they are taken off the table so every project shown is icurrent .

79
 80 Manager Weinandt stated that her understanding was that this was basically the implementation
 81 document that is based on the planning document that the Board has and is how they can track
 82 details regarding completion of the projects.

83
 84 President Bradley explained that this is the District Engineer’s monthly project report and only
 85 reflects the involvement of the District Engineer and the firm, HEI and what they have done with the
 86 task orders that the Board has approved and where they stand with relation to budget. It does not
 87 include other costs such as legal and staff.

88
 89 ***Motion carried 5-0.***

90
 91 **3. Minnesota Watershed’s Resolution**

92 District Administrator Tomczik stated that materials werepassed out ahead of the meeting and available this
 93 morning. He noted that all resolutions proposed to MAWD by its membership are reviewed by the
 94 Resolution Committee and noted that he is a member of that committee. He stated that they met yesterday
 95 and there was a comment made specific to the District’s resolution that the ‘how’ of its documents may be a
 96 bit too specific. He reviewed some of the proposed adjustments to the document that were depicted in the
 97 redlined version that had been distributed prior to the meeting.

98
 99 ***Motion by Manager Waller, seconded by Manager Bradley, to accept the changes to the***
 100 ***Minnesota Watershed Resolution, as outlined. Motion carried 5-0.***

101
 102 **4. Check Register Dated October 11, 2023, in the Amount of \$98,071.37 Prepared by Redpath and**
 103 **Company**

104 ***Motion by Manager Weinandt, seconded by Manager Wagamon, that she reviewed and approves***
 105 ***the check register dated October 11, 2023, in the Amount of \$98,071.37, as prepared by Redpath***
 106 ***and Company. Motion carried 5-0.***

107
 108 **ITEMS FOR DISCUSSION AND INFORMATION**

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

110 District Engineer Otterness noted that the JD3 project began last week and has already seen good
111 progress with things like tree clearing and explained that the ditch excavation should begin next
112 week. He stated that tomorrow, he and Public Drainage Inspector Ashlee Ricci would be doing a
113 presentation for the Drainage Work Group about the District’s experience with run-off based
114 charges for managing public drainage systems.

115

116 **2. Administrator Updates**

117 District Administrator Tomczik noted that the Minnesota Watersheds meeting will be held on
118 October 17, 2023. He stated that the tile line in JD5 has had the bulkhead installed on site and is
119 about 90% complete. He encouraged the Board to communicate with Office Manager Stasica if
120 they decide to participate in the Minnesota Watershed Annual Conference so the appropriate
121 arrangements can be made.

122

123 **3. Managers Update**

124 Manager Waller attended the legislative subcommittee meeting on water earlier in the month and
125 gave a brief overview of some of the discussion items. He noted that he planned to attend the
126 Department of Transportation meeting next week regarding climate change. He referenced the
127 article recently published in local papers about Centerville Lake and the new taxing district.

128

129 Manager Weinandt stated that the Clean Water Council did a tour that focused on the metro area.
130 She stated that for the upcoming meeting of the Metro Watersheds there are regular updates from
131 various entities, including the Met Council and noted that may be an opportunity to ask the Met
132 Council representatives some questions.

133

134 Manager Wagamon asked to devote time at the next workshop to discuss a communication issue
135 that has occurred. He stated that he thinks there is a simple solution and assured the Board that
136 he did not believe the discussion would take long.

137

138 **ADJOURNMENT**

139 ***Motion by Manager Waller, seconded by Manager Robertson, to adjourn the meeting at 9:34 a.m.***

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

141

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
23-061	Jake Horton	Mahtomedi	Final Site Drainage Plan	CAPROC 6 items
23-067	T. S. Miller Co. LLC	Lino Lakes	Final Site Drainage Plan	CAPROC 7 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 October 16 & 17, 2023.

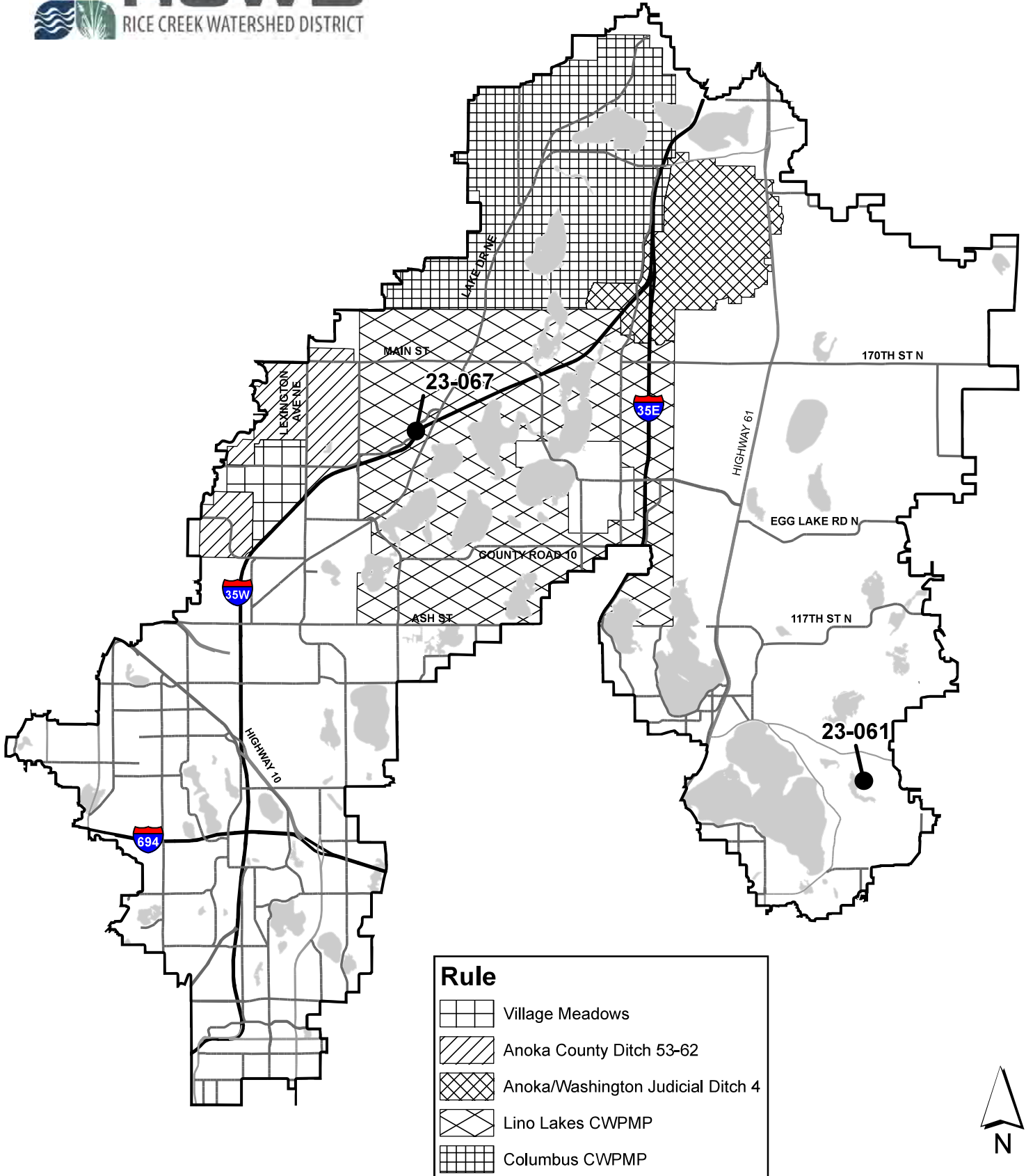
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**




October 25, 2023

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 Reports
dated October 16 & 17, 2023.

TABLE OF CONTENTS

Permit Application Number	Applicant	Page	Recommendation
	Permit Location Map	12	
23-061	Jake Horton	13	CAPROC
23-067	T. S. Miller Co. LLC	18	CAPROC



Rule	
	Village Meadows
	Anoka County Ditch 53-62
	Anoka/Washington Judicial Ditch 4
	Lino Lakes CWPMP
	Columbus CWPMP

Permit Reviews
10/25/2023 Agenda

0 0.75 1.5 3 Miles



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:

23-061

Permit Application Name:

Horton Home Site

Applicant/Landowner:

Jake Horton
6736 Upper 28th Street N
Oakdale, MN 55128
Ph: 612-961-8647
19jakehorton@gmail.com

Permit Contact:

Jacobson Environmental
Attn: Wayne Jacobson
5821 Humboldt Ave North
Brooklyn Center, MN 55430
Ph:
Fx:
jacobsonenv@msn.com

P J Land Surveying
Attn: Paul Johnson
3491 87th Street N
Stillwater, MN 55082
Ph: 651-303-0025
Fx:
pjlandsurveyin@msn.com

Project Name: Horton Home Site

Purpose: LD – Land Development, WA – Wetland Alteration; Construct a driveway into a 6.10-acre lot

Site Size: 6.10± acre parcel / 0.31 ± acres of disturbed area; existing and proposed impervious areas are 0.0 ± acres and 0.09 ± acres, respectively

Location: 9124 Ideal Ave N, Mahtomedi

T-R-S: SE ¼, Section 17, T30N, R21W

District Rule: D, F

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:
 - (b) Tabulation of the construction implementation schedule.
 - (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
 - (d) Quantification of the total disturbed area.

- (e) Clear identification of all temporary erosion and sediment control measures that will remain in place until permanent vegetation is present (i.e. rock construction entrance).

Rule F – Wetland Alteration

- 2. Applicant must provide shape file of wetland boundaries; a condition of approval of the type and boundary delineation.
- 3. Applicant must provide a final updated replacement plan document addressing all changes from regulatory review.
- 4. Applicant must provide a “Transaction Form for Withdrawal of Wetland Credits from the Minnesota Wetland Bank”, which is signed by the bank user and the bank seller
- 5. The applicant must provide proof of BWSR debiting wetland bank for the correct amount and type of wetland credit.

Administrative

- 6. 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. Ensure the datum is labeled.

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

- 1. Provide an as-built survey of wetland boundaries, quantifying the wetland impact area for verification of compliance with the approved plans.

Exhibits:

- 1. Permit application, signed 06-09-2023 and received 09-14-2023.
- 2. Application fee, dated 09-14-2023 and received 09-15-2023.
- 3. Joint Application Form, signed 09-02-2023 and received 09-14-2023.
- 4. Response to TEP comments, received 10-15-2023.
- 5. TEP comments, dated 09-22-2023.
- 6. Review file 22-043R

Findings:

- 1. Description – The project proposes to construct a driveway in order to access the buildable area of the undeveloped lot on Ideal Ave N in Mahtomedi. The driveway will be 10 feet in width and includes an 18” culvert to retain wetland flow. Home construction is not covered in this application and may require separate permit in the future. The project will occur on a 6.10± acre parcel located in Mahtomedi. The project will increase the impervious area from 0.0± acres to 0.09± acres and disturb 0.31± acres overall. The project will not significantly alter the existing drainage patterns and will continue to drain to Long Lake, the Resource of Concern. The applicant has submitted a \$300 application fee for a non-Rule C permit.
- 2. Stormwater – Per Rule C.12(a), stormwater management is not required for single-family residential construction on an individual lot of record if proposed impervious is less than 10,000 ft² when

excluding driveways. The proposed work will create less than 10,000 ft² of new impervious surface, thus, Rule C is not triggered.

3. Wetlands – Wetlands were delineated under Review File #22-043R. A boundary and type decision was issued on 05-15-2023 and remains valid at the time of this application.

A replacement plan application was submitted to the District for proposed wetland impacts on 09-14-2023. The project will include 959 ft² of permanent wetland impact where the driveway crosses Wetland 2. The proposed impacts are within the shoreland wetland protection zone of Long Lake and thus do not qualify for the de minimis exemption (maximum of 400 ft²). The application was noticed to the TEP on 09-22-2023 and the comment period closed on 10-13-2023. The TEP commented on the final location of the driveway and if it could be shifted north to reduce the amount of impact. The applicant provided a response to TEP comments on 10-15-2023.

The applicant has provided an alternatives analysis, including discussion of impact avoidance, minimization and mitigation. Applicant has provided a no-impact alternative and detailed information regarding an alternative layout. The applicant has reasonably avoided and minimized wetland impacts to the extent possible. The applicant has addressed all comments and the TEP concurs that WCA impact sequencing is met.

Impact/Mitigation Table

Wetland Name (Location)	Impact Amount	Replacement Ratio	Required
Wetland 2	959 ft ² (0.022)	2:1	1,918 ft ² (0.044)

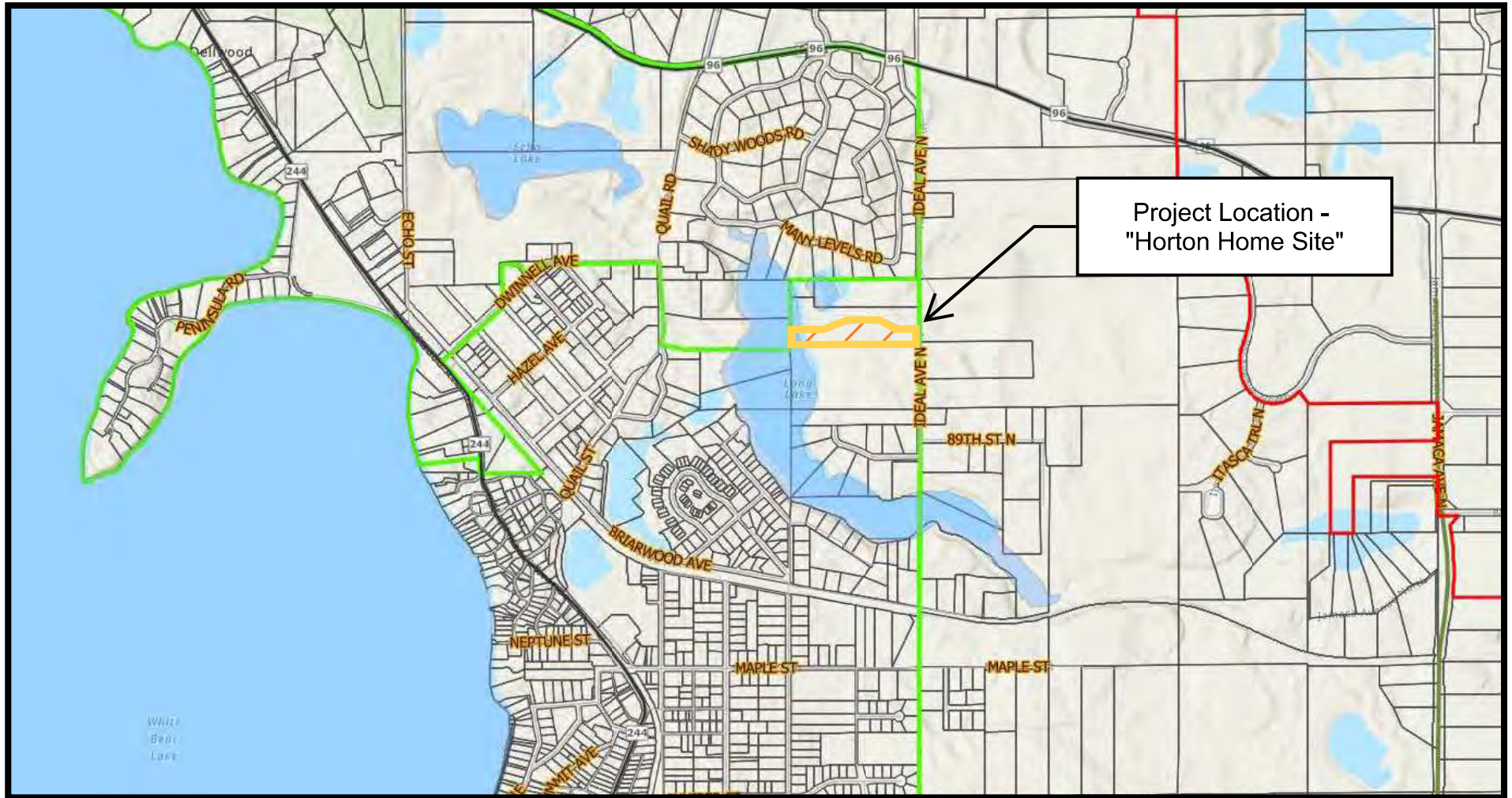
Wetland replacement will occur via wetland bank account #1537, in the amount of 0.044 acres. The wetland bank is within the same major watershed and BSA of the project site. The applicant must provide the final BWSR withdrawal transaction form and demonstrate final withdrawal from the BWSR Bank.

4. Floodplain – The regulatory floodplain elevation for Long Lake is 954.4 (NAVD 88). No work is proposed near or within the regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence. The project disturbs less than 1 acre, therefore an NPDES permit is not required. 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 – No easement or maintenance obligations are required for the project.
9. Previous Permit Information – No previous permit information was found for this site.

I hereby certify that this plan, specification or report was prepared by me or under by direct supervision.

 10/16/2023

Patrick Hughes, Permit Coordinator/Wetland Specialist



Legend

- District Boundary
- City Boundary
- Project Location





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

Legend

 City Boundary

 Project Location

 Driveway

 Wetland





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:

23-067

Permit Application Name:

Rice Industries Building Addition

Applicant/Landowner:

T. S. Miller Co. LLC
Attn: Taylor Miller
15100 37th St N
Stillwater, MN 55082
Ph: 651-249-7816
tmiller@riceindustriesinc.com

Permit Contact:

City of Lino Lakes
Attn: Michael Grochala
600 Town Center Parkway
Lino Lakes, MN 55014-1182
Ph: (651) 982-2427
mgrochala@linolakes.us

Plowe Engineering, Inc.
Attn: Mohammad Abughazleh
6776 Lake Drive Suite 110
Lino Lakes, MN 55014
Ph: (651) 361-8237
moe@plowe.com

Derrick Building Solutions, LLC
Attn: Kirk Lubow
1505 Highway 65 PO Box 445
New Richmond, WI 54017
Ph: 715-243-0526
klubow@derricksbuilt.com

Project Name: Rice Industries Building Addition

Purpose: FSD – Final Site Drainage; To construct commercial warehouse addition, docks, and drive around the property

Site Size: 3.06± acre parcel / 1.12 ± acres of disturbed area; existing and proposed impervious areas are 0.91 ± acres and 1.53 ± acres, respectively

Location: 424 Apollo Drive, Lino Lakes

T-R-S: NW ¼, Section 17, T31N, R22W

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 C - Stormwater

1. Applicant must provide an easement that includes the drain tile and the area on each side of the drain tile within 40 feet wide perpendicular to the direction of flow and centered on the pipe and encompassing a District right of maintenance access for the public drainage system.

Rule D – Erosion and Sediment Control

2. 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).
 - (i) A Storm Water Pollution Prevention Plan for projects that require an NPDES Permit.

Administrative

3. Email one final, signed full-sized pdf of the construction plan set. Include a list of changes that have been made since approval by the RCWD Board.
4. Submit a copy of the recorded plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City Lino Lakes)
5. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
6. The applicant must provide an attested copy of any and all signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
7. The applicant must submit a cash surety of \$2,400 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 1.12 acres of disturbance, \$1,400 for 2,810 CF of storm water treatment,

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

1. Provide an as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) to the District for verification of compliance with the approved plans before return of the surety.

Exhibits:

1. Plan set containing 7 sheets dated 9-28-2023 and received 9-29-2023.
2. Permit application, dated and received 9-29-2023.
3. Stormwater Calculations, dated 9-28-2023 and received 9-29-2023, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
4. Review file 23-116R pre-application

Findings:

1. Description – The project proposes to construct an addition to the existing Rice Industries building on a 3.06± acre parcel located in Lino Lakes, MN. The project will increase the impervious area from 0.91± to 1.53± acres and disturb 1.12± acres overall. The project drains to the main trunk of ACD 10-22-32 and then to Marshan Lake, the Resource of Concern either via an existing depressional area to

southwest or via storm sewer across Apollo Drive. Drainage patterns remain unchanged. 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 BMP as described below for the project:

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Infiltration Basin	South of building near I-35W	Rain guardians	2,894± cubic feet	895.85±

Soils on site are primarily HSG B consisting of poorly graded sand with silt (SP-SM) Thus, infiltration is considered feasible. Per Rule C.6(c)(1), the Water Quality requirement is 1.1-inches over the new/reconstructed area (0.70± acres) for a total requirement of 2,810± cubic feet.

Adequate pre-treatment has been provided. Drawdown is expected within 48-hours using an appropriate rate of 0.8 inches per hour. The seasonal high water table is estimated at elevation 890, which provides a minimum of three feet of separation. The project is not located within a DWSM area. 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
Apollo Drive 1R	0.4	0.4	0.7	0.7	1.2	1.3
Wetland Replacement Area 2R	0.6	0.8	1.3	1.3	3.1	2.4
Existing Depression	3.3	4.4	6.8	8.2	15.8	18.1
Totals	4.3	5.6	8.8	10.2	20.1	21.8

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

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

3. Wetlands – There are no wetlands located within the project area.
4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrance, inlet protection. The project disturbs more than 1 acre; an NPDES permit is required. The SWPPP is located on plan sheet C3.1. 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 is within 1 mile of Marshan Lake which is impaired for nutrients.
6. Regional Conveyances – Rule G is not applicable.
7. Public Drainage Systems – Rule I is not applicable. However, the public drainage system ACD 10-22-32 Main Trunk runs through the southern portion of the parcel. The required easement is 40 feet wide perpendicular to the direction of the flow centered on the pipe per Rule C.10(b).
8. Documenting Easements and Maintenance Obligations – Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required).

9. Previous Permit Information – No previous permit information was found for this site.

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

Rachel Glatt 10/17/2023

Rachel Glatt, EIT

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

Greg Bowles 10/17/2023


Greg Bowles, MN Reg. No 41929



Legend

 Project Location

 Public Waterway

 Public Ditch - Open Channel






 Private Constructed Channel





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

-  Proposed Building
-  Proposed Curb
-  Drainage Arrow
-  Project Location
-  Infiltration Basin



ITEMS REQUIRING BOARD ACTION

1. Houston Engineering, Inc. Task Order 2022-008 Ramsey County Ditch 4 Repair Report Additional Service Request (Ashlee Ricci)

MEMORANDUM
Rice Creek Watershed District



Date: October 18, 2023
To: RCWD Board of Managers
From: Ashlee Ricci, Public Drainage Inspector
Subject: Houston Engineering, Inc. Task Order 2022-008 Additional Service Request

Introduction

Staff is seeking approval of an additional service request for Houston Engineering, Inc. (HEI) Task Order 2022-008 to develop the Water Management District (WMD) charge memo for the Ramsey County Ditch (RCD) 4 proposed repair.

Background

On June 8, 2022, the Board approved HEI Task Order 2022-008 in the amount of \$35,000. The services included drafting and finalizing a repair report memo and attending various meetings to present the results which occurred at the August 9, 2023 Board meeting and concluded with Board approval. The original task order did not include development of the charge memo. The previous RCD 4 WMD was set up and utilized to address the joint effort by the City of Roseville and the RCWD to repair portions of the drainage system upstream from Terrace Drive. At this time, a WMD charge memo is needed to continue with the proposed repair downstream of Terrace Drive.

The additional service request includes the development of the RCD 4 WMD charge memo and necessary actions to implement the charges, as well as the presentation of the memo to the Board at a future workshop. The total cost of the additional service request is \$6,000, which would result in a total cost of \$41,000.00 for this task order.

Staff Recommendation

District staff recommends proceeding with the HEI Task Order 2022-008 additional service request in the amount of \$6,000.

Proposed Motion

Manager _____ moves to authorize the Board President to execute the HEI Task Order 2022-008 Additional Service Request to complete the development of the RCD 4 Water Management District Charge Allocation memo in the amount of \$6,000.00, bringing the total cost of the task order to \$41,000.00, seconded by Manager _____.

Attachment

HEI Task Order 2022-008: Ramsey County Ditch 4, dated 6-26-2022
HEI Additional Service Request Memo, dated 10-18-2023

Ramsey County Ditch 4 Repair Report

RCWD Administrative Information:

RCWD Account Name and Number: RCWD 80-03 Repair Reports

Houston Engineering Project No: R005555-0327

Task Order Purpose:

The purpose of this task order is to inspect Ramsey County Ditch (RCD) 4 and prepare a repair report. In 2016, the Rice Creek Watershed District (RCWD) undertook a historical review of RCD 4 which included the determination of the As-Constructed and Subsequently Improved Condition (ACSIC) and culminated with a reestablishment of the public drainage system record per Minnesota Statute 103E. The historic review and RCWD staff inspections have not indicated substantial sedimentation in the channel, but instead noted isolated erosion areas and extensive tree growth which diminished access and results in deadfalls in the channel. The proposed repair report will document the condition of the drainage system, recommend necessary repairs, and evaluate the likely cost of those repairs.

Professional Services Rendered:

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

1. Complete a field survey of the RCD 4 open channel from approximately 500 feet south of Lydia Avenue, downstream to its outlet into Little Lake Johanna. This field survey will be compared to prior field surveys to identify changes in channel bottom deposition and cross-sectional geometry.
2. Complete a joint site inspection over the entire length of RCD 4 with RCWD staff. The inspection will identify necessary repairs and potential obstacles to access.
3. Recommend repairs including tree/brush removal and stabilization of isolated erosion/scouring locations along the ditch banks.
4. Develop a planning-level opinion of probable construction cost for the proposed repairs
5. Prepare a repair report summarizing the recommended repairs, costs, and potential repair challenges.



SCOPE OF SERVICES



Task Order No. 2022-008
Rice Creek Watershed District

Ramsey County Ditch 4 Repair Report

Deliverables:

The deliverables for the Task Order consist of:

- Draft and Final Repair Report
- Presentation of the Repair Report at a Board Workshop.
- Preparation for and attendance at a public information meeting and public hearing on the repair.

Schedule and Compensation:

HEI recommends that the RCWD budget the amount of **\$35,000** for engineering services described within this Task Order (see **Attachment A**). HEI will not exceed this amount without prior approval from the District. We anticipate that the repair report will be completed no later than October 1, 2022. Meetings will follow at the

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. One day of field survey required.
2. Only one major alternative will be reviewed.
3. Seven meetings will be required: two Board Workshop discussions; one public informational meeting; one public hearing on the repair; meetings (one each) with the Cities of Roseville and Arden Hills; and an on-site meeting with a contractor.
4. Scope does not include development of a Water Management District charge.
5. No regulatory coordination is required.

SIGNATURES:

The services described by this Task Order are being provided in accordance with the Professional Services Agreement between the Rice Creek Watershed District and Houston Engineering dated May 14th, 2008, as amended and extended. This **Task Order** shall be effective **April 1, 2022**, as authorized by the signatures of representatives of the Rice Creek Watershed District and Houston Engineering, Inc.



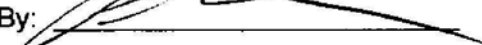
SCOPE OF SERVICES



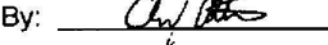
Task Order No. 2022-008
Rice Creek Watershed District

Ramsey County Ditch 4 Repair Report

Rice Creek Watershed District

By: 
Name: Ms. Patricia Preiner
Title: President
Date: 6-8-2022

Houston Engineering, Inc.

By: 
Name: Chris Otterness, P.E.
Title: District Engineer
Date: May 27, 2022

**Attachment A
ESTIMATED BUDGET
Ramsey County Ditch 4 Repair Report**

Rates ==> \$177 \$161 \$128 \$87 \$172

Date Prepared: April 26, 2022
Prepared by: C. Oterness
Check by: G. Monson

\$34,221
\$610
\$34,831

TASK DESCRIPTION	Engineer 10	Engineer 8	Engineer 4	GIS Analyst I	Two-Man Crew	Total	
						Hours	Dollars
	CO	GM	ND	TW	DL/XX		
Total Labor	36	93	71	4	20	224	
Total Labor	\$6,372	\$14,973	\$9,088	\$348	\$3,440	\$34,221	
Project Totals	36	93	71	4	20	224	\$34,221
Task 1 - Document Existing Conditions	2	22	0	0	20	44	\$7,336
Site Conditions	2	22	0	0	20	44	\$7,336
Site Walk-through	1	16			8		
Document findings and process data		6					
Field survey	1				12		
Task 2 - Complete Technical Analysis and Prepare Draft of the Repair Memorandum	11	34	62	4	0	111	\$15,705
Repair plans	4	19	36	0	0	59	\$8,375
Merge new survey data with existing and replot existing conditions		1	12				
Draft plans of the proposed repair in CAD	1	8	20				
Hold an onsite meeting with contractor to discuss repair methods/costs		4	4				
QA/QC plans	3	6					
Prepare Preliminary Opinions of Probable Cost / Benefits Analysis	0	2.5	8	0	0	10.5	\$1,427
Determine construction quantities for alternatives		0.5	4				
Obtain unit cost and complete POPCC		2	4				
Prepare draft memorandum	7	12.5	18	4	0	41.5	\$5,904
Describe Deficiencies		0.5	1				
Describe Repair	1	2	4				
Describe site access and limitations							
Conclusions and Recommendations	1	4	4				
Figures		1	4	4			
QA/QC memo	3	4	1				
Revise repair memo based on District staff/legal counsel comments	2	1	4				
Task 3 - Meetings, Hearings, and Project Coordination	23	37	9	0	0	69	\$11,180
Project Coordination	13	17	2	0	0	32	\$5,294
Meetings/correspondence with District staff	6	6					
Meetings with Cities (2)	4	4	0	0			
Internal meetings/coordination	3	7	2				
Board Workshop	1	8	5	0	0	14	\$2,105
Prepare powerpoint presentation	1	3	5				
Present to Board/attend workshops (2)		5					
Public Information Meeting	5	6	1	0	0	12	\$1,979
Prepare powerpoint presentation	1	2	1				
Present at Public Info Meeting	4	4					
Public Hearing	4	6	1	0	0	11	\$1,802
Prepare powerpoint presentation		2	1				
Present at Public Hearing	4	4					

MEMO



ADDITIONAL SERVICE REQUEST

From: Adam Nies, PE CFM
To: Nick Tomczik, RCWD
Through: Chris Otterness, PE
Date: October 18, 2023
Subject: RCD 4 - Water Management District Charge Memo
Cc: File 5555-0327
Project No.: R005555-0327

Houston Engineering, Inc. (HEI) entered into a contractual agreement, Task Order 2022-008, (i.e., AGREEMENT) to provide professional consulting services with the Rice Creek Watershed District. The AGREEMENT identifies various services to be performed in partial fulfillment of the contract and an agreed upon estimated compensation amount. The AGREEMENT identifies the services to be performed in return for estimated compensation in the amount of **\$35,000**.

The purpose of this memorandum is for Additional Services to the original Scope of Services rendered by Houston Engineering under our AGREEMENT. The initial Task Order identified the Assumption "Scope does not include development of a Water Management District charge". At this time, a WMD charge memo is required for the project to move into the next phase. A previously completed RCD 4 repair effort upstream of Terrace Drive incorporated a WMD charge determination and memo. For efficiency and consistency, the charge determination and memo for the currently recommend repair downstream of Oasis Pond will utilize the same process, incorporating any required data updates for parcel and land use changes.

The following items are interpreted by Houston Engineering as Additional Services:

Item No.	Description	Task Already Completed?	Additional Fee
1	Review WMD charge determination and memo from previous RCD 4 repair upstream of Terrace Drive	Yes	\$0
2	Apply same principles for the WMD charge determination for current repair, Oasis pond to Lake Johanna.	No	\$3,200
3	Develop WMD charge memo, prepare spreadsheets for certification of charges to Ramsey County, and prepare Right-of-way charge letters to the road authorities. Includes presentation of WMD charge memo at Board Workshop.	No	\$2,800
Total			\$6,000

The additional effort and coordination is considered to be out of the original scope. The cost of completing these additional services totals **\$6,000**. Therefore, HEI requests a change in project budget due to additional services to be provided. The original estimate of compensations was **\$35,000**. With the inclusion of these additional services, the total estimated project fee is **\$41,000**, which HEI is requesting for the completion of this work.

MEMO



SIGNATURES:

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

Rice Creek Watershed District

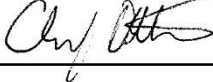
By: _____

Name: _____

Title: _____

Date: _____

Houston Engineering, Inc.

By:  _____

Name: Christopher C. Otterness, P.E.

Title: District Engineer

Date: October 18, 2023

ITEMS REQUIRING BOARD ACTION

2. Consider League of MN Cities Liability Coverage Waiver Form (Nick Tomczik)

MEMORANDUM
Rice Creek Watershed District



Date: October 12, 2023
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: League of Minnesota Cities (LMC) Liability Coverage-Waiver Form

Introduction

Annually, the District must consider the potential waiver of statutory tort liability limits and report that decision to the League of Minnesota Cities.

Background

The League of Minnesota Cities requires members obtaining liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) to consider the waiver of statutory tort liability limits. The limits are established in Minnesota Statutes, Section 466.04.

The Board has voted to waive the statutory monetary limits on municipal tort liability for their LMC coverage renewal, for all years from 2016 through 2023. (See attached form from League of Minnesota Cities. The noted RCWD Board actions are the second bullet of the form.) If the Board wishes to take an alternative direction for the insurance renewal covering 2024, the proposed motion must be adjusted accordingly to reflect that intent.

Proposed Motions

Manager _____ moves that the District *waives* the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Attachments

LMC Liability Coverage-Waiver Form

LIABILITY COVERAGE WAIVER FORM

Members who obtain liability coverage through the League of Minnesota Cities Insurance Trust (LMCIT) must complete and return this form to LMCIT before their effective date of coverage. [Email completed form to your city’s underwriter, to pstech@lmc.org](mailto:pstech@lmc.org), or fax to 651.281.1298.

Members who obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. *The decision to waive or not waive the statutory tort limits must be made annually by the member’s governing body, in consultation with its attorney if necessary.* The decision has the following effects:

- *If the member does not waive the statutory tort limits*, an individual claimant could recover no more than \$500,000 on any claim to which the statutory tort limits apply. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would be limited to \$1,500,000. These statutory tort limits would apply regardless of whether the member purchases the optional LMCIT excess liability coverage.
- *If the member waives the statutory tort limits and does not purchase excess liability coverage*, a single claimant could recover up to \$2,000,000 for a single occurrence (under the waive option, the tort cap liability limits are only waived to the extent of the member’s liability coverage limits, and the LMCIT per occurrence limit is \$2,000,000). The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to \$2,000,000, regardless of the number of claimants.
- *If the member waives the statutory tort limits and purchases excess liability coverage*, a single claimant could potentially recover an amount up to the limit of the coverage purchased. The total all claimants could recover for a single occurrence to which the statutory tort limits apply would also be limited to the amount of coverage purchased, regardless of the number of claimants.

Claims to which the statutory municipal tort limits do not apply are not affected by this decision.

LMCIT Member Name: _____

Check one:

- The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#).
- The member **WAIVES** the monetary limits on municipal tort liability established by [Minn. Stat. § 466.04](#), to the extent of the limits of the liability coverage obtained from LMCIT.

Date of member’s governing body meeting: _____

Signature: _____

Position: _____

ITEMS REQUIRING BOARD ACTION

3. City of Roseville – Ramsey County Ditch 4 (RCD 4) Basic Water Management Project Reimbursement #8 (Nick Tomczik)

MEMORANDUM
Rice Creek Watershed District



Date: October 9, 2023
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: City of Roseville – Ramsey County Ditch 4 (RCD 4) Basic Water Management Project Reimbursement #8

Introduction

The District needs to approve the transfer of MnDOT’s final RCD 4 Water Management District (WMD) Right of Way (ROW) charge collection to the City of Roseville.

Background

The City of Roseville completed the project in 2021, converting the open ditch to pipe and transferring it to Roseville. The project agreement required RCWD payment of WMD collected charges to Roseville. RCWD recently received MnDOT’s final RCD4 WMD ROW charge totaling \$11,971.99. These funds need to be transferred to the City of Roseville.

This payment will bring our WMD reimbursement for this project to \$420,366.79. Our ad valorem reimbursement has been fully paid to the City, leaving a total of \$29,633.21 in WMD funds remaining (yet to be collected).

Staff Recommendation

District staff recommends that \$11,971.99 in RCD 4 WMD MnDOT ROW funds be issued to the City of Roseville pursuant to the project agreement between the City and RCWD.

Proposed Motion

Manager _____ moves to approve the RCD 4 WMD MnDOT ROW reimbursement to the City of Roseville and directs staff to issue a payment in the amount of \$11,971.99, seconded by Manager _____.

ITEMS REQUIRING BOARD ACTION

4. Check Register Dated October 25, 2023, in the Amount of \$273,422.57 and October Interim Financial Statements Prepared by Redpath and Company

Mr. Chair, having reviewed the October 25, 2023 check register and the October 2023 Interim Financial Statements, both prepared by Redpath and Company, I move to approve of the October 25, 2023 check register in the amount of \$273,422.57.

Rice Creek Watershed District
Check Register
October 12, 2023 - October 25, 2023
To Be Approved at the October 25, 2023 Board Meeting

Check #	Date	Payee	Description	Amount
25316	10/25/23	Barr Engineering	Oct Engineering Exp.	\$7,876.00
25317	10/25/23	Beisswenger's Do it Best	Construction	32.49
25318	10/25/23	Blaine Shopping Center, LLC.	Rent	8,617.24
25319	10/25/23	Delta Dental	Employee Benefits	1,020.84
25320	10/25/23	Dunway Construction	Contracted Services	10,820.00
25321	10/25/23	First Unum Life Insurance Co.	Employee Benefits	892.92
25322	10/25/23	Gallagher Benefit Services, Inc.	Professional Services	6,000.00
25323	10/25/23	HealthPartners	Employee Benefits Mini-	12,049.50
25324	10/25/23	Mary Hoff	Mini-Grant	229.92
25325	10/25/23	Houston Engineering, Inc.	Sep. Engineering Expense	99,766.50
25326	10/25/23	Instrumental Research, Inc.	Lab Expense	4,114.00
25327	10/25/23	NineNorth	Professional Services	378.30
25328	10/25/23	Premium Waters, Inc.	Meeting Supplies	99.58
25329	10/25/23	Ramsey County	Contracted Services	13,889.66
25330	10/25/23	Redpath & Company, LLC.	Audit and Accounting	5,871.83
25331	10/25/23	Rinke Noonan	Legal	1,140.40
25332	10/25/23	RMB Environmental Laboratories, Inc.	Lab Expense	6,335.70
25333	10/25/23	Rymark	Professional Services	2,472.08
25334	10/25/23	Scandia Trucking & Excavation	Contracted Services	9,577.00
25335	10/25/23	Smith Partners	Legal	7,627.26
25336*	10/25/23	Timesaver Off Site Secretarial, Inc.	Professional Services	187.50
25338	10/25/23	Verizon Wireless	Telecommunications	848.32
25339	10/25/23	Washington Conservation Dist.	Contracted Services	2,163.75
25340	10/25/23	Weston Woods on Rice Creek	Water Steward Project	1,000.00
25341	10/25/23	WSB & Associates, Inc.	Engineering	2,783.00
11340	10/25/23	Bald Eagle Builders, Inc.	Surety Release - #18-058	1,500.00
11341	10/25/23	MN Management Partners, LLC.	Surety Release - #22-011	4,700.00
11342	10/25/23	Rehbein Properties	Surety Release - #21-040	5,000.00
Payroll	10/31/23	Oct 31st Payroll (estimate)	Oct 31st Payroll (estimate)	32,827.45
Payroll	10/31/23	Manager Per Diem/Expenses (estimate)	Manager Per Diem/Expenses (estimate)	2,391.06
EFT Void	09/27/23	Verizon Wireless	Telecommunications	(678.67) Void
EFT Void	09/27/23	Verizon Wireless	Telecommunications	(169.10) Void
EFT	10/20/23	Further	Employee Benefits	45.00
EFT	10/25/23	Xcel Energy	Telecommunications	54.42
EFT	10/31/23	Internal Revenue Service (estimate)	10/31 Federal Withholding (estimate)	11,393.36
EFT	10/31/23	Minnesota Revenue (estimate)	10/31 State Withholding (estimate)	1,993.00
EFT	10/31/23	Empower Retirement	10/31 Deferred Compensation	955.00
EFT	10/31/23	Empower Retirement	10/31 Roth IRA	265.00
EFT	10/31/23	Empower Retirement	10/31 Health Care Savings (estimate)	1,040.38
EFT	10/31/23	PERA (estimate)	10/31 PERA (estimate)	6,311.88
Total				<u>\$273,422.57</u>

*25337 - Void

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2023
10/31/2023

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	\$32,500.00	-	\$2,125.00	\$22,125.00	\$10,375.00	68.08%
	Manager expenses	4010	6,000.00	-	266.06	3,501.82	2,498.18	58.36%
Committees	Committee/Bd Mtg. Exp.	4800	-	-	-	-	-	-
Employees	Staff salary/taxes/benefits	4100-4140	246,310.00	-	19,842.23	200,611.49	45,698.51	81.45%
	District training & education	4265	7,200.00	-	325.00	769.33	6,430.67	10.69%
	Employee expenses	4320-4321	1,100.00	-	93.86	648.08	451.92	58.92%
Administration/ Office	Office/Meeting/Software	4200-4205	4,950.00	-	125.43	1,799.65	3,150.35	36.36%
	Printing	4208	500.00	-	-	-	500.00	0.00%
	Rent/Office	4210	22,200.00	-	1,723.45	18,535.35	3,664.65	83.49%
	Telecommunications	4240	7,500.00	-	874.96	4,654.38	2,845.62	62.06%
	Dues	4245	15,500.00	-	-	14,721.00	779.00	94.97%
	Publications	4250	200.00	-	-	68.38	131.62	34.19%
	Insurance	4270	7,000.00	-	-	7,228.60	(228.60)	103.27%
	Postage	4280	1,100.00	-	-	(10.00)	1,110.00	-0.91%
	Legal Notices	4290	1,500.00	-	-	989.43	510.57	65.96%
	Office Equipment/Lease	4635	4,120.00	-	207.60	4,036.90	83.10	97.98%
	Sub-Total-Administration:			357,680.00	-	25,583.59	279,679.41	78,000.59
Consultants	Auditor/Accounting	4330	18,000.00	-	1,174.37	15,288.81	2,711.19	84.94%
	Legal	4410	50,000.00	-	2,574.49	28,115.80	21,884.20	56.23%
	Consultants/Professional Serv.	4420	24,000.00	-	2,121.05	13,894.43	10,105.57	57.89%
	Engineering-General	4500	56,000.00	-	3,400.00	31,550.47	24,449.53	56.34%
	Sub-Total-Consultants:			148,000.00	-	9,269.91	88,849.51	59,150.49
TOTAL			\$505,680.00	-	\$34,853.50	\$368,528.92	\$137,151.08	72.88%

Rice Creek Watershed District Budget Status Report
Administrative & Program Budget
Fiscal Year 2023
10/31/2023

Revenue/Expenditures By Project	2023 Budget	2023 Year to date Revenue	2023 Current Month Expense	2023 Year to date Expense	Current Budget Balance	Percent of Budget
10 - General and Administrative	\$505,680.00	379,937.31	\$34,853.50	\$368,528.92	\$137,151.08	72.88%
30 - Environmental Education	231,081.00	135,571.02	14,035.57	150,532.20	80,548.80	65.14%
35 - Information Management	317,679.00	147,660.92	28,130.79	182,957.45	134,721.55	57.59%
60 - Restoration Projects	2,037,423.00	708,753.48	23,463.26	508,632.46	1,528,790.54	24.96%
70 - Regulatory	1,422,713.00	713,487.54	108,871.82	902,703.66	520,009.34	63.45%
80 - Ditch & Creek Maintenance	2,036,181.00	660,901.60	66,452.02	868,767.04	1,167,413.96	42.67%
90 - Lake & Stream Management	1,084,135.00	591,864.12	54,157.97	517,303.94	566,831.06	47.72%
95 - District Facilities	709,196.00	399,863.50	14,915.59	174,510.69	534,685.31	24.61%
Total District Revenue/Expenditures	\$8,344,088.00	\$3,738,039.49	\$344,880.52	\$3,673,936.36	\$4,670,151.64	44.03%

Current Fund Balances:

Fund:	Fund Balance @ 12/31/2022	2023 Fund Balance Transfers	2023 Year to date Revenue	2023 Current Month Expense	2023 Year to date Expense	Fund Balance @ 10/31/2023
10 - General Fund	\$295,952.24	-	379,937.31	\$34,853.50	\$368,528.92	\$307,360.63
30 - Environmental Education	207,497.00	-	135,571.02	14,035.57	150,532.20	192,535.82
35 - Information Management	454,006.00	(200,000.00)	147,660.92	28,130.79	182,957.45	218,709.47
60 - Restoration Projects	4,195,168.00	(2,200,000.00)	708,753.48	23,463.26	508,632.46	2,195,289.02
70 - Regulatory	1,178,467.00	(500,000.00)	713,487.54	108,871.82	902,703.66	489,250.88
80 - Ditch & Creek Maintenance	1,585,755.00	-	660,901.60	66,452.02	868,767.04	1,377,889.56
90 - Lake & Stream Management	2,185,205.00	(1,600,000.00)	591,864.12	54,157.97	517,303.94	659,765.18
95 - District Facilities	379,841.00	-	399,863.50	14,915.59	174,510.69	605,193.81
99 - Project Anticipation	0.00	4,500,000.00	-	-	-	4,500,000.00
Total District Fund Balance:	\$10,481,891.24	-	\$3,738,039.49	\$344,880.52	\$3,673,936.36	\$10,545,994.37

Rice Creek Watershed District

Interim Financial Statements

October 31, 2023



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 Ten Months Ending October 31, 2023
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	\$ 264,511.76	504,664.00	(240,152.24)
Interest Revenue	0.00	20,051.26	1,016.00	19,035.26
Investment Interest-Surety	0.00	94,695.18	0.00	94,695.18
Investment Income	0.00	551.31	0.00	551.31
Miscellaneous Revenue	0.00	127.80	0.00	127.80
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	379,937.31	505,680.00	(125,742.69)
Expenses				
Manager Per Diem	2,125.00	22,125.00	32,500.00	(10,375.00)
Manager Expense	0.00	822.72	2,000.00	(1,177.28)
Manager Travel	266.06	2,679.10	4,000.00	(1,320.90)
Wages	13,991.46	140,752.46	170,888.00	(30,135.54)
Benefits	2,576.75	26,454.38	28,900.00	(2,445.62)
PERA Expense	1,049.36	10,546.63	12,817.00	(2,270.37)
HCSA Contributions	1,040.38	9,989.60	15,132.00	(5,142.40)
Payroll Taxes	1,161.70	11,638.27	13,073.00	(1,434.73)
Payroll Taxes-Unemployment	22.58	1,230.15	5,500.00	(4,269.85)
Office Supplies	29.07	1,003.73	1,800.00	(796.27)
Field Supplies	0.00	0.00	200.00	(200.00)
Computer Software	0.00	0.00	250.00	(250.00)
Meeting Supplies	80.38	779.94	2,700.00	(1,920.06)
Printing	0.00	0.00	500.00	(500.00)
Rent	1,723.45	18,535.35	22,200.00	(3,664.65)
Telecommunications	874.96	4,654.38	7,500.00	(2,845.62)
Dues	0.00	14,721.00	15,500.00	(779.00)
Publications	0.00	68.38	200.00	(131.62)
Training & Education	325.00	769.33	7,200.00	(6,430.67)
Insurance & Bonds	0.00	7,228.60	7,000.00	228.60
Postage	0.00	(10.00)	1,100.00	(1,110.00)
Legal Notices	0.00	989.43	1,500.00	(510.57)
Staff Travel	93.86	648.08	1,100.00	(451.92)
Vehicle Expense	15.98	15.98	0.00	15.98
Audit & Accounting	1,174.37	15,288.81	18,000.00	(2,711.19)
Professional Services	2,121.05	13,894.43	24,000.00	(10,105.57)
Legal	2,574.49	28,115.80	50,000.00	(21,884.20)
Engineering	3,400.00	31,550.47	56,000.00	(24,449.53)
Equipment	0.00	2,453.39	2,000.00	453.39
Equipment Lease	207.60	1,583.51	2,120.00	(536.49)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Expenses	34,853.50	368,528.92	505,680.00	(137,151.08)
Total Revenues Over/(Under)				
Expenditures - General Fund	(34,853.50)	11,408.39	0.00	11,408.39
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenue Over/(Under) Expenditur	\$ (34,853.50)	11,408.39	0.00	11,408.39

Rice Creek Watershed District
Statement of Revenue and Expenditures - Environmental Education - 30
For the One Month and Ten Months Ending October 31, 2023
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	\$ 78,755.39	150,258.00	(71,502.61)
Interest Income	0.00	9,157.24	464.00	8,693.24
Investment Income	0.00	251.79	0.00	251.79
Total Revenues	0.00	88,164.42	150,722.00	(62,557.58)
Expenses				
Wages	6,546.02	64,142.97	78,538.00	(14,395.03)
Interns	0.00	60.00	5,000.00	(4,940.00)
Benefits	737.46	9,973.96	11,166.00	(1,192.04)
PERA Expense	481.24	4,801.02	5,626.00	(824.98)
Payroll Taxes	488.23	4,813.61	6,391.00	(1,577.39)
Office Supplies	4.00	206.05	900.00	(693.95)
Computer Software	0.00	26.50	1,000.00	(973.50)
Meeting Supplies	0.00	0.00	500.00	(500.00)
Printing	0.00	0.00	250.00	(250.00)
Rent	861.72	9,267.72	11,100.00	(1,832.28)
Telecommunications	437.48	2,301.58	3,750.00	(1,448.42)
Publications	0.00	26.37	100.00	(73.63)
Training & Education	325.00	2,304.14	3,600.00	(1,295.86)
Insurance and Bonds	0.00	3,614.30	3,500.00	114.30
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	0.00	245.95	550.00	(304.05)
Audit & Accounting	587.18	7,619.39	9,000.00	(1,380.61)
Professional Services	777.63	2,405.27	6,500.00	(4,094.73)
Legal	0.00	691.58	1,000.00	(308.42)
Engineering	0.00	0.00	500.00	(500.00)
Equipment	0.00	1,592.25	1,250.00	342.25
Equipment-Lease	103.80	791.75	1,060.00	(268.25)
Total Expenses	11,349.76	114,884.41	152,081.00	(37,196.59)
Total Revenues Over/(Under)				
Expenditures - Communication:	(11,349.76)	(26,719.99)	(1,359.00)	(25,360.99)
<u>WATERSHED COMMUNICATION & OUTREACH - 30-02</u>				
Revenues				
General Property Tax	0.00	5,765.47	11,000.00	(5,234.53)
Total Revenues	0.00	5,765.47	11,000.00	(5,234.53)
Expenses				
Computer Software	0.00	0.00	1,000.00	(1,000.00)
Printing	0.00	48.47	1,500.00	(1,451.53)
Training & Education	44.14	306.06	8,500.00	(8,193.94)
Total expenses	44.14	354.53	11,000.00	(10,645.47)
Total Revenues Over/(Under)				
Expenditures - Watershed Communicati	(44.14)	5,410.94	0.00	5,410.94

Rice Creek Watershed District
Statement of Revenue and Expenditures - Environmental Education - 30
For the One Month and Ten Months Ending October 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>MASTER WATER STEWARD PROGRAM - 30-03</u>				
Revenues				
General Property Tax	0.00	9,958.55	19,000.00	(9,041.45)
Miscellaneous Income	0.00	6,000.00	0.00	6,000.00
Total Revenues	0.00	15,958.55	19,000.00	(3,041.45)
Expenses				
Training & Education	0.00	0.00	9,000.00	(9,000.00)
Contracted Services	0.00	6,000.00	10,000.00	(4,000.00)
Construction	1,000.00	1,000.00	0.00	1,000.00
Total expenses	1,000.00	7,000.00	19,000.00	(12,000.00)
Total Revenues Over/(Under)				
Expenditures - Master Water:	(1,000.00)	8,958.55	0.00	8,958.55
<u>OUTREACH PARTNERSHIPS - 30-04</u>				
Revenues				
General Property Tax	0.00	14,675.77	28,000.00	(13,324.23)
Total Revenues	0.00	14,675.77	28,000.00	(13,324.23)
Expenses				
Training & Education	0.00	510.71	8,500.00	(7,989.29)
Contracted Services	0.00	19,266.80	19,500.00	(233.20)
Total expenses	0.00	19,777.51	28,000.00	(8,222.49)
Total Revenues Over/(Under)				
Expenditures - Outreach:	0.00	(5,101.74)	0.00	(5,101.74)
<u>MINI-GRANTS PROGRAM - 30-05</u>				
Revenues				
General Property Tax	0.00	5,241.34	10,000.00	(4,758.66)
Total Revenues	0.00	5,241.34	10,000.00	(4,758.66)
Expenses				
Construction	729.92	2,172.23	10,000.00	(7,827.77)
Total expenses	729.92	2,172.23	10,000.00	(7,827.77)
Total Revenues Over/(Under)				
Expenditures - Mini-Grants:	(729.92)	3,069.11	0.00	3,069.11

Rice Creek Watershed District
Statement of Revenue and Expenditures - Environmental Education - 30
For the One Month and Ten Months Ending October 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>ENGINEERING & TECHNICAL SUPPORT - 30-06</u>				
Revenues				
General Property Tax	0.00	3,144.80	6,000.00	(2,855.20)
Total Revenues	<u>0.00</u>	<u>3,144.80</u>	<u>6,000.00</u>	<u>(2,855.20)</u>
Expenses				
Training & Education	0.00	0.00	6,000.00	(6,000.00)
Engineering	166.25	2,989.37	0.00	2,989.37
Total expenses	<u>166.25</u>	<u>2,989.37</u>	<u>6,000.00</u>	<u>(3,010.63)</u>
Total Revenues Over/(Under)				
Expenditures - Eng. & Technical:	<u>(166.25)</u>	<u>155.43</u>	<u>0.00</u>	<u>155.43</u>
 <u>WATERSHED PLAN MAINTENANCE - 30-08</u>				
Revenues				
General Property Tax	0.00	2,620.67	5,000.00	(2,379.33)
Total Revenues	<u>0.00</u>	<u>2,620.67</u>	<u>5,000.00</u>	<u>(2,379.33)</u>
Expenses				
Legal Notices	0.00	1,024.40	0.00	1,024.40
Legal	0.00	1,036.00	0.00	1,036.00
Engineering	745.50	1,293.75	5,000.00	(3,706.25)
Total expenses	<u>745.50</u>	<u>3,354.15</u>	<u>5,000.00</u>	<u>(1,645.85)</u>
Total Revenues Over/(Under)				
Expenditures - Watershed Plan:	<u>(745.50)</u>	<u>(733.48)</u>	<u>0.00</u>	<u>(733.48)</u>
 Total Revenue Over/(Under) Expenditur	 <u><u>\$ (14,035.57)</u></u>	 <u><u>\$ (14,961.18)</u></u>	 <u><u>(1,359.00)</u></u>	 <u><u>(13,602.18)</u></u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information & Technology Management - 35
For the One Month and Ten Months Ending October 31, 2023
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	\$ 71,827.38	137,040.00	(65,212.62)
Interest Revenue	0.00	12,591.22	638.00	11,953.22
Investment Interest	0.00	346.19	0.00	346.19
Total Revenues	<u>0.00</u>	<u>84,764.79</u>	<u>137,678.00</u>	<u>(52,913.21)</u>
Expenses				
Wages	1,000.00	5,369.28	16,250.00	(10,880.72)
Benefits	132.33	3,629.01	2,787.00	842.01
PERA Expense	75.00	402.70	1,219.00	(816.30)
Payroll Taxes	76.50	410.75	1,242.00	(831.25)
Office Supplies	2.00	162.58	450.00	(287.42)
Computer Software	60.23	3,335.65	11,000.00	(7,664.35)
Printing	0.00	55.00	125.00	(70.00)
Rent	430.86	4,633.86	5,550.00	(916.14)
Telecommunications	218.74	1,137.96	1,875.00	(737.04)
Publications	0.00	26.37	50.00	(23.63)
Training & Education	325.00	335.99	1,800.00	(1,464.01)
Insurance and Bonds	0.00	1,807.15	1,750.00	57.15
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Audit & Accounting	293.59	3,809.73	4,500.00	(690.27)
Professional Services	2,860.89	34,909.27	47,500.00	(12,590.73)
Contracted Services	0.00	0.00	1,500.00	(1,500.00)
Computer Equipment	0.00	7,621.70	37,500.00	(29,878.30)
Equipment	0.00	1,139.33	1,500.00	(360.67)
Equipment Lease	51.90	395.87	530.00	(134.13)
Total Expenses	<u>5,527.04</u>	<u>69,182.20</u>	<u>137,678.00</u>	<u>(68,495.80)</u>
Total Revenues Over/(Under)				
Expenditures - Information Management	<u>(5,527.04)</u>	<u>15,582.59</u>	<u>0.00</u>	<u>15,582.59</u>

BOUNDARY MANAGEMENT PROGRAM - 35-03

Revenues				
General Property Tax	0.00	7,862.02	15,000.00	(7,137.98)
Total Revenues	<u>0.00</u>	<u>7,862.02</u>	<u>15,000.00</u>	<u>(7,137.98)</u>
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	1,402.25	9,040.75	13,000.00	(3,959.25)
Total Expenses	<u>1,402.25</u>	<u>9,040.75</u>	<u>15,000.00</u>	<u>(5,959.25)</u>
Total Revenues Over/(Under)				
Expenditures - Boundary Mgmt:	<u>(1,402.25)</u>	<u>(1,178.73)</u>	<u>0.00</u>	<u>(1,178.73)</u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Information & Technology Management - 35
For the One Month and Ten Months Ending October 31, 2023
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				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	9,259.00	28,131.25	38,000.00	(9,868.75)
Total Expenses	9,259.00	28,131.25	40,000.00	(11,868.75)
Total Revenues Over/(Under)				
Expenditures - District-Wide Model:	(9,259.00)	(28,131.25)	(40,000.00)	11,868.75
<u>DATABASE & VIEWER MAINTENANCE - 35-05</u>				
Revenues				
General Property Tax	0.00	28,827.38	55,000.00	(26,172.62)
Total Revenues	0.00	28,827.38	55,000.00	(26,172.62)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	1,295.00	27,740.50	70,000.00	(42,259.50)
Construction Expense	0.00	96.64	0.00	96.64
Total expenses	1,295.00	27,837.14	75,000.00	(47,162.86)
Total Revenues Over/(Under)				
Expenditures - Database & Viewer:	(1,295.00)	990.24	(20,000.00)	20,990.24
<u>DISTRICT WEBSITE - 35-15</u>				
Revenues				
General Property Tax	0.00	26,206.73	50,000.00	(23,793.27)
Total Revenues	0.00	26,206.73	50,000.00	(23,793.27)
Expenses				
Professional Services	10,000.00	45,000.00	45,000.00	0.00
Legal	647.50	3,375.73	3,000.00	375.73
Engineering	0.00	390.38	2,000.00	(1,609.62)
Total expenses	10,647.50	48,766.11	50,000.00	(1,233.89)
Total Revenues Over/(Under)				
Expenditures - District Website:	(10,647.50)	(22,559.38)	0.00	(22,559.38)
Total Revenue Over/(Under) Expenditur	\$ (28,130.79)	\$ (35,296.53)	(60,000.00)	24,703.47

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Ten Months Ending October 31, 2023
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	\$ 152,805.63	291,539.00	(138,733.37)
Interest Revenue	0.00	80,797.06	4,095.00	76,702.06
Investment Interest	0.00	2,221.53	0.00	2,221.53
Miscellaneous Income	0.00	1,200.00	0.00	1,200.00
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Total Revenues	0.00	237,024.22	295,634.00	(58,609.78)
Expenses				
Wages	8,405.63	77,342.46	178,830.00	(101,487.54)
Interns	0.00	60.00	5,000.00	(4,940.00)
Benefits	1,113.60	12,009.36	21,119.00	(9,109.64)
PERA Expense	630.42	5,594.91	13,262.00	(7,667.09)
Payroll Taxes	626.96	5,426.98	14,063.00	(8,636.02)
Office Supplies	4.00	347.98	900.00	(552.02)
Field Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	250.00	(250.00)
Rent	861.72	9,267.72	11,100.00	(1,832.28)
Telecommunications	437.48	2,354.67	3,750.00	(1,395.33)
Publications	0.00	87.52	100.00	(12.48)
Training & Education	325.00	346.98	3,600.00	(3,253.02)
Insurance and Bonds	0.00	3,614.30	3,500.00	114.30
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	348.80	1,000.00	(651.20)
Staff Travel	0.00	0.00	550.00	(550.00)
Vehicle	111.64	663.27	13,000.00	(12,336.73)
Audit & Accounting	587.18	7,619.39	9,000.00	(1,380.61)
Professional Services	777.63	2,725.96	6,500.00	(3,774.04)
Legal	0.00	826.08	2,000.00	(1,173.92)
Engineering	0.00	291.00	5,000.00	(4,709.00)
Equipment	0.00	1,226.70	1,250.00	(23.30)
Equipment Lease	103.80	791.75	1,060.00	(268.25)
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Total Expenses	13,985.06	130,945.83	295,634.00	(164,688.17)
Total Revenues Over/(Under)				
Expenditures - Restoration Projects:	(13,985.06)	106,078.39	0.00	106,078.39

ANOKA CHAIN OF LAKES WATER MGMT. PROJECT - 60-01

Revenues				
General Property Tax	0.00	43,754.21	83,479.00	(39,724.79)
Grant Income	0.00	0.00	46,521.00	(46,521.00)
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	43,754.21	130,000.00	(86,245.79)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	0.00	15,174.50	45,000.00	(29,825.50)
Construction	0.00	8,670.25	100,000.00	(91,329.75)
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenses	0.00	23,844.75	150,000.00	(126,155.25)
Total Revenues Over/(Under)				
Expenditures - Anoka Chain:	0.00	19,909.46	(20,000.00)	39,909.46

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

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Ten Months Ending October 31, 2023
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				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Engineering	0.00	0.00	100,000.00	(100,000.00)
Construction	0.00	0.00	50,000.00	(50,000.00)
Total expenses	0.00	0.00	150,000.00	(150,000.00)
Total Revenues Over/(Under)				
Expenditures - Lower RC:	0.00	0.00	(150,000.00)	150,000.00
<u>MIDDLE RC WATER MGMT. PROJECT - 60-04</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Training & Education	0.00	912.55	0.00	912.55
Engineering	0.00	0.00	20,000.00	(20,000.00)
Construction	0.00	0.00	30,000.00	(30,000.00)
Total expenses	0.00	912.55	50,000.00	(49,087.45)
Total Revenues Over/(Under)				
Expenditures - Middle RC Water Mgmt.	0.00	(912.55)	(50,000.00)	49,087.45
<u>BALD EAGLE LAKE (BEL) WMD - 60-05</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Professional Services	0.00	9.00	6,789.00	(6,780.00)
Contracted Services	0.00	0.00	25,000.00	(25,000.00)
Total expenses	0.00	9.00	31,789.00	(31,780.00)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake WMD:	0.00	(9.00)	(31,789.00)	31,780.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Ten Months Ending October 31, 2023
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	13,103.36	25,000.00	(11,896.64)
Total Revenues	0.00	13,103.36	25,000.00	(11,896.64)
Expenses				
Engineering	7,876.00	7,876.00	50,000.00	(42,124.00)
Total expenses	7,876.00	7,876.00	50,000.00	(42,124.00)
Total Revenues Over/(Under)				
Expenditures - Bald Eagle Lake:	(7,876.00)	5,227.36	(25,000.00)	30,227.36
<u>RCD 2, 3 & 5 BASIC WATER MGMT. PROJECT - 60-08</u>				
Revenues				
General Property Tax	0.00	131,033.61	250,000.00	(118,966.39)
Total Revenues	0.00	131,033.61	250,000.00	(118,966.39)
Expenses				
Legal	0.00	0.00	5,000.00	(5,000.00)
Engineering	1,395.00	96,135.71	145,000.00	(48,864.29)
Construction Services	0.00	0.00	100,000.00	(100,000.00)
Total expenses	1,395.00	96,135.71	250,000.00	(153,864.29)
Total Revenues Over/(Under)				
Expenditures - Basic Water Mgmt. Proje	(1,395.00)	34,897.90	0.00	34,897.90
<u>REGIONAL WATER MGMT.PARTNERSHIP PROJECTS - 60-11</u>				
Revenues				
Grants-Income`	0.00	76,805.00	0.00	76,805.00
Total Revenues	0.00	76,805.00	0.00	76,805.00
Expenses				
Training & Education	0.00	1,933.12	0.00	1,933.12
Legal Notices	0.00	0.00	500.00	(500.00)
Staff Travel	0.00	49.71	0.00	49.71
Contracted Services	0.00	20,000.00	10,000.00	10,000.00
Legal	0.00	0.00	500.00	(500.00)
Engineering	0.00	42,976.63	9,000.00	33,976.63
Construction	0.00	0.00	30,000.00	(30,000.00)
Total expenses	0.00	64,959.46	50,000.00	14,959.46
Total Revenues Over/(Under)				
Expenditures - Regional Water Mgmt.	0.00	11,845.54	(50,000.00)	61,845.54

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Ten Months Ending October 31, 2023
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	162,481.66	310,000.00	(147,518.34)
Total Revenues	0.00	162,481.66	310,000.00	(147,518.34)
Expenses				
Legal Notices	0.00	742.40	3,000.00	(2,257.60)
Legal	0.00	362.60	0.00	362.60
Engineering	0.00	2,342.00	12,000.00	(9,658.00)
Construction	0.00	176,000.00	770,000.00	(594,000.00)
Total expenses	0.00	179,447.00	785,000.00	(605,553.00)
Total Revenues Over/(Under)				
Expenditures - Stormwater Mgmt.:	0.00	(16,965.34)	(475,000.00)	458,034.66
<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	2,976.25	19,000.00	(16,023.75)
Construction	0.00	0.00	55,000.00	(55,000.00)
Total expenses	0.00	2,976.25	75,000.00	(72,023.75)
Total Revenues Over/(Under)				
Expenditures - Southwest Urban Lake	0.00	(2,976.25)	(75,000.00)	72,023.75
<u>CLEAR LAKE WATER MGMT.PROJECT - 60-29</u>				
Revenues				
General Property Tax	0.00	39,310.08	75,000.00	(35,689.92)
Total Revenues	0.00	39,310.08	75,000.00	(35,689.92)
Expenses				
Contracted Services	0.00	0.00	15,000.00	(15,000.00)
Construction	0.00	0.00	60,000.00	(60,000.00)
Total expenses	0.00	0.00	75,000.00	(75,000.00)
Total Revenues Over/(Under)				
Expenditures - Clear Lake Water Mgmt.	0.00	39,310.08	0.00	39,310.08

Rice Creek Watershed District
Statement of Revenue and Expenditures - Restoration Projects - 60
For the One Month and Ten Months Ending October 31, 2023
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	5,241.34	10,000.00	(4,758.66)
Total Revenues	0.00	5,241.34	10,000.00	(4,758.66)
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	0.00	0.00	40,000.00	(40,000.00)
Total expenses	0.00	0.00	50,000.00	(50,000.00)
Total Revenues Over/(Under)				
Expenditures - Stormwater Master:	0.00	5,241.34	(40,000.00)	45,241.34
 <u>MUNICIPAL CIP EARLY COORDINATION - 60-36</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	0.00	118.75	8,000.00	(7,881.25)
Total expenses	0.00	118.75	10,000.00	(9,881.25)
Total Revenues Over/(Under)				
Expenditures - Municipal CIP:	0.00	(118.75)	(10,000.00)	9,881.25
 <u>GROUNDWATER MGMT. & STORMWATER REUSE - 60-37</u>				
Revenues				
Total Revenues	0.00	0.00	0.00	0.00
Expenses				
Legal	207.20	207.20	3,000.00	(2,792.80)
Engineering	0.00	1,185.75	12,000.00	(10,814.25)
Total expenses	207.20	1,392.95	15,000.00	(13,607.05)
Total Revenues Over/(Under)				
Expenditures - Groundwater Mgmt.:	(207.20)	(1,392.95)	(15,000.00)	13,607.05
Total Revenue Over/(Under) Expenditur	\$ (23,463.26)	\$ 200,135.23	(941,789.00)	1,141,924.23

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory Projects - 70
For the One Month and Ten Months Ending October 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>REGULATORY PROJECT MANAGEMENT - 70-00</u>				
Revenues				
General Property Tax	\$ 0.00	\$ 259,370.01	494,854.00	(235,483.99)
Interest Revenue	0.00	56,423.72	2,859.00	53,564.72
Investment Interest	0.00	1,551.38	0.00	1,551.38
Miscellaneous	0.00	1,267.50	0.00	1,267.50
Total Revenues	0.00	318,612.61	497,713.00	(179,100.39)
Expenses				
Wages	24,872.68	237,847.53	311,533.00	(73,685.47)
Interns	0.00	60.00	5,000.00	(4,940.00)
Benefits	3,265.64	33,222.59	37,319.00	(4,096.41)
PERA Expense	1,865.45	18,006.13	23,247.00	(5,240.87)
Payroll Taxes	1,872.64	17,718.81	24,214.00	(6,495.19)
Office Supplies	10.00	873.93	2,250.00	(1,376.07)
Field Supplies	0.00	582.51	500.00	82.51
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	95.00	625.00	(530.00)
Rent	2,154.31	23,169.17	27,750.00	(4,580.83)
Telecommunications	1,093.71	6,109.02	9,375.00	(3,265.98)
Publications	0.00	26.38	250.00	(223.62)
Training & Education	1,003.52	1,378.47	9,000.00	(7,621.53)
Insurance and Bonds	0.00	9,035.75	8,750.00	285.75
Postage	0.00	0.00	1,375.00	(1,375.00)
Legal Notices	0.00	0.00	500.00	(500.00)
Staff Travel	0.00	64.65	1,375.00	(1,310.35)
Vehicle	131.58	1,011.90	13,000.00	(11,988.10)
Audit & Accounting	1,467.96	19,048.53	22,500.00	(3,451.47)
Professional Services	1,944.06	6,013.11	14,250.00	(8,236.89)
Legal	0.00	1,054.20	2,500.00	(1,445.80)
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	3,066.74	2,000.00	1,066.74
Equipment Lease	259.50	1,979.36	2,650.00	(670.64)
Total Expenses	39,941.05	380,363.78	522,713.00	(142,349.22)
Total Revenues Over/(Under)				
Expenditures - Regulatory Management	(39,941.05)	(61,751.17)	(25,000.00)	(36,751.17)
<u>RULE REVISION & PERMIT GUIDANCE - 70-01</u>				
Revenues				
General Property Tax	0.00	5,241.34	10,000.00	(4,758.66)
Total Revenues	0.00	5,241.34	10,000.00	(4,758.66)
Expenses				
Legal	0.00	0.00	4,000.00	(4,000.00)
Engineering	0.00	0.00	16,000.00	(16,000.00)
Total Expenses	0.00	0.00	20,000.00	(20,000.00)
Total Revenues Over/(Under)				
Expenditures - Rule/Permit:	0.00	5,241.34	(10,000.00)	15,241.34

Rice Creek Watershed District
Statement of Revenue and Expenditures - Regulatory Projects - 70
For the One Month and Ten Months Ending October 31, 2023
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	292,919.84	558,864.00	(265,944.16)
Permit Fees	7,500.00	69,163.75	221,136.00	(151,972.25)
Income-Rule C Reviews	0.00	13,449.00	0.00	13,449.00
Miscellaneous Income	0.00	14,101.00	0.00	14,101.00
Total Revenues	7,500.00	389,633.59	780,000.00	(390,366.41)
Expenses				
Contracted Services	7,214.66	28,880.77	0.00	28,880.77
Legal	3,523.86	38,759.74	40,000.00	(1,240.26)
Legal-Audit	0.00	0.00	3,000.00	(3,000.00)
Engineering	58,192.25	423,718.87	800,000.00	(376,281.13)
Engineering-Reporting	0.00	14,207.75	17,000.00	(2,792.25)
Engineering-Audit	0.00	16,772.75	20,000.00	(3,227.25)
Total expenses	68,930.77	522,339.88	880,000.00	(357,660.12)
Total Revenues Over/(Under)				
Expenditures - Permit Review	(61,430.77)	(132,706.29)	(100,000.00)	(32,706.29)
Total Revenue Over/(Under) Expenditur	\$ (101,371.82)	\$ (189,216.12)	(135,000.00)	(54,216.12)

(45,038.05)
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Ten Months Ending October 31, 2023
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	\$ 98,076.55	187,121.00	(89,044.45)
Interest Revenue	0.00	80,757.56	4,092.00	76,665.56
Investment Interest	0.00	2,220.44	0.00	2,220.44
Miscellaneous Income	0.00	12,918.64	0.00	12,918.64
Total Revenues	0.00	193,973.19	191,213.00	2,760.19
Expenses				
Wages	11,998.39	121,565.37	188,700.00	(67,134.63)
Benefits	1,595.28	17,830.31	25,418.00	(7,587.69)
PERA Expense	899.88	9,163.07	14,010.00	(4,846.93)
Payroll Taxes	902.42	9,186.50	14,436.00	(5,249.50)
Office Supplies	36.00	833.70	1,350.00	(516.30)
Field Supplies	0.00	302.51	250.00	52.51
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	0.00	375.00	(375.00)
Rent	1,372.59	14,571.47	16,650.00	(2,078.53)
Telecommunications	726.24	4,214.15	5,625.00	(1,410.85)
Publications	0.00	26.38	150.00	(123.62)
Training & Education	0.00	1,250.95	5,400.00	(4,149.05)
Insurance and Bonds	0.00	5,421.45	5,250.00	171.45
Postage	0.00	0.00	825.00	(825.00)
Legal Notices	0.00	1,356.90	750.00	606.90
Staff Travel	0.00	197.16	825.00	(627.84)
Vehicle	111.64	2,486.41	13,000.00	(10,513.59)
Audit & Accounting	880.77	11,429.12	13,500.00	(2,070.88)
Professional Services	1,346.44	5,506.20	10,550.00	(5,043.80)
Contracted Services	0.00	0.00	1,000.00	(1,000.00)
Legal	0.00	3,385.79	5,000.00	(1,614.21)
Engineering	485.00	5,385.46	7,500.00	(2,114.54)
Equipment	0.00	1,840.03	2,500.00	(659.97)
Equipment Lease	155.70	1,187.64	1,590.00	(402.36)
Total Expenses	20,510.35	217,140.57	334,904.00	(117,763.43)
Total Revenues Over/(Under) Expenditures - Ditch & Creek:	(20,510.35)	(23,167.38)	(143,691.00)	120,523.62
<u>NATURAL WATERWAY MGMT. - 80-01</u>				
Revenues				
General Property Taxes	0.00	2,964.50	5,656.00	(2,691.50)
Total Revenues	0.00	2,964.50	5,656.00	(2,691.50)
Expenses				
Legal	0.00	0.00	1,000.00	(1,000.00)
Construction	0.00	0.00	9,000.00	(9,000.00)
Total expenses	0.00	0.00	10,000.00	(10,000.00)
Total Revenues Over/(Under) Expenditures - Natural Waterway:	0.00	2,964.50	(4,344.00)	7,308.50

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Ten Months Ending October 31, 2023
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	99,318.23	189,490.00	(90,171.77)
Total Revenues	0.00	99,318.23	189,490.00	(90,171.77)
Expenses				
Field Supplies	0.00	14.81	7,000.00	(6,985.19)
Vehicle	0.00	0.00	7,000.00	(7,000.00)
Professional Services	0.00	0.00	1,000.00	(1,000.00)
Contracted Services	20,397.00	64,187.00	240,000.00	(175,813.00)
Legal	284.90	2,250.75	10,000.00	(7,749.25)
Engineering	0.00	1,881.50	20,000.00	(18,118.50)
Construction	618.05	44,797.64	40,000.00	4,797.64
Equipment	0.00	0.00	10,000.00	(10,000.00)
Total expenses	21,299.95	113,131.70	335,000.00	(221,868.30)
Total Revenues Over/(Under)				
Expenditures - Ditches - Maintenance:	(21,299.95)	(13,813.47)	(145,510.00)	131,696.53
<u>REPAIR REPORTS & STUDIES - 80-03</u>				
Revenues				
General Property Tax	0.00	49,214.13	93,896.00	(44,681.87)
Grants	0.00	0.00	30,000.00	(30,000.00)
Total Revenues	0.00	49,214.13	123,896.00	(74,681.87)
Expenses				
Legal Notices	0.00	4,342.49	10,000.00	(5,657.51)
Legal	831.60	15,486.30	40,000.00	(24,513.70)
Engineering	13,568.25	70,624.86	141,000.00	(70,375.14)
Wetland Credits	0.00	0.00	5,000.00	(5,000.00)
Total expenses	14,399.85	90,453.65	196,000.00	(105,546.35)
Total Revenues Over/(Under)				
Expenditures - Repair Reports	(14,399.85)	(41,239.52)	(72,104.00)	30,864.48
<u>ACD 10-22-32 WMD - 80-04</u>				
Revenues				
Special Assessments	0.00	236.89	0.00	236.89
Total Revenues	0.00	236.89	0.00	236.89
Expenses				
Contracted Services	0.00	0.00	28,339.00	(28,339.00)
Total expenses	0.00	0.00	28,339.00	(28,339.00)
Total Revenues Over/(Under)				
Expenditures - ACD 10-22-32	0.00	236.89	(28,339.00)	28,575.89

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Ten Months Ending October 31, 2023
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				
Contracted Services	0.00	0.00	8,456.00	(8,456.00)
Total expenses	0.00	0.00	8,456.00	(8,456.00)
Total Revenues Over/(Under)				
Expenditures - ACD 31:WMD:	0.00	0.00	(8,456.00)	8,456.00
<u>ACD 46 WMD - 80-06</u>				
Revenues				
Special Assessments	0.00	1,218.22	0.00	1,218.22
Total Revenues	0.00	1,218.22	0.00	1,218.22
Expenses				
Contracted Services	0.00	0.00	45,971.00	(45,971.00)
Total expenses	0.00	0.00	45,971.00	(45,971.00)
Total Revenues Over/(Under)				
Expenditures - ACD 46 WMD:	0.00	1,218.22	(45,971.00)	47,189.22
<u>RCD 4 WMD - 80-07</u>				
Revenues				
Special Assessments	0.00	46,450.33	74,647.00	(28,196.67)
ROW Charges	11,971.99	11,971.99	23,944.00	(11,972.01)
Total Revenues	11,971.99	58,422.32	98,591.00	(40,168.68)
Expenses				
Construction	0.00	45,040.94	97,138.00	(52,097.06)
Total expenses	0.00	45,040.94	97,138.00	(52,097.06)
Total Revenues Over/(Under)				
Expenditures - RCD 4 WMD:	11,971.99	13,381.38	1,453.00	11,928.38

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Ten Months Ending October 31, 2023
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	10,376.29	19,797.00	(9,420.71)
Total Revenues	0.00	10,376.29	19,797.00	(9,420.71)
Expenses				
Legal	0.00	0.00	2,500.00	(2,500.00)
Engineering	0.00	0.00	32,500.00	(32,500.00)
Total expenses	0.00	0.00	35,000.00	(35,000.00)
Total Revenues Over/(Under)				
Expenditures - RCD 4 Repair:	0.00	10,376.29	(15,203.00)	25,579.29
<u>MUNICIPAL PDS MAINTENANCE - 80-15</u>				
Revenues				
General Property Tax	0.00	14,823.57	28,282.00	(13,458.43)
Total Revenues	0.00	14,823.57	28,282.00	(13,458.43)
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	14,823.57	(21,718.00)	36,541.57
<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
<u>AWJD 3 REPAIR - 80-21</u>				
Revenues				
General Property Tax	0.00	163,059.78	311,103.00	(148,043.22)
Total Revenues	0.00	163,059.78	311,103.00	(148,043.22)
Expenses				
Legal Notices	0.00	1,580.20	0.00	1,580.20
Legal	308.80	1,253.80	5,000.00	(3,746.20)
Engineering	8,152.75	34,436.25	125,000.00	(90,563.75)
Construction	0.00	0.00	420,000.00	(420,000.00)

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Ten Months Ending October 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
Total expenses	8,461.55	37,270.25	550,000.00	(512,729.75)
Total Revenues Over/(Under) Expenditures - AWJD 3	(8,461.55)	125,789.53	(238,897.00)	364,686.53
<u>ACD 15 & AWJD 4 WMD - 80-22</u>				
Revenues				
General Property Tax	0.00	6,040.13	11,524.00	(5,483.87)
Total Revenues	0.00	6,040.13	11,524.00	(5,483.87)
Expenses				
Professional Services	0.00	3.00	0.00	3.00
Contracted Services	0.00	0.00	20,373.00	(20,373.00)
Total expenses	0.00	3.00	20,373.00	(20,370.00)
Total Revenues Over/(Under) Expenditures - AWCD 15	0.00	6,037.13	(8,849.00)	14,886.13
<u>ACD 15 & AWJD 4 - 80-23</u>				
Revenues				
General Property Taxes	0.00	8,894.04	16,969.00	(8,074.96)
Total Revenues	0.00	8,894.04	16,969.00	(8,074.96)
Expenses				
Contracted Services	0.00	0.00	30,000.00	(30,000.00)
Total expenses	0.00	0.00	30,000.00	(30,000.00)
Total Revenues Over/(Under) Expenditures - ACD 15 & AWJD 4:	0.00	8,894.04	(13,031.00)	21,925.04
<u>ACD 53-62 WMD - 80-24</u>				
Revenues				
Special Assessments	0.00	15,756.49	26,782.00	(11,025.51)
ROW Charges	1,619.96	1,619.96	5,624.00	(4,004.04)
Total Revenues	1,619.96	17,376.45	32,406.00	(15,029.55)
Expenses				
Professional Services	0.00	149.43	0.00	149.43
Legal	0.00	0.00	2,000.00	(2,000.00)
Engineering	1,023.15	30,018.43	32,000.00	(1,981.57)
Construction	0.00	176,840.64	143,000.00	33,840.64
Total expenses	1,023.15	207,008.50	177,000.00	30,008.50

Rice Creek Watershed District
Statement of Revenue and Expenditures - Ditch & Creek Maintenance - 80
For the One Month and Ten Months Ending October 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 WMD:	<u>596.81</u>	<u>(189,632.05)</u>	<u>(144,594.00)</u>	<u>(45,038.05)</u>
<u>ACD 53-62 REPAIR - 80-25</u>				
Revenues				
General Property Taxes	0.00	34,983.86	66,746.00	(31,762.14)
Total Revenues	<u>0.00</u>	<u>34,983.86</u>	<u>66,746.00</u>	<u>(31,762.14)</u>
Expenses				
Legal	0.00	0.00	3,000.00	(3,000.00)
Engineering	682.10	20,012.28	20,000.00	12.28
Construction	75.07	138,706.15	95,000.00	43,706.15
Total expenses	<u>757.17</u>	<u>158,718.43</u>	<u>118,000.00</u>	<u>40,718.43</u>
Total Revenues Over/(Under)				
Expenditures - ACD 53-62 Repair:	<u>(757.17)</u>	<u>(123,734.57)</u>	<u>(51,254.00)</u>	<u>(72,480.57)</u>
Total Revenue Over/(Under) Expenditur	<u>\$ (52,860.07)</u>	<u>\$ (207,865.44)</u>	<u>(940,508.00)</u>	<u>732,642.56</u>

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream - 90
For the One Month and Ten Months Ending October 31, 2023
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	\$ 166,127.54	316,956.00	(150,828.46)
Interest Income	0.00	43,003.59	2,179.00	40,824.59
Investment Income	0.00	1,182.40	0.00	1,182.40
Miscellaneous Income	0.00	1,309.37	0.00	1,309.37
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenues	0.00	211,622.90	319,135.00	(107,512.10)
Expenses				
Wages	13,965.24	136,540.77	198,525.00	(61,984.23)
Interns	0.00	60.00	5,000.00	(4,940.00)
Benefits	1,814.08	14,835.82	25,291.00	(10,455.18)
PERA Expense	1,047.39	10,163.45	14,889.00	(4,725.55)
Payroll Taxes	1,025.97	9,833.32	15,570.00	(5,736.68)
Office Supplies	4.00	327.70	900.00	(572.30)
Field Supplies	0.00	223.12	250.00	(26.88)
Printing	0.00	205.00	250.00	(45.00)
Rent	861.72	9,807.72	11,100.00	(1,292.28)
Telecommunications	437.48	2,558.21	3,750.00	(1,191.79)
Publications	0.00	26.38	100.00	(73.62)
Training & Education	650.00	721.98	3,600.00	(2,878.02)
Insurance and Bonds	0.00	3,614.30	3,500.00	114.30
Postage	0.00	0.00	550.00	(550.00)
Legal Notices	0.00	0.00	250.00	(250.00)
Staff Travel	0.00	41.27	550.00	(508.73)
Vehicle	111.65	1,085.61	13,000.00	(11,914.39)
Audit & Accounting	587.18	7,619.33	9,000.00	(1,380.67)
Professional Services	777.63	2,405.27	6,500.00	(4,094.73)
Legal	0.00	1,468.58	1,000.00	468.58
Engineering	0.00	0.00	2,500.00	(2,500.00)
Equipment	0.00	1,226.70	2,000.00	(773.30)
Equipment Lease	103.80	791.75	1,060.00	(268.25)
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Total Expenses	21,386.14	203,556.28	319,135.00	(115,578.72)
Total Revenues Over/(Under)				
Expenditures - Lake & Stream Mgmt.	(21,386.14)	8,066.62	0.00	8,066.62

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream - 90
For the One Month and Ten Months Ending October 31, 2023
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	131,033.61	250,000.00	(118,966.39)
Total Revenues	0.00	131,033.61	250,000.00	(118,966.39)
Expenses				
Professional Services	0.00	500.00	3,000.00	(2,500.00)
Contracted Services	6,675.00	26,731.75	15,000.00	11,731.75
Legal	25.90	51.80	1,000.00	(948.20)
Engineering	0.00	0.00	1,000.00	(1,000.00)
Construction	10,089.87	39,120.87	260,000.00	(220,879.13)
Total expenses	16,790.77	66,404.42	280,000.00	(213,595.58)
Total Revenues Over/(Under)				
Expenditures - Water Quality:	(16,790.77)	64,629.19	(30,000.00)	94,629.19

SURFACE WATER MONITORING & MGMT. PROGRAM - 90-04

Revenues				
General Property Tax	0.00	110,068.22	210,000.00	(99,931.78)
Miscellaneous Income	0.00	3,350.00	0.00	3,350.00
Total Revenues	0.00	113,418.22	210,000.00	(96,581.78)
Expenses				
Office Supplies	0.00	23.46	100.00	(76.54)
Field Supplies	205.11	1,937.26	2,000.00	(62.74)
Computer Software	0.00	0.00	500.00	(500.00)
Telecommunications	33.02	254.11	500.00	(245.89)
Publications	0.00	140.00	200.00	(60.00)
Training & Education	25.00	65.00	1,000.00	(935.00)
Staff Travel	0.00	0.00	600.00	(600.00)
Vehicle	0.00	0.00	1,500.00	(1,500.00)
Contracted Services	2,163.75	10,485.00	115,000.00	(104,515.00)
Legal	0.00	310.80	500.00	(189.20)
Engineering	0.00	8,452.50	30,000.00	(21,547.50)
Equipment	0.00	5,028.11	15,000.00	(9,971.89)
Equipment-Vehicles	212.93	212.93	0.00	212.93
Repairs & Maintenance	94.34	94.34	500.00	(405.66)
Lab Expense	10,449.70	41,758.61	42,600.00	(841.39)
Total expenses	13,183.85	68,762.12	210,000.00	(141,237.88)
Total Revenues Over/(Under)				
Expenditures - Surface Water:	(13,183.85)	44,656.10	0.00	44,656.10

Rice Creek Watershed District
Statement of Revenue and Expenditures - Lake & Stream - 90
For the One Month and Ten Months Ending October 31, 2023
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	94,344.19	180,000.00	(85,655.81)
Grants	0.00	0.00	25,000.00	(25,000.00)
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Total Revenues	0.00	94,344.19	205,000.00	(110,655.81)
Expenses				
Telecommunications	14.21	218.42	200.00	18.42
Training & Education	0.00	472.98	0.00	472.98
Staff Travel	0.00	0.00	100.00	(100.00)
Professional Services	0.00	95,401.67	150,000.00	(54,598.33)
Contracted Services	0.00	0.00	10,000.00	(10,000.00)
Legal	0.00	1,010.10	1,500.00	(489.90)
Engineering	2,783.00	5,632.36	10,000.00	(4,367.64)
Construction	0.00	49,412.00	51,200.00	(1,788.00)
Equipment	0.00	0.00	2,000.00	(2,000.00)
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Total expenses	2,797.21	152,147.53	225,000.00	(72,852.47)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	(2,797.21)	(57,803.34)	(20,000.00)	(37,803.34)
	<hr/>	<hr/>	<hr/>	<hr/>
<u>CURLY LEAF PONDWEED MGMT. - 90-27</u>				
Revenues				
General Property Tax	0.00	26,206.73	50,000.00	(23,793.27)
Grants	0.00	15,238.47	0.00	15,238.47
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Total Revenues	0.00	41,445.20	50,000.00	(8,554.80)
Expenses				
Contracted Services	0.00	26,433.59	50,000.00	(23,566.41)
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenses	0.00	26,433.59	50,000.00	(23,566.41)
Total Revenues Over/(Under)				
Expenditures - Common Carp:	0.00	15,011.61	0.00	15,011.61
	<hr/>	<hr/>	<hr/>	<hr/>
Total Revenue Over/(Under) Expenditur	\$ (54,157.97)	\$ 74,560.18	(50,000.00)	124,560.18
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Ten Months Ending October 31, 2023
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	\$ 139,575.43	266,297.00	(126,721.57)
Interest Revenue	0.00	28,123.11	1,426.00	26,697.11
Investment Interest	0.00	773.23	0.00	773.23
Total Revenues	0.00	168,471.77	267,723.00	(99,251.23)
Expenses				
Wages	9,879.51	90,743.16	168,178.00	(77,434.84)
Interns	0.00	60.00	5,000.00	(4,940.00)
Benefits	1,322.16	10,462.78	23,836.00	(13,373.22)
PERA Expense	741.00	6,750.84	12,504.00	(5,753.16)
Payroll Taxes	748.54	6,653.35	13,248.00	(6,594.65)
Office Supplies	1.99	150.82	450.00	(299.18)
Field Supplies	0.00	247.19	250.00	(2.81)
Meeting Supplies	0.00	0.00	250.00	(250.00)
Printing	0.00	55.00	125.00	(70.00)
Rent	430.87	4,633.73	5,550.00	(916.27)
Telecommunications	218.77	1,291.18	1,875.00	(583.82)
Publications	0.00	26.37	50.00	(23.63)
Training & Education	0.00	827.32	1,800.00	(972.68)
Insurance & Bonds	0.00	1,807.15	1,750.00	57.15
Postage	0.00	0.00	275.00	(275.00)
Staff Travel	0.00	0.00	275.00	(275.00)
Vehicle Expense	111.65	921.15	13,000.00	(12,078.85)
Audit & Accounting	293.60	3,809.70	4,500.00	(690.30)
Professional Services	388.80	1,202.53	4,250.00	(3,047.47)
Legal	0.00	5,286.03	1,000.00	4,286.03
Engineering	0.00	977.25	1,000.00	(22.75)
Equipment	0.00	613.35	500.00	113.35
Equipment Lease	51.91	395.78	530.00	(134.22)
Total Expenses	14,188.80	136,914.68	260,196.00	(123,281.32)
Total Revenues Over/(Under)				
Expenditures - District Facilities:	(14,188.80)	31,557.09	7,527.00	24,030.09
 <u>LONG LAKE SEDIMENT BASIN MAINT. - 95-01</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 - Long Lake:	0.00	0.00	0.00	0.00

Rice Creek Watershed District
Statement of Revenue and Expenditures - District Facilities - 95
For the One Month and Ten Months Ending October 31, 2023
No Assurance Is Provided On These Financial Statements

	Current Month	Year to Date	Annual Budget	Over/(Under) Budget
<u>LOCK LAKE SEDIMENT BASIN MAINT. - 95-02</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 - Long Lake:	0.00	0.00	0.00	0.00
<u>DISTRICT FACILITIES REPAIR - 95-03</u>				
Revenues				
General Property Tax	0.00	83,603.12	159,507.00	(75,903.88)
Total Revenues	0.00	83,603.12	159,507.00	(75,903.88)
Expenses				
Legal	0.00	414.40	5,000.00	(4,585.60)
Engineering	0.00	0.00	35,000.00	(35,000.00)
Construction	0.00	0.00	115,000.00	(115,000.00)
Total expenses	0.00	414.40	155,000.00	(154,585.60)
Total Revenues Over/(Under)				
Expenditures - District Facilities Repair	0.00	83,188.72	4,507.00	78,681.72
<u>INSPECTION OPERATION & MAINTENANCE - 95-04</u>				
Revenues				
General Property Tax	0.00	147,788.61	281,966.00	(134,177.39)
Grans-Income	0.00	0.00	20,000.00	(20,000.00)
Total Revenues	0.00	147,788.61	301,966.00	(154,177.39)
Expenses				
Field Supplies	0.00	300.63	5,000.00	(4,699.37)
Telecommunications	350.36	1,116.51	0.00	1,116.51
Contracted Services	0.00	21,460.00	75,000.00	(53,540.00)
Legal	233.91	233.91	2,000.00	(1,766.09)
Engineering	0.00	12,087.89	45,000.00	(32,912.11)
Construction	142.52	1,147.67	164,000.00	(162,852.33)
Equipment	0.00	835.00	3,000.00	(2,165.00)
Total expenses	726.79	37,181.61	294,000.00	(256,818.39)
Total Revenues Over/(Under)				
Expenditures - Wall Wetland Restoration	(726.79)	110,607.00	7,966.00	102,641.00
Total Revenue Over/(Under) Expenditur	\$ (14,915.59)	\$ 225,352.81	20,000.00	205,352.81

ITEMS FOR DISCUSSION AND INFORMATION

1. Staff Reports

MEMORANDUM
Rice Creek Watershed District



Date: October 18th, 2023
To: RCWD Board of Managers
From: Will Roach, Watershed Technician/ Inspector
Subject: Staff Report : September 21st- October 18th, 2023

Introduction

- Conducted site inspections at several active project sites in Forest Lake
- Presented 2024 SMG materials and HEI task order to Board of Managers and received approval to begin solicitation for applications.
- Attended the Washington County Ground Water meeting.
- Sent out email to partners for soliciting applications for the 2024 SMG program.
- Provided updates for the monthly Forest Lake Engineering meeting.
- Engaged in discussions with Bolton & Menk regarding an upcoming application for the 2024 SMG program and held a virtual meeting with project representative and HEI to discuss project and application materials.
- Reviewed the Washington County 2024-2028 CIP plan and in process of coordinating with other District staff to discuss and provide comments.
- Attended MnDOT resiliency open house meeting at the Ramsey County Library and discuss a point of contact for the RCD 2, 3, 5 project.

MEMORANDUM

Rice Creek Watershed District



Date: October 18, 2023
To: RCWD Board of Managers
From: Abel Green, Technical Field Assistant
Subject: Staff Report

- Working with other district staff to get a repair project executed for the lower rice creek where there is stream bank erosion
- Working onsite active projects to speak with interested landowners and passersby and to answer any questions
- Completed work with contractor to deliver and replace failing drain tile and properly marking tile lines to avoid equipment crushing them
- Continuing to inspect ditches that were reported by the public to be flooded or unfunctional, ensuring the system is still functioning as intended and there are no obstructions impeding flow; staying in contact with these citizens to explain the purpose and function of our facilities and ditches
- Maintain proper signage around facilities that instruct and inform citizens about our facilities that are operating, also, install any no trespassing signs requested by cities and landowners
- Continue to meet with concerned citizens to discuss proposed plans and contracts to give them more information about the process and what will actually happen and how it can potentially impact their land with updated timelines
- Found an issue with the Hansen Iron Enhanced Sand facility where mud and muck was pump and distributed to sand beds, working to mitigate any future operation
- Troubleshooting the issue at Oasis Iron Enhance Sand facility
- General maintenance and grounds upkeep of district facilities including weed/tree removal, dewatering, and improving overall function and visibility
- Work with city partners to build and grow closer working relationships and communications

MEMORANDUM

Rice Creek Watershed District



Date: October 17, 2023
To: RCWD Board of Managers
From: Ali Chalberg, Watershed Technician & Inspector
Subject: Staff Report 9/20/2023 – 10/17/2023

Highlights from Preceding Month

Overview:

This month I've been very busy along with Matt and Catherine wrapping up the lake monitoring program for the season. This includes going out twice a week to collect water quality data (boat and canoe). Inspections are as busy as always with many projects trying to wrap up. Many as-built surveys as well as many onsite meetings with contractors.

Inspections

- ❖ 28 Site inspections
- ❖ Attended onsite meetings with Contractors
- ❖ Review and work with HEI to approve as-built surveys

Lakes/Streams

- ❖ Sampling equipment maintenance
- ❖ Lake Sampling
 - Boat
 - Canoe
- ❖ Submit samples to lab for analysis
- ❖ Temperature loggers set up
- ❖ Water quality data entry

Meetings

- ❖ Permitted Project meetings
- ❖ Inspection team meetings
- ❖ Staff meetings

MEMORANDUM

Rice Creek Watershed District



Date: October 16, 2023
To: RCWD Board of Managers
From: Matt Kocian, Lake and Stream Program Manager
Subject: Staff Report 9/19 – 10/16/2023

Highlights for Preceding Month

Bold items required significant time & attention

- Monitoring
 - Data entry, analysis, and reporting
 - **Lake monitoring – water quality and plant surveys**

- Long Lake Carp Management
 - Summer/fall season surveys – review and approve consultant and equipment invoices
 - Re-install and launch PIT antennas (with help from Abel)

- **Potential Centerville Lake Alum project**
 - **project development**
 - **Final notice for minor plan amendment to metro reviews**

- Kyle transitional items
 - Clear Lake / WCD retrofit project – meet with Forest Lake / Bolton and Menk
 - Centerville SWA with ACD - finalize

- Lower Rice Creek Stabilization repair (site 12a)
 - Coordinate site access and logistics

- Clean Water Council Tour presentation at Long Lake Regional Park

- RCWD Projects index and clean-up project (w/ Abby Tekiela)

- Attend Minnesota Aquatic Invasive Species Research Center (U of MN) annual conference

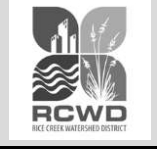
- Public Meeting, Mahtomedi Library, White Bear Lake (see follow-up newspaper article in White Bear Press, “White Bear Lake makes A grade for quality”)

- Lower Rice Creek site visit, U of MN class field trip

- City County Partner Meeting, RCWD staff planning meeting

- Vacation: Oct 2-12

MEMORANDUM
Rice Creek Watershed District



Date: October 18, 2023
To: RCWD Board of Managers
From: Molly Nelson, Watershed Technician/ Water Resources
Subject: Specialist Staff Report 9/20/23 - 10/18/23

Introduction

The highlights of my work from September 20th to October 18th are as follows:
(Note that these are highlights and not the full extent of all work that I have done)

RCWD Cost-Share & Citizen Advisory Committee

- Continued efforts with assisting at the monthly CAC (Citizen Advisory Committee) meeting for minutes and other coordination.
- Completed the document drafting for all 2024 program documents for the residential grant programs.
- Presented on the 2024 Water Quality Grant Program Documents for release to the CAC and the Board.
- Closed and conducted reimbursement process for Water Quality Grant R23-01
- Closed and conducted reimbursement process for mini grants MW23-03.
- Attending preliminary site visits with WCD for potential Water Quality Grant applicants.
- Conducted meetings with SWCD partners to get insight for 2024 programing
- Continued efforts coordinating and planning for a 2024 road-reconstruction collaboration with the City of Fridley to install curb-cuts coinciding with the project.
- Presented on the contract amendment work for W20-02 Miron waste storage facility WCD at the 9/27 Board meeting.
- Met with a landowner on Rice Creek to discuss the history of the District and assess any assistance to landowners in the area to help with eroding shorelines.
- Met with CAC members to begin planning for a Dashboard to supplement the cost-benefit. initiative for the Water Quality Grant Program.
- Wrote updated fall newsletter articles for the residential grant programs.
- Entered information into MS4Front database for 2023 Water Quality Grants.

Communications and Outreach

- Continued work with Kendra Sommerfeld on Outreach Programs and communications with the Public.
- Actively working on organizing the database for all materials and historical work when time permits.
- Taught 75 elementary schoolers in Fridley at Moore Lake Park about the importance of rain gardens.
- Attended and presented information about the RCWD at the Blaine Wetland Sanctuary tour
- Created a teaching activity to go with the roots display when presenting compared to hosting a booth at an event.
- Provided feedback for website work.

MEMORANDUM
Rice Creek Watershed District



Date: October 18, 2023
To: RCWD Board of Managers
From: Nick Tomczik, Administrator
Subject: Staff Report – October 2023

Highlights for Preceding Month

- ✓ Administrative
 - Street Sweeping – MPCA
 - Administrative E-signature Policy
 - Quarterly Treasurer’s Meeting
 - Washington County Groundwater Plan TAC Meeting Discussion
 - Employee Reviews 6 - Month
 - Minnesota Water Resources Conference
 - Metro MnWD Meeting
 - CAC Meeting
 - Staff Engagement Organizational Chart Implementation
 - Staff Meeting
 - Accounts Payable Review
 - Personnel Leave Requests
 - Board Meetings & Staff Meetings
 - MAWD Resolutions Committee Materials
 - LMC Insurance Review
 - Gallagher Salary Study Meeting
- ✓ Communication & Outreach
 - Washington County Presentation
 - Planning City County Partner Meeting
 - WCD Engagement
 - Website Comments
 - Blue Thumb Trademark Transfer
- ✓ Information Management
 - MS4 Front Supplements
- ✓ Restoration Projects
 - South Hansen Park Meeting
 - MnDOT Resiliency Engagement
 - Forest Lake road Projects – Eureka and 11th Ave
 - SW Management Grant Release
- ✓ Regulatory
 - RCWD - Regulatory Program Review
 - Permit closures
 - 426 Pine Street Discussion
 - Unresolved/Historic Permit Project
 - Metro Shooting Settlement Communication
 - Regulatory / PDS Coordination
 - Inspection Team Meeting
- ✓ Ditch & Creek Maintenance
 - LRC Bank Erosion Landowner Meeting
 - Biweekly Program Discussions with Consultants
 - ACD 10-22-32 Alternative #4 Assessment - MnDNR
 - ACD 53-62 Repair Discussions
- ✓ Lake & Stream Management
 - WQ Grant Discussions
- ✓ District Facilities
 - PLOP MOA Engagement
 - Facility operations, Implementation Discussions

MEMORANDUM
Rice Creek Watershed District

Date: October 16th, 2023
To: RCWD Board of Managers
From: Patrick Hughes, Permit Coordinator/Wetland Specialist
Subject: Staff Report for 09/20/23 to 10/16/23

Summary

- Created new permit and review files for the online database
- Sent notice of boundary and type application – 23-179R
- Sent notices of replacement plan applications – 23-061, 23-063
- Sent notice of determination request (LGRWRP) – 23-066
- Sent notice of no-loss decision – 23-043
- Sent determination notice for successful replacement – 15-019
- Assisted in the drafting of engineer’s reports – 23-043, 23-061
- Reviewed permit application – 23-061
- Issued permits – 23-043
- Assisted with and coordinated issuance of WCA Restoration Order – 23-196R
- Attended the 10/11/2023 Board Meeting
- Hosted Anoka TEP meeting (successful replacement, compliance discussions)
- Continued MS4Front discussions for unresolved permit program
- Held pre-application meeting for 2235 Arthur Court
- Attended PMT #1 for CSAH 6 and CSAH 35 intersection
- Met internally to discuss next steps regarding 426 Pine Street
- Attended City-County Partner Planning meeting
- Attended Lexington Woods Infiltration Alternative meeting
- Attended MAWA Fall Meeting on behalf of Administrator
- Attended MAWA/MACDE Joint Meeting on behalf of Administrator
- Shared permit and application updated for City of Forest Lake monthly staff meeting
- Met with 18833 Everton Ave N landowner to review wetland restoration progress
- Hosted meeting to discuss potential for wetland bank in Columbus
- Attended WCA violation site visit to 11835 Isleton Ave N in Grant
- Sent additional compliance letter to 426 Pine Street on 10/03/2023
- Attended October City of Forest Lake monthly meeting
- Attended CSAH 33 Final Design PMT meeting
- Gave Regulatory Program Review presentation at 10/09/2023 Board Workshop
- Created multiple MS4Front advanced searches for permit administration tracking
- Attended City of Hugo WCA TEP meeting site reviews
- Attended City of Mounds View WCA TEP site review
- Attended Glacial Hills Regional Trail Long Range Plan TAC #2

MEMORANDUM
Rice Creek Watershed District



Date: October 18, 2023
To: RCWD Board of Managers
From: Ashlee Ricci, Public Drainage Inspector
Subject: Staff Report (09/20/2023 – 10/18/2023)

Highlights from Preceding Month

- Attended regular staff meetings, and Board meeting
- Responded to citizen inquiries regarding drainage concerns
- Coordinated IT correspondence
- Attended drainage Team biweekly meetings
- Managed contracted services agreement workplans
- Continued work plan development for District Facilities and Public Drainage Systems
- Reviewed invoices for approval and coordinated payments with Office Manager
- Continue coordination with Program Support Specialist of device procurement
- Directed work tasks for Field Technical Assistant
- Coordinate with City staff for ACD 53-62 Main Trunk repair
- Continued additional job duties to cover Project Manager's position
- Managed and reviewed budgets for IT and public drainage and facilities
- Continue transition to new IT liaison and additional staff
- Reviewed and coordinated Birchwood Village MOA
- Coordinated repair of JD 5 tile in Forest Lake
- Troubleshoot issues at all IESF facilities
- Uninstall equipment at Bald Eagle and Hansen Park IESF's
- Inspected facilities, including vegetation management at BEL and Hansen Park IESF's
- Met with individual landowners to discuss: drainage concerns on JD 3 and RCD 4
- Coordinated and facilitated RCD 4 landowner information meeting
- Attend and present to Drainage Work Group meeting
- Manage JD 3 Branches 1, 2, 4 repair: landowner coordination, inspections, site visits

MEMORANDUM
Rice Creek Watershed District



Date: October 18, 2023
To: RCWD Board of Managers
From: Tom Schmidt, Public Drainage Inspector
Subject: Staff Report October 2023

Highlights for this month

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

Continued working with the District engineer to evaluate the feasibility of implementing the board-selected ACD10-22-32 maintenance alternative.

Continued exploring avenues to sell the district's MOBI Trac (in process).

Contracted with Dunaway Construction for installing side inlet pipes and leveling spoil banks on ACD31 (complete).

Contracted with Scandia Trucking and excavating for the downstream section of the W JD5 tile maintenance project, including the construction and installation of the outlet headwall/bulkhead.(complete).

Continued planning and scheduling contractors for the completion of late-construction season maintenance projects. Including:

1. Repair of a ditch bank failure on ACD46 in Columbus.
2. Installation of previously purchased Culvert on the Hardwood Creek/WJD2TMDL implementation project (REHBEIN farms) Conservation easement. Which also provides maintenance access to WJD2.
3. Completion of WJD #2 well abandonment/sealing (in process).



MEMORANDUM
Rice Creek Watershed District

Date: October 16th, 2023
To: RCWD Board of Managers
From: Kendra Sommerfeld, Communications/Outreach Coordinator
Subject: Staff Report 9/20/2023-10/16/2023

Partnerships/Collaborations

- Attended New Brighton Farmers Market for outreach and grant program promotion
- Supporting EMRWP/WCD HOA outreach initiative
- Partnership with White Bear Art Center- education programming planning
- Partnership with Growing Green Hearts- school programming planning
- Planning fall 2023 city/County Partner Meeting
- Submitted materials for annual Washington County Budget review presentation
- Attending Blue Thumb steering committee meetings

RCWD Website

- Reviews and edits in progress
- CAC and Board overviews completed
- Final edits and quality testing completed
- Staff training in progress for website operations
- Launch schedule for week of Oct 16th 2023

Project Outreach

- Johanna Creek Carp barrier sign installed

Newsletters/Articles

- Multiple city newsletter submissions
- Website articles written and published
- Various newspaper articles about White Bear Lake and Centerville Lake published

Presentations

- Water Resources Conference- RCWD Climate Resiliency Project
- MN Watersheds Conference- RCWD Climate Resiliency Project

MEMORANDUM
Rice Creek Watershed District



Date: 10/16/23
To: RCWD Board of Managers
From: Catherine Nester, District Technician/Inspector
Subject: Staff Report 9/19/23 – 10/15/23

Highlights from Preceding Month

- Conducted routine monitoring, maintenance, and equipment troubleshooting at various stream/ditch/project sites throughout the District.
- Collected a stream discharge measurement in Rice Creek in Fridley on September 21.
- Conducted routine monitoring at various lake sites throughout the District.
- Entered monitoring data into the District’s database.
- Prepared for an upcoming meeting with company representatives about transitioning to a new monitoring data management platform.
- Maintained and calibrated lake and stream monitoring equipment.
- Inventoried and restocked lake and stream monitoring supplies and coordinated with volunteers regarding end-of-season sampling.
- Continued researching rating curve theory/development.
- Responded to various citizen inquiries.
- Coordinated with staff regarding the Stormwater Management Grant program.
- Conducted district vehicle maintenance work.

MEMORANDUM
Rice Creek Watershed District



Date: October 16th, 2023
To: RCWD Board of Managers
From: Anna Grace, Regulatory Technician
Subject: Staff Report 9/20/23 – 10/16/23

- Created new permit files for online database and Laserfiche.
- Created new review files for online database and Laserfiche.
- Reviewed new permit applications and Initial Completeness Review Checklists were completed.
- Sent incomplete notice emails and continued working with applicants in tandem with RCWD staff and HEI consultants to receive all the required application materials.
- Continued coordinating with RCWD staff and inspectors with violations.
- Sent four permit applications to HEI for review.
- Sent four permit applications to RCWD for review.
- Sent one violation permit application to RCWD for review.
- Received five new review file inquiries for permit/past file/landowner/consultant/violation/City.
- Phone and email correspondence.
- Attended 11 scheduled meetings.
 - Scheduled and attended pre-application meeting with White Bear Township, RCWD, and HEI for potential future road and pond maintenance project.
 - Attended permit amendment meeting for infiltration alternative discussion with project's consultants, City of Blaine, RCWD, and HEI.



MEMORANDUM

Rice Creek Watershed District

Date: September 19, 2023
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: Staff Report 9/20/2023 to 10/16/2023

- 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.
- Provide bi-monthly payroll template to Redpath, updated information as needed.
- Gathered and reviewed employee timesheets for administrator's final review.
- Track accounts receivable and deposit checks as needed.
- Review and track monthly financial reports.
- Tracking grant expenses for FY2023 WBIF Grant.
- Tracking HEI project task orders.
- Sending reminders and tracking payments for ACD 53-62 MT ROW payments
- Created City of Circle Pines invoice for the ACD 53-62 MT stormsewer work
- Handled HR/Benefit issues.
- Provide minute templates to TimeSavers for meetings. Reviewed and edited regular Board minutes.
- Provided workshop minutes.
- Monitor District financial accounts and investments, US Bank and 4M.
- Continued working with US Bank to setup ACH positive pay
- Provide requested information to Board members and Administrator as needed.
- Assisted Board and Staff as needed.
- Provide information, assembled and distributed board packets for regular meetings and workshops, post regular meeting agenda packet on website, provided notice to web server.
- Attended board meetings, board workshops and staff meetings.
- Placed orders for supplies as needed.
- Maintain Laserfiche filing system and scanned documents District receives into Laserfiche.
- Meet and obtain quotes from two vendors for historical permit scanning project
- Updated renewal information for Property and Liability coverage with LMC. Nick and I met with Collin of North Risk Partners to review.
- Continue working on claims with the LMC for two vehicles
- Organize information and upload items via sharepoint for Gallagher Salary Study
- Complete Further HSA Plan Design Guide form
- Prepare 2024 Board calendar
- Report unclaimed property for 2023 to the State of MN

MEMORANDUM
Rice Creek Watershed District



Date: 10/18/2023
To: RCWD Board of Managers
From: Abby Tekiela, Program Support Technician
Subject: Staff Report 09/21/2023 to 10/18/2023

- Continue to develop Historic Permitting/Surety Summary Report
- Organized electronic permit files in LaserFiche
- Coordinated with permit holders about their surety
- Held and lead three MS4Front + Inspections team meetings
- Coordinated with Verizon and Dell representatives
- Ordered four new staff cell phones
- Activated new staff cell phones
- Provided technical support to staff facing technology issues in District conference room
- Attended Inspection Team meeting
- Attended the Blaine Wetland Sanctuary Walking Tour hosted by RCWD
- Took on CAC packet assembly responsibilities
- Organized the 10/04 CAC Packet
- Attended the 2023 MN Water Resources Conference

MEMORANDUM
Rice Creek Watershed District



Date: October 18, 2023
To: RCWD Board of Managers
From: Terrence Chastan-Davis, District Inspector/Technician
Subject: Staff Report (September 21-October 18, 2023)

Highlights from Preceding Month

- ✓ Completed 20 inspections of projects and reviewed files to confirm rule compliance.
 - Met with 4 site supervisors to discuss corrective actions on site.
 - Sent out inspection reports with specified corrective actions and requested updates when corrective actions were complete.
- ✓ Attended and participated in an onsite visit with agency partners to review violation restoration.
- ✓ Organized and participated in the inspector team meeting to discuss program efficiencies and projects with inspection and review staff.
- ✓ Attended and participated in work sessions to enhance MS4Front and review unresolved permits.
- ✓ Assisted Ramsey County SWCD and Washington Conservation District contracted inspectors with specific permit inquiries and non-compliant sites.
- ✓ Reviewed several permit closure memos provided by contracted inspectors and internal staff.
- ✓ Coordinated a multi-agency site visit with landowners to review construction mitigation efforts.
- ✓ Reviewed and coordinated the review of 4 as-built surveys for compliance with the approved plans.
- ✓ Reviewed the Ramsey County SWCD Q3 invoice for inspection services.
- ✓ Compiled inspection hours/records for Centerville Inspections and drafted the Q3 summaries.
- ✓ Recommended 9 permits for closure and/or surety returns/partial returns.
- ✓ Recommended permit extension for a site that has remaining work.
- ✓ Assisted in responding to questions and concerns from the public, applicants, contractors, and contracted inspectors.

MEMORANDUM

Rice Creek Watershed District



Date: October 18th, 2023
To: RCWD Board of Managers
From: Kelsey White, Permit Review Technician
Subject: Staff Report 9/20/2023 – 10/17/2023

Reviews

- Conducted completeness review for 8 wetland boundary/type applications.
- Drafted and sent 10 WCA Wetland Boundary/Type NOAs.
- Drafted and sent one WCA No Loss NOD.
- Completed staff review for 5 permit applications.
- Provided comments on permit application 22-089.
- Created 9 review files.
- Coordinated with applicants on submittal and review of CAPROC items for 12 permit applications.

Communications

- Sent 9 administrative action notices to the Board.
- Sent notice of permit issuance for 7 permit applications and one amended permit.
- Sent 7 CAPROC notices and one amended CAPROC notice.
- Sent 2 CAPROC expiration notices.

Meetings

- Coordinated and attended 7 WCA TEP meetings.
- Attended 3 pre-application meetings.
- Attended September 27th Board Meeting.
- Participated in weekly permit coordination meetings and monthly permit triage.
- Attended monthly inspection team meeting.

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. November/December Calendar



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				

NOVEMBER						
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		

MEMORANDUM

Rice Creek Watershed District

Date: October 19, 2023
To: RCWD Board of Managers
From: Theresa Stasica, Office Manager
Subject: November/December Calendar

Wednesday, November 1, 5:30 p.m. Citizen Advisory Committee Meeting,
 Board Liaison Manager Mike Bradley
 RCWD District Conference Room and remotely*

Monday, November 6, 9 a.m. Board Workshop
 RCWD District Conference Room and remotely*

Wednesday, November 8, 9 a.m. Regular Board of Managers Meeting
 at Shoreview City Hall Council Chambers and remotely*

Wednesday, November 8, 1-3 p.m. RCWD City/County Partner Meeting,
 New Brighton Community Center, Room 224
 400 10th Street NW, New Brighton, MN 55112

Wednesday, November 9 Deadline for submission of per diem claims

Friday, November 10 Veteran’s Day, Office Closed

Wednesday, November 22, 9 a.m. **NO Regular Board of Managers Meeting**

Thursday-Friday, November 24-25 Thanksgiving Holiday, Office Closed

Tuesday-Friday, November 28-December 1, MN Watersheds Pre-Conference Workshops & Annual Conference
 Arrowwood Conference Center, Alexandria, MN

Wednesday, December 6, 5:30 p.m. Citizen Advisory Committee Meeting,
 Board Liaison Manager Weinandt, RCWD District Conference Rm & remotely*

Monday, December 11, 9 a.m. Board Workshop
 RCWD District Conference Room and remotely*

Wednesday, December 13, 6:30 p.m. Regular Board of Managers Meeting and TNT public meeting
 at **Shoreview City Hall Council Chambers** and remotely*



NOVEMBER						
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		

DECEMBER						
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						

Wednesday, December 14 Deadline for submission of per diem claims

Friday & Monday, December 22 & 25 Christmas Holiday-Office Closed

Wednesday, December 27, 9 a.m. **NO Regular Board of Managers Meeting**

Monday, January 1, 2024 New Year’s Holiday-Office Closed

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