



RAMSEY-WASHINGTON
METRO WATERSHED DISTRICT

August 2021 Board Packet

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Agenda

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Regular Board Meeting Agenda

Wednesday, August 4, 2021

6:30 PM

NEW: This month's meeting will be held at the District office (2665 Noel Drive, Little Canada, MN) but also via the video conferencing platform Zoom. Board members, staff, consultants, and general public will be able to join in person OR via video and/or phone. In order to continue to be sensitive to the COVID-19 pandemic, we may need to limit the number of public in the board room. The public will be able to listen to meeting but not participate with the exception of the visitor comments portion of the agenda. Instructions for joining in on the Zoom meeting can be found after the agenda.

1. Call to Order – 6:30 PM
2. **Approval of Agenda (pg. 3)**
3. **Consent Agenda: To all be approved with one motion unless removed from consent agenda for discussion.**
 - A. Approval of Regular Meeting Minutes July 7, 2021 (pg. 7)
 - B. Treasurer's Report and Bill List (pg. 16)
 - C. Permit Program
 - i. 21-21 3M B227 Ramp Demolition, Maplewood (pg. 30)
 - ii. 21-22 748 Bielenberg Medical Office Building, Woodbury (pg. 34)
 - iii. 21-23 Cornerstone Village, Oakdale (pg. 38)
 - D. North St. Paul Target Store Retrofit – Change Order No. 2 (pg. 42)
4. Visitor Comments (limited to 4 minutes each)
5. Permit Program
 - A. Applications – see consent agenda
 - B. Residential Shoreline Permit Pilot Program (pg. 47)
 - C. Enforcement Action Report (pg. 49)
6. Stewardship Grant Program
 - A. Applications
 - i. 21-26 CS Westwood Village I, habitat restoration (pg. 52)
 - B. Budget Status Update (pg. 54)
7. Presentations and/or Action Items
 - A. Keller Channel Weir & Phalen Outlet Modifications – Change Order No. 5 (pg.56)

- B. 2022 Budget Planning Discussion (*pg. 71*)
- 8. Board Issues, Policies and Operation (for discussion at meeting)
 - A. Maintenance Standards
- 9. Administrator's Report (*pg. 99*)
 - A. Meetings Attended
 - B. Upcoming Meetings and Dates
 - C. Ongoing Project/Program Updates
 - D. Staff Changes due to Retirement
- 10. Attorney Report
- 11. Project and Program Status Reports (*pg. 102*)
 - A. Ongoing Project and Program Updates
 - i. Interim Emergency Response Planning
 - ii. Kohlman Creek Flood Risk Reduction Feasibility Study
 - iii. Ames Lake Area Flood Risk Reduction Feasibility Study
 - iv. Grass Lake Berm Wetland Mitigation
 - v. Special Project BMP Monitoring
 - vi. Kohlman Permeable Weir Test System
 - vii. Shallow Lake Aeration Study
 - viii. 2021 Tanners Lake Alum Facility Monitoring
 - ix. Target Store Stormwater Retrofit Projects
 - x. Targeted Retrofit Projects
 - xi. Keller Channel Weir and Phalen Outlet Resiliency Modifications
 - xii. Ryan Drive and Keller Parkway Conveyance Project
 - xiii. Beltline/Battle Creek Tunnel Five-Year Inspection
 - xiv. CIP Maintenance and Repair Project 2021
 - xv. New Technology Review: Education Programs Across the Country
 - xvi. Natural Resources Program Update
 - xvii. Education Program Update
 - xviii. Communications Program Update
- 12. Manager Comments and Next Month's Meeting
- 13. **Adjourn**



RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

NOTICE OF BOARD MEETING

Wednesday, August 4, 2021

6:30 PM

Via Web Conference and In Lieu of an In-Person Meeting

NEW: This month's meeting will be held at the District office (2665 Noel Drive, Little Canada, MN) AND via the video conferencing platform Zoom. Board members, staff, consultants, and general public will be able to join in person OR via Zoom. In order to continue to be sensitive to the COVID-19 pandemic, we may need to limit the number of public in the board room area. Masks are required for unvaccinated individuals on District property. The public will be able to listen to meeting but not participate with the exception of the visitor comments portion of the agenda. Visitor comment may be given in person or via Zoom. Instructions for joining in on the Zoom meeting can be found below.

To access the meeting via webcast, please use this link: <https://us02web.zoom.us/j/82863654041?pwd=Uld1SUJkM2FhNXkxMmFNRIRhN3NOUT09>

The meeting room will open at 6:20 pm with the meeting starting at 6:30 pm. To connect to audio you may choose to use your computer audio options or you may use your mobile device to call. The phone access number is **(312) 626-6799**. The Meeting ID is **828 6365 4041**. The meeting password is **823004**. If you have any questions, please contact Tina Carstens at tina.carstens@rwmwd.org.

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Consent Agenda

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**Ramsey-Washington Metro Watershed District
Minutes of Regular Board Meeting
July 7, 2021**

The Regular Meeting of July 7, 2021, was held via Zoom web conferencing. A video recording of the meeting can be found at <https://youtu.be/eCJBbBrqSM>. Video time stamps included after each agenda item in minutes.

PRESENT:

Larry Swope, President
Cliff Aichinger, Vice President
Dianne Ward, Treasurer
Dr. Pam Skinner, Secretary
Val Eisele, Manager

ABSENT:

ALSO PRESENT:

Tina Carstens, District Administrator
Laurann Kirschner, Attorney for District
Nicole Soderholm, Permit Inspector
Dave Vlasin, Project Coordinator

Paige Ahlborg, Project Manager
Erin Anderson Wenz, Barr Engineering
Bill Bartodziej, Natural Resource Specialist

1. CALL TO ORDER

The meeting was called to order by President Swope at 6:30 p.m.

2. APPROVAL OF AGENDA

Motion: Manager Eisele moved, Manager Aichinger seconded, to approve the agenda as presented.

A roll call vote was performed:

Manager Aichinger	aye
Manager Ward	aye
Manager Skinner	aye
Manager Eisele	aye
President Swope	aye

Motion carried unanimously.

3. CONSENT AGENDA

A. Approval of Minutes from June 2, 2021

B. Treasurer's Report and Bill List

C. Permit Program

i. 21-19 - KMSP Tower Guy Anchor, Shoreview

D. Stewardship Grant Program

i. 20-35 CS – Union Cemetery, budget adjustment request

ii. 21-21 CS – Castellanos, rain garden and native habitat restoration

iii. 21-22 CS – Wang, rain garden

iv. 21-23 CS – 2021 Lake Phalen Aquatic Vegetation Harvesting

- E. CIP Maintenance and Repair 2021 – Change Order No. 3
- F. East St. Paul Target Store Retrofit – Change Order No. 3

Motion: Manager Ward moved, Manager Aichinger seconded, to approve the consent agenda as presented.

Further discussion: President Swope referenced the KMSP tower project and stated that he likes that the applicant indicated that they would follow up with the District to further improve the area in the future.

Manager Skinner complimented staff referencing the collaboration with the City of Saint Paul on a project and other entities in order to achieve the goals of the District.

A roll call vote was performed:

Manager Aichinger	aye
Manager Ward	aye
Manager Skinner	aye
Manager Eisele	aye
President Swope	aye

Motion carried unanimously.

4. VISITOR COMMENTS

There were none.

5. PERMIT PROGRAM (4:18)

A. Applications – See Consent Agenda

B. Monthly Enforcement Report

During June, 13 notices were sent to address: install/maintain inlet protection (2), install/maintain perimeter control (3), install/maintain construction entrance (2), sweep streets (1), stabilize exposed soils (4), and contain liquid/solid waste (1).

Nicole Soderholm stated that because of the pilot program with single lot residential, staff was able to review, approve and close one residential permit since the last Board meeting. She noted that she will be bringing a review of the program to the Board at a future meeting.

6. STEWARDSHIP GRANT PROGRAM (5:44)

A. Applications – See Consent Agenda

B. Budget Status Update

No comments.

7. PRESENTATIONS AND/OR ACTION ITEMS (6:10)

A. 2022 Budget Planning Memo and Discussion

Tina Carstens stated that this is the typical format of the budget memorandum presented in July looking at the larger budget categories. She noted that the intent is to have a general discussion noting that a lot of work occurs between June and August.

Manager Eisele asked if there would be more details on the process for prioritizing of the projects.

Tina Carstens stated that staff is still inputting projects into the prioritization tool in order to formalize the priority for those water quality project.

Paige Ahlborg commented that the prioritization tool helps to organize the project opportunities. She noted that some projects would be easier to accomplish because of willing landowners or city owned land.

Erin Anderson Wenz stated that staff created the prioritization tool to evaluate the long list of projects and use a number of different factors in order to provide a ranking. She stated that recently Barr reviewed the top ten or fifteen projects to categorize those and put them into the budgeting memorandum. She stated that the prioritization tool was developed prior to Manager Eisele and offered to send him additional background information.

Manager Ward commented that the Board reviewed the first draft of the tool and provided feedback but does not recall seeing it since. She asked if information could be provided to the Board in an update.

President Swope stated that he would find it helpful to see the information used in the tool to determine if there are key issues that affect the ranking.

Tina Carstens commented that the District has different funds available for different purposes and even though something is identified within the budget, opportunities may change throughout the year.

President Swope asked if there is a goal for reserves.

Tina Carstens replied that the policy is written to have at least 50 percent of the general fund within the reserves, noting that currently the District has about 100 percent of the general fund within reserves.

Manager Skinner stated that she would like more consideration in the budget for groundwater and perhaps a line item be included within education to start to build a website link with information related to groundwater.

Tina Carstens noted that she can highlight a few places that might not be obvious, but funds are included towards groundwater efforts. She confirmed that staff would look to include that in education as well. She confirmed that staff does take advantage of resources already available rather than attempting to duplicate efforts. She provided details on County groundwater plans, noting that Washington County has a plan and Ramsey County is considering completing a plan. She confirmed that specific public art funds have been identified within the Stewardship Grant Program.

President Swope referenced the proposed public works forum, asking if funds have been allocated for that purpose and if he could attend.

Tina Carstens stated that the public works forum meetings are held as needed. She stated that funds are not specifically allocated as it is mostly staff time to support the meetings.

President Swope asked if additional funds should be allocated for maintenance projects that arise from those meetings.

Tina Carstens stated that staff could have more discussions at the public works forum but believes that the municipalities need to hold some responsibility for their systems, which is why they offer to partner on certain opportunities.

Manager Aichinger stated that if the District jumps in and helps a city with an issue they let lapse, other cities would expect the same assistance in return. He stated that the cities are aware of their responsibilities for their

own system and have their own requirements on their MS4 permit. He did not believe the District should offer to do something unless it is an issue all cities are struggling with.

8. BOARD ISSUES, POLICIES, AND OPERATION

A. PFOS/PFAS/PFCs in the Watershed (28:27)

President Swope commented that this is a complicated topic and asked if the Board feels it has an obligation on this matter.

Manager Skinner stated that she believed the Board agreed to gather information to determine what is known and what groups are currently completing different actions.

Manager Aichinger commented that he agrees that it is an issue, but the trouble is, it is an issue of federal and state concern, and those entities regulate and remediate that program. He did not believe the District would have a role in that process. He stated that perhaps the District could have an education/information type role. He stated that those chemicals are now heavily regulated or prohibited and therefore did not believe new issues would arise.

Manager Skinner stated that she would still like to gather the information and determine if there are gaps and if there would be a role for the District.

Tina Carstens confirmed that she could share the information staff has gathered with the Board.

President Swope asked if MAWD has discussed this topic.

Tina Carstens replied that MAWD has not as the process is regulated by the state and federal agencies.

President Swope stated that while he agrees there is an issue that exists, he also does not see a clear role the District would have.

Manager Skinner stated that she would like to see a quick ten-minute presentation on how things are regulated and perhaps an informational spot on the website related to groundwater and PFOS.

Tina Carstens confirmed that staff could follow that direction.

B. Using Alum for Water Quality (37:38)

President Swope stated that alum is an effective way to manage phosphorus but there are some risks and asked the Board for input.

Manager Skinner commented that the alum treatment facility was meant to be experimental, and it would be helpful for the Board to recognize the volume of alum that is being added to the system. She stated that the alum treatment facility has been incredibly effective in reducing the phosphorus in Tanners Lake and perhaps it is no longer needed. She commented that there are toxic effects associated with alum and believed there are alternative methods that could be used. She stated that she will not support the use of alum because of the toxic effect it can have on people.

Manager Ward commented that she was not on the Board when the alum facility was created. She stated that she would support a review of all of the options when alum is proposed along with the reasoning as to why alum would be recommended.

President Swope asked if there would be a review of the alum treatment plant. Tina Carstens stated that each year staff reviews the monitoring data. She stated that they would need to further evaluate how the lake would react if the alum were reduced or stopped.

Erin Anderson Wenz commented that there is very frequent monitoring data collected and there have been periods when the treatment facility has been offline. She stated that she would like to think more about how additional data could be provided as to what that result could be.

Manager Skinner stated that perhaps there could be modeling done about replacing the treatment plant with a sand filtration system.

Manager Aichinger stated that the alum treatment plant was a known technology and not experimental in nature. He stated that there is a lot of data, and the alum plant has been shown to be the best project the District has done to reduce phosphorus at the lowest cost. He stated that even though alum is being put into the system, a large part of that is captured in the pond and is cleaned out. He stated that there has been a measured increase in alum downstream channel but what goes into the lake is extremely diluted. He stated that there is alum in a lot of the environment and that people are often exposed at a higher level than they would be in the lake and therefore the risks would be extremely low in a lake or storm water. He noted that when alum is used for lake treatment, is it often during times the lake is not being used by people and binds to things at the bottom of the lake. He agreed that other options should continue to be reviewed but noted that those options are not always as effective or cost-effective.

Manager Skinner commented that there is science showing the toxicity of aluminum/alum and she hopes that policy will eventually catch up with science. She stated that while she agrees that alum is effective, she does not believe water science is fully aware of the potential problems with alum.

President Swope stated that he is aware that Manager Skinner will continue to bring this issue up as she is passionate about it and asked for input from the Board as to their opinion and overall policy.

Manager Ward commented that she is not fully educated on this topic, but science has shown that ever smaller parts of these toxins can have an effect. She believed that the District should be alert for additional information and continue to review different alternatives.

Manager Aichinger commented that it might be useful if the Board, as members of national organizations, put the word out that this is a concern and ask them to also recognize that it is a concern and perhaps come out with guidance at some point. He stated that the Board has provided direction that alternatives be considered and presented when alum is suggested for a project and also to spread the word to other organizations.

Manager Eisele asked if there would be a timepoint when the Board might consider a position on this issue that would be published and what would drive the decision to take that position.

Tina Carstens stated that if the Board were to make a decision for staff to follow certain requirements from the Board, a policy document would be the method. She stated that the policy document could state whether there is support to use alum for projects and that alternatives be provided as well.

Manager Eisele stated that he likes that different opportunities are being reviewed. He stated that although this might be the most cost-effective treatment for taxpayer dollars, it is still good to let people know that the Board and District continue to explore alternatives.

Manager Skinner stated that each year an annual presentation is provided on the alum treatment plant. She stated that perhaps a ten-minute presentation be provided to help bring new Managers up to speed and suggested that modeling also be included as mentioned earlier.

Erin Anderson Wenz stated that staff provided a presentation in the past to review the alternative treatment methods and how expensive and effective they may be. She noted that perhaps that could be shared with the new Managers.

Tina Carstens commented that this concept includes two separate issues, the Tanners Lake Alum Facility and use of alum in a whole lake treatment.

President Swope stated that he would like the Board to get to a decision on what should be done with alum. He stated that he realizes that there are lakes that need treatment that would perhaps be cost prohibitive without the use of alum. He stated that he would be interested in knowing how much treating an area with alum would change the natural environment.

Manager Aichinger stated that there needs to be some discussion about the fate of alum, noting that both in lake use and the treatment facility use, the ability of the alum to be involved in the water column and/or with people are different.

9. ADMINISTRATOR'S REPORT (1:04:35)

A. Meetings Attended

No comments.

B. Upcoming Meetings and Dates

Tina Carstens noted that the MAWD Summer Meeting is occurring on July 22nd. Manager Aichinger noted that the Metro MAWD meetings are off by a day, meeting on Tuesdays rather than Wednesdays. The Board discussed the MAWD Annual Meeting dates and noted the conflict with the regular Board meeting for December.

Motion: Manager Aichinger moved, Manager Swope seconded, to hold the December Board meeting on December 8, 2021, to avoid conflict with the Annual MAWD Meeting.

A roll call vote was performed:

Manager Aichinger	aye
Manager Ward	aye
Manager Skinner	aye
Manager Eisele	aye
President Swope	aye

Motion carried unanimously.

C. Ongoing Project/Program Updates

No comments.

D. Update: COVID-19 Back to the Office Plans

No comments.

E. Wetlands Board Workshop Outline

President Swope commented that he would like to go light on the education on wetlands and heavy on the regulations to help drive a policy driven discussion.

Manager Eisele referenced the District policy, rules and goals and asked if monitoring tools and how health and wellness of wetlands would be included in that presentation. Tina Carstens confirmed that discussion could lead into that discussion.

Manager Eisele asked if a packet would be sent out prior to the workshop in order to facilitate a better discussion. Tina Carstens confirmed that staff could put together something prior to the meeting.

Manager Ward stated that she likes the proposed workshop agenda and would find it helpful to have the background documents for each discussion item provided prior to the meeting. She noted that would help to ensure that all the Managers are on the same level prior to the meeting and facilitate for better discussion at the workshop.

It was determined that there were scheduling conflicts for the workshop and that should be scheduled for September 15.

President Swope asked for an update on the meeting with the Twin Lake Association. Tina Carstens stated that it was a follow up from the larger meeting and led to discussions with the City of Little Canada. She stated that she is going to provide a contact to the association that could perhaps assist with resources.

Manager Eisele stated that in prior meeting the issue of Ramsey County permitting, and the length of time needed for permit approval and asked for an update. Tina Carstens stated that there is a slowdown over the last few summer months and did not see any problems making the necessary progress before it would be needed for the fall CIP.

The Board discussed whether to hold the workshop and meetings virtually or in person. Laurann Kirschner provided additional details on what is allowed by statute. The Board agreed to attempt a hybrid format for the August and September Board meetings and the Wetlands workshop.

10. ATTORNEY REPORT (1:27:42)

Meetings: Laurann Kirschner asked if the Board has a preference as to how legal counsel attends the meeting. President Swope commented that suggested that legal counsel attends virtually in August as a test. Tina Carstens stated that she will attend in person but would like the ability for the other staff members to attend remotely. Erin Anderson Wenz asked for the Board preference on attendance from Barr Engineering staff.

Manager Aichinger commented that he has been impressed at how well the meetings have been able to be run on Zoom and the Board has been able to have good discussion. He commented that if there were a presentation, he would prefer Barr staff to attend in person, but if just attending as a resource that could be done remotely.

Manager Skinner stated that she uses Zoom every day and it is very simple to setup presentations on Zoom and answer questions and therefore would not be opposed to Barr staff attending remotely, even when there is a presentation. President Swope suggested that Barr attend remotely in August and September to see how that goes.

Other items: Laurann Kirschner stated that at the last meeting she stated that the claimants never followed up on the Target parking lot incident but noted that another claim has been received since that time from a new party.

11. PROJECT AND PROGRAM STATUS REPORTS (1:35:00)

A. Ongoing Project and Program Updates

- i. Interim Emergency Response Planning
- ii. Kohlman Creek Flood Risk Reduction Feasibility Study
- iii. Ames Lake Area Flood Risk Reduction Feasibility Study
- iv. Subwatershed Feasibility Studies for At-Risk Creeks
- v. Special Project BMP Monitoring
- vi. Kohlman Permeable Weir Test System
- vii. Shallow Lake Aeration Study
- viii. Phalen Chain of Lakes Changes in Water Quality
- ix. 2021 Tanners Lake Alum Facility Monitoring
- x. Target Store Stormwater Retrofit Projects
- xi. Targeted Retrofit Projects
- xii. Keller Channel Weir and Phalen Outlet Resiliency Modifications

Manager Aichinger noted that the two manholes on either side of the outlet are a lot higher than he anticipated and seem intrusive. He asked if thought has been given as to what could be done to lessen the impact. He stated that perhaps a public art project could be done, or plantings could be added to make that look more pleasant. Dave Vlasin stated that his first initial thought was to paint them to neutral colors. He recognized that it would take some time for the native vegetation to reestablish. Bill Bartodziej confirmed that a mix was planted but noted that there has been a drought and some replanting may be required in the fall. He stated that there was a suggestion for an urban art competition, which he agreed could be a good idea. It was noted that there was a fear of graffiti.

President Swope asked if the Keller Wier and Phalen Outlet are in full operation. Dave Vlasin commented that staff is completing the final walk through on Friday and everything should be fully operational by Monday.

- xiii. Ryan Drive and Keller Parkway Conveyance Project
- xiv. Beltline/Battle Creek Tunnel Five-Year Inspection
- xv. CIP Maintenance and Repair Project 2021
- xvi. Natural Resources Program Update
- xvii. Education Program Update
- xviii. Communications Program Update
- xix. CAC Meeting Update
- xx. WaterFest Update

Tina Carstens and the Board recapped the activities from WaterFest.

President Swope referenced the survey work that was being completed, noting that it appeared less than half of the people agreed to do the survey. He asked if the survey showed a trend versus the lidar. Erin Anderson Wenz commented that they used the laser scanner to develop the topographical area and therefore they were still able to gather the information even if they were not allowed on a property. She stated that they will go site by site in attempt to make informed use of the lidar data and data that was collected nearby.

President Swope commented that staff was out completing plantings along wetland A, which is going well. He stated that he was also interested in the CAC report and likes the tour of Shoreview BMPs planned by the Master Water Steward. He asked if that information would be shared on Nextdoor. Tina Carstens stated that she would assume that would be part of the communications plan, noting that staff is working to secure a District account for Nextdoor. Paige Ahlborg stated that she and the Master Water Steward live in Shoreview and could share the information. Manager Eisele asked for more information on the Master Water Steward program and staff provided background on the program.

Manager Aichinger commented that the Phalen Chain of Lakes water trail flyer was well done.

12. INFORMATIONAL ITEMS

A. Article Shared by Manager Skinner

No comments.

13. MANAGER COMMENTS AND NEXT MONTH'S MEETING (1:53:25)

Manager Aichinger commented that he will be out of town for the August meeting but will attempt to attend remotely.

Manager Eisele thanked Dave Vlasin for taking him out on the tour and for his patience with all his questions. He stated that he was made much more aware of how dependent the system is on others. He stated that he likes the idea of socializing between the Board and staff and perhaps the Board and CAC/Master Water Stewards.

Tina Carstens noted that they could have a joint meeting between the Board and CAC in a workshop setting to discuss goals and facilitate that social interaction.

Manager Skinner noted that the Board used to hold a summer tour and the CAC could be invited to join the Board. Tina Carstens confirmed that staff could attempt to plan that for next year. She stated that the Watershed Excellence Awards are planned to take place in person in November and would be an opportunity for socializing between the groups. She noted that she has received input from the Board on project locations the Board may want to visit prior to Board meetings which could be discussed at the next meeting.

President Swope stated that at the next meeting there will be an update on the single lot residential permitting pilot program. He stated that perhaps staff can also provide an update on when the discussion on alum and PFOS could occur. He stated that he found it interesting to see the updates that were made to the interactive map on the website.

14. ADJOURN

Motion: Manager Aichinger moved, Manager Skinner seconded, to adjourn the meeting at 8:30 p.m. Motion carried unanimously.

RWMWD BUDGET STATUS REPORT
Administrative & Program Budget
Fiscal Year 2021
7/31/2021

Budget Category	Budget Item	Account Number	Original Budget	Budget Transfers	Current Month Expenses	Year-to-Date Expenses	Current Budget Balance	Percent of Budget
Manager	Per diems	4355	\$8,500.00	-	1,550.00	2,425.00	\$6,075.00	28.53%
	Manager expenses	4360	3,500.00	-	-	-	3,500.00	0.00%
Committees	Committee/Bd Mtg. Exp.	4365	3,500.00	-	225.00	2,134.13	1,365.87	60.98%
	Sub-Total: Managers/Committees:		\$15,500.00	\$0.00	\$1,775.00	\$4,559.13	\$10,940.87	29.41%
Employees	Staff salary/taxes/benefits	4010	1,520,000.00	-	125,064.60	910,209.20	609,790.80	59.88%
	Employee expenses	4020	15,000.00	-	1,266.89	3,460.66	11,539.34	23.07%
	District training & education	4350	75,000.00	-	160.00	2,577.88	72,422.12	3.44%
	Sub-Total: Employees:		\$1,610,000.00	\$0.00	\$126,491.49	\$916,247.74	\$693,752.26	56.91%
Administration/Office	GIS system maint. & equip.	4170	10,000.00	-	-	1,687.02	8,312.98	16.87%
	Data Base/GIS Maintenance	4171	40,000.00	-	-	-	40,000.00	0.00%
	Equipment maintenance	4305	3,000.00	-	-	-	3,000.00	0.00%
	Telephone	4310	8,000.00	-	57.48	402.36	7,597.64	5.03%
	Office supplies	4320	7,000.00	-	47.53	2,942.25	4,057.75	42.03%
	IT/Internet/Web Site/Software Lic.	4325	70,000.00	-	5,147.74	37,581.28	32,418.72	53.69%
	Postage	4330	3,000.00	-	-	386.59	2,613.41	12.89%
	Printing/copying	4335	8,000.00	-	294.00	2,792.00	5,208.00	34.90%
	Dues & publications	4338	11,000.00	-	119.00	8,172.88	2,827.12	74.30%
	Janitorial/Trash Service	4341	15,000.00	-	636.45	6,628.99	8,371.01	44.19%
	Utilities/Bldg.Contracts	4342	30,000.00	-	298.34	7,294.05	22,705.95	24.31%
	Bldg/Site Maintenance	4343	150,000.00	-	730.25	19,915.36	130,084.64	13.28%
	Miscellaneous	4390	5,000.00	-	-	-	5,000.00	0.00%
	Insurance	4480	50,000.00	-	-	44,642.00	5,358.00	89.28%
	Office equipment	4703	150,000.00	-	-	130,645.33	19,354.67	87.10%
	Vehicle lease, maintenance	4810-40	43,000.00	-	508.28	2,283.02	40,716.98	5.31%
	Sub-Total: Administration/Office:		\$603,000.00	\$0.00	\$7,839.07	\$265,373.13	\$337,626.87	44.01%
Consultants/Outside Services	Auditor/Accounting	4110	65,000.00	-	25,349.96	40,680.03	24,319.97	62.58%
	Engineering-administration	4121	93,000.00	-	6,364.00	38,723.00	54,277.00	41.64%
	Engineering-permit I&E	4122	10,000.00	-	-	-	10,000.00	0.00%
	Engineering-eng. review	4123	55,000.00	-	3,935.50	27,602.00	27,398.00	50.19%
	Engineering-permit review	4124	55,000.00	-	4,070.00	29,023.00	25,977.00	52.77%
	Project Feasibility Studies	4129	440,000.00	-	14,116.99	104,008.87	335,991.13	23.64%
	Attorney-permits	4130	10,000.00	-	-	-	10,000.00	0.00%
	Attorney-general	4131	40,000.00	-	882.00	17,651.25	22,348.75	44.13%
	Outside Consulting Services	4160	20,000.00	-	-	-	20,000.00	0.00%
	Sub-Total: Consultants/Outside Services:		\$788,000.00	\$0.00	\$54,718.45	\$257,688.15	\$530,311.85	32.70%
Programs	Educational programming	4370	60,000.00	-	1,070.83	3,014.15	56,985.85	5.02%
	Communications & Marketing	4371	25,000.00	-	612.00	5,827.29	19,172.71	23.31%
	Events	4372	50,000.00	-	5,212.00	28,271.57	21,728.43	56.54%
	Water QM-Engineering	4520-30	180,000.00	-	7,723.97	69,593.83	110,406.17	38.66%
	Project operations	4650	200,000.00	-	2,889.02	52,723.80	147,276.20	26.36%
	SLMP/TMDL Studies	4661	103,000.00	-	4,020.50	4,153.00	98,847.00	4.03%
	Natural Resources/Keller Creek	4670-72	140,000.00	-	10,982.54	38,335.84	101,664.16	27.38%
	Outside Prog.Support/Weed Mgmt.	4683-84	127,000.00	-	3,175.00	20,600.00	106,400.00	16.22%
	Research Projects	4695	95,000.00	-	6,672.99	43,661.29	51,338.71	45.96%
	Health and Safety Program	4697	3,000.00	-	740.64	935.77	2,064.23	31.19%
	Sub-Total: Programs:		\$983,000.00	\$0.00	\$43,099.49	\$267,116.54	\$715,883.46	27.17%
GENERAL FUND TOTAL			\$3,999,500.00	\$0.00	\$233,923.50	\$1,710,984.69	\$2,288,515.31	42.78%
CIP's	CIP Project Repair & Maintenance	516	1,325,000.00	-	49,419.98	633,080.69	691,919.31	47.78%
	Targeted Retrofit Projects	518	2,810,000.00	-	8,219.81	163,584.18	2,646,415.82	5.82%
	Flood Risk Reduction Fund	520	4,200,000.00	-	13,923.55	1,137,081.86	3,062,918.14	27.07%
	Debt Services-96-97 Beltline/MM/Battle Creek	526	394,901.00	-	87,118.90	397,795.30	(2,894.30)	100.73%
	Stewardship Grant Program Fund	529	1,000,000.00	-	57,626.01	187,053.03	812,946.97	18.71%
	Wetland Restoration Projects	540	500,000.00	-	-	-	500,000.00	0.00%
	Wakefield Park Project	553	-	-	663.82	5,015.00	(5,015.00)	---
	District Office Bond Payment	585	194,885.00	-	-	-	194,885.00	0.00%
CIP BUDGET TOTAL			\$10,424,786.00	\$0.00	\$216,972.07	\$2,523,610.06	\$7,901,175.94	24.21%
TOTAL BUDGET			\$14,424,286.00	\$0.00	\$450,895.57	\$4,234,594.75	\$10,189,691.25	29.36%

Current Fund Balances:

Fund:	Beginning Fund Balance @ 12/31/20	Fund Transfers	Year to date Revenue	Current Month Expenses	Year to Date Expense	Fund Balance @ 07/31/21
101 - General Fund	\$4,364,963.52	-	1,220,425.74	233,923.50	1,710,984.69	3,874,404.57
516 - CIP Project Repair & Maintenance	627,656.44	-	431,351.52	49,419.98	633,080.69	425,927.27
518 - Targeted Retrofit Projects	1,012,501.35	-	177,233.58	8,219.81	163,584.18	1,026,150.75
520 - Flood Damage Reduction Fund	3,312,849.57	-	1,040,772.64	13,923.55	1,137,081.86	3,216,540.35
526 - Debt Services-96-97 Beltline/MM/Beltline-Battle Creek Tunnel Repair	949,395.60	-	48,226.67	87,118.90	397,795.30	599,826.97
529 - Stewardship Grant Program Fund	622,020.57	-	365,995.24	57,626.01	187,053.03	800,962.78
540 - Wetland Restoration Projects	-	-	261,425.17	-	-	261,425.17
553 - Wakefield Park Project	151,270.20	-	-	663.82	5,015.00	146,255.20
580 - Contingency Fund	891,682.00	-	-	-	-	891,682.00
585 - Certificates of Participation	204,397.98	-	101,895.68	-	-	306,293.66
Total District Fund Balance	\$12,136,737.23	\$0.00	\$ 3,647,326.24	\$ 450,895.57	\$4,234,594.75	\$11,549,468.72

Ramsey Washington Metro Watershed Dist.
Check Register
For the Period From Jul 1, 2021 to Jul 31, 2021

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
EFT	07/01/21	met008	Aug, 2021	MetLife-Group Benefits	Employee Benefits	\$1,807.99
EFT	07/13/21	hea002	Aug, 2021	HealthPartners	Employee Benefits	11,560.27
EFT	07/13/21	kin001	Jul 2021	FedEx Office	Education Program	48.49
72328V	07/01/21	pem002	Pay #6	Pember Companies	Construction-Flood Damage	(18,305.91)
72349	07/01/21	car007	Jun 2021	Carp Solutions	Natural Resources Project	11,980.00
72350	07/01/21	pem002	Pay #6	Pember Companies	Construction-Flood Damage	14,535.00
72351	07/27/21	att002	287256653401X07252021	AT & T Mobility - ROC	Water QM/IT/Project Operations	166.34
72352	07/27/21	bar001	Jun 19 - Jul 16, 2021	Barr Engineering	Engineering Expense	87,865.84
72353	07/27/21	bar002	1/1-7/21/21	Bill Bartodziej	Employee Reimbursement	1,408.46
72354	07/27/21	bar004	Jul 2021	Deborah Barnes	Employee Reimbursement	40.00
72355	07/27/21	bat002	P41295800	Batteries Plus Bulbs	Water QM Staff-General	515.70
72356	07/27/21	cad001	17616902	Allstream	Water QM Staff-General	73.85
72357	07/27/21	cal001	12-17 CS	Janet Callahan	Stewardship Grant Fund	1,050.50
72358	07/27/21	car007	RWMWD7_26_21	Carp Solutions, LLC	Natural Resources Project	8,740.00
72359	07/27/21	cen008	19-34	3M Center	Dev.Escrow-General	11,500.00
72360	07/27/21	cit001	007734-001/007734-000	City of Little Canada	Utilities/Bldg. Contracts	104.33
72361	07/27/21	cit011	230190	City of Roseville	IT/Website/Software	4,958.78
72362	07/27/21	com004	Jul 2021	Comcast	Utilities/Bldg. Contracts	79.07
72363	07/27/21	dre002	21-08 CS	Tara Dressler	Stewardship Grant Fund	2,365.40
72364	07/27/21	fis002	20-37 CS	Fish & Waters Conservation Fund	Stewardship Grant Fund	3,154.40
72365	07/27/21	fit001	Progress Payment #4	Fitzgerald Excavating & Trucking, Inc.	Construction-Maint. & Rep.	27,110.91
72366	07/27/21	fit002	Jul 2021	Mary Fitzgerald	Employee Reimbursement	40.00
72367	07/27/21	gal001	Jul 2021	Galowitz Olson, PLLC	July Legal Expense	1,825.00
72368	07/27/21	gil001	206647/206646	Gilbert Mechanical Contractors, Inc.	Bldg./Site Maintenance	730.25
72369	07/27/21	int001	W21060498	Office of MN, IT Services	Telephone Expense	57.48
72370	07/27/21	ipa002	20-28	IP4 AF St. Paul, LLC	Dev.Escrow-General	3,845.00
72371	07/27/21	kob001	Jul 2021	Julia R. Kobilka	Employee Reimbursement	43.18
72372	07/27/21	kub001	Jul 2021	Kyle W. Kubitza	Employee Reimbursement	361.36
72373	07/27/21	mbc001	Jul 2021	MB Consulting	Events	5,212.00
72374	07/27/21	mcm001	20-44 CS	Phillip McMonagle	Stewardship Grant Fund	330.00
72375	07/27/21	mel001	Jul 2021	Michelle L. Melser	Employee Reimbursement	68.66
72376	07/27/21	min008	29906	Minnesota Native Landscapes, Inc.	Construction-Maint. & Rep.	2,319.00
72377	07/27/21	min010	Jul 2021	MN Public Facilities Authority	Debt Services Payment	87,118.90
72378	07/27/21	ncp001	Jul 2021	NCPERS Group Life Ins.	Employee Benefits	16.00
72379	07/27/21	nep001	20-48 CS	Randy Neprash	Stewardship Grant Fund	9,036.26
72380	07/27/21	nor020	20-47 CS	North East Seniors for Better Living	Stewardship Grant Fund	10,422.26
72381	07/27/21	nsp001	Jul 2021	Xcel Energy	Flood Damage/Water QM/Utilities	418.42
72382	07/27/21	pac001	210337074-98.00	Pace Analytical Services, Inc.	Water QM Staff-General	3,628.00
72383	07/27/21	pas002	May-July 2021	Sage Passi	Employee Reimbursement	681.08
72384	07/27/21	pra001	2117206000	Prairie Moon Nursery, Inc.	Construction-Maint. & Rep.	436.00
72385	07/27/21	pre003	318224206	Premium Waters, Inc.	Utilities/Bldg. Contracts	26.00
72386	07/27/21	pro003	Jul 2021	Lyndsey R. Provos	Employee Reimbursement	350.00
72387	07/27/21	qco001	19-16	Q3 Contracting, Inc.	Dev.Escrow-General	24,535.00
72388	07/27/21	qwe001	Jul 2021	CenturyLink	Project Operations-General	252.80
72389	07/27/21	ram002	PRK-001940	Ramsey County	Stewardship Grant Fund	23,184.00
72390	07/27/21	red002	150463506/150463445	Redpath & Company	June Accounting/2020 Audit	25,349.96
72391	07/27/21	sha001	20-49 CS	Melissa Sharp	Stewardship Grant Fund	5,350.00
72392	07/27/21	sim001	Jun/Jul 2021	Emily Simmons	Employee Reimbursement	161.79
72393	07/27/21	sod001	Jul 2021	Nicole Soderholm	Employee Reimbursement	58.48
72394	07/27/21	sto003	Jul 2021	Michael J Stoffel	Employee Reimbursement	38.86
72395	07/27/21	stu001	2019487	Studio Lola	Communications & Marketing	612.00

Ramsey Washington Metro Watershed Dist.
Check Register
For the Period From Jul 1, 2021 to Jul 31, 2021

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
72396	07/27/21	tim002	M26586	Timesaver Off-Site Secretarial, Inc.	Committee/Board Meeting Exp.	225.00
72397	07/27/21	tro002	21-07	Cathy Troendle	Education Program	669.90
72398	07/27/21	usb002	Jul 2021	U.S. Bank	July Credit Card Expense	2,894.69
72399	07/27/21	usb005	447067042	US Bank Equipment Finance	Printing Expense	294.00
72400	07/27/21	van001	79308	Vanguard Cleaning Systems of Minnesota	Janitorial/Trash Service	636.45
72401	07/27/21	vet001	20-34 CS	Nick Vetsch	Stewardship Grant Fund	108.09
72402	07/27/21	voy001	8692934232130	US Bank Voyager Fleet Sys.	Vehicle Fuel	508.28
72403	07/27/21	was002	5263/5285/5297	Washington Conservation District	Stewardship/Prog.Support/Water QM	4,240.75
72404	07/27/21	yar001	20-34	Yards Per Pound, Inc.	Dev.Escrow-General	206.00
72405	07/27/21	yar001	20-35	Yards Per Pound, Inc.	Dev.Escrow-General	165.20
Total						<u>\$387,215.52</u>
EFT	06/11/21	myp001	06/11/21	June 11th Payroll Fees	4110-101-000	73.55
EFT	06/25/21	myp001	06/25/21	June 25th Payroll Fees	4110-101-000	73.55
Dir.Dep.	07/09/21	---	Payroll Expense-Net	July 9th Payroll	4010-101-000	32,229.87
EFT	07/09/21	int002	Internal Rev.Serv.	July 9th Federal Withholding	2001-101-000	11,140.24
EFT	07/09/21	mnd001	MN Revenue	July 9th State Withholding	2003-101-000	2,031.56
EFT	07/09/21	per001	PERA	July 9th PERA	2011-101-000	6,263.12
EFT	07/09/21	emp002	Empower Retirement	Employee Def.Comp. Contributions	2016-101-000	2,645.00
EFT	07/09/21	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	450.00
Dir.Dep.	07/23/21	---	Payroll Expense-Net	July 23rd Payroll	4010-101-000	32,901.99
EFT	07/23/21	int002	Internal Rev.Serv.	July 23rd Federal Withholding	2001-101-000	11,300.06
EFT	07/23/21	mnd001	MN Revenue	July 23rd State Withholding	2003-101-000	2,060.78
EFT	07/23/21	per001	PERA	July 23rd PERA	2011-101-000	6,263.12
EFT	07/23/21	emp002	Empower Retirement	Employee Def.Comp. Contributions	2016-101-000	2,645.00
EFT	07/23/21	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	450.00
Payroll/Benefits:						<u>\$110,527.84</u>
Total						Accounts Payable/Payroll/Benefits: <u>\$497,743.36</u>

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From July 1, 2021 - July 31, 2021

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
07/01/21	EFT	met008	MetLife-Group Benefits	4040-101-000	Employee Benefits-General	\$1,807.99	
07/13/21	EFT	hea002	HealthPartners	4040-101-000	Employee Benefits-General	11,560.27	
07/13/21	EFT	kin001	FedEx Office	4370-101-000	Educational Program-General	48.49	
07/01/21	72328V	pem002	Pember Companies	4630-520-000	Construction-Flood Damage	(18,305.91)	
07/01/21	72349	car007	Carp Solutions	4670-101-000	Natural Resources Project-General	11,980.00	
07/01/21	72350	pem002	Pember Companies	4630-520-000	Construction-Flood Damage	14,535.00	
07/27/21	72351	att002	AT & T Mobility - ROC			166.34	
				4530-101-000	Water QM Staff-General		43.22
				4325-101-000	IT/Website/Software		92.40
				4650-101-000	Project Operations-General		30.72
07/27/21	72352	bar001	Barr Engineering			87,865.84	
				4121-101-000	Engineering Admin-General Fund		6,364.00
				4697-101-000	Health & Safety		525.00
				4123-101-000	Engineering-Review		3,935.50
				4129-101-000	Project Feasability-General		4,461.99
				4129-101-000	Project Feasability-General		226.00
				4129-101-000	Project Feasability-General		168.00
				4129-101-000	Project Feasability-General		7,459.50
				4129-101-000	Project Feasability-General		348.50
				4129-101-000	Project Feasability-General		1,453.00
				4520-101-000	Water QM-Engineering		126.18
				4520-101-000	Water QM-Engineering		2,552.00
				4124-101-000	Engineering-Permit Review		4,070.00
				4661-101-000	SLMP/TMDL Studies		3,500.00
				4661-101-000	SLMP/TMDL Studies		520.50
				4695-101-000	Research Projects-General		325.00
				4695-101-000	Research Projects-General		1,000.00
				4695-101-000	Research Projects-General		5,347.99
				4650-101-000	Engineering-Project Operations		655.50
				4650-101-000	Engineering-Project Operations		1,950.00
				4128-518-000	Engineering-School/Commer Retrofit		769.00
				4128-518-000	Engineering-School/Commer Retrofit		6,419.31
				4128-518-000	Engineering-School/Commer Retrofit		494.00
				4128-518-000	Engineering-School/Commer Retrofit		104.00
				4682-529-000	Stewardship Grant Fund		1,681.60
				4128-518-000	Engineering-School/Commer Retrofit		433.50
				4128-553-000	Engineering-Wakefield		663.82
				4128-520-000	Engineering-Flood Damage		7,590.88
				4128-520-000	Engineering-Flood Damage		5,430.00
				4128-520-000	Engineering-Flood Damage		680.00
				4128-516-000	Engineering-Maint. & Repair		13,021.86
				4128-516-000	Engineering-Maint. & Repair		991.00
				4128-516-000	Engineering-Maint. & Repair		4,598.21
07/27/21	72353	bar002	Bill Bartodziej			1,408.46	
				4040-101-000	Employee Benefits-General		280.00
				4020-101-000	Employee Expenses-General		538.72
				4670-101-000	Natural Resources Project-General		589.74
07/27/21	72354	bar004	Deborah Barnes	4040-101-000	Employee Benefits-General	40.00	

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From July 1, 2021 - July 31, 2021

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
07/27/21	72355	bat002	Batteries Plus Bulbs	4530-101-000	Water QM Staff-General	515.70	
07/27/21	72356	cad001	Allstream	4530-101-000	Water QM Staff-General	73.85	
07/27/21	72357	cal001	Janet Callahan	4682-529-000	Stewardship Grant Fund	1,050.50	
07/27/21	72358	car007	Carp Solutions	4670-101-000	Natural Resources Project-General	8,740.00	
07/27/21	72359	cen008	3M Center	2024-101-000	Dev.Escrow-General	11,500.00	
07/27/21	72360	cit001	City of Little Canada	4342-101-000	Utilities/Bldg. Contracts	104.33	
07/27/21	72361	cit011	City of Roseville	4325-101-000	IT/Website/Software	4,958.78	
07/27/21	72362	com004	Comcast	4342-101-000	Utilities/Bldg. Contracts	79.07	
07/27/21	72363	dre002	Tara Dressler	4682-529-000	Stewardship Grant Fund	2,365.40	
07/27/21	72364	fis002	Fish & Waters Conservation Fund	4682-529-000	Stewardship Grant Fund	3,154.40	
07/27/21	72365	fit001	Fitzgerald Excavating & Trucking, Inc.	4630-516-000	Construction Imp.-Maint. & Repair	27,110.91	
07/27/21	72366	fit002	Mary Fitzgerald	4040-101-000	Employee Benefits-General	40.00	
07/27/21	72367	gal001	Galawitz Olson, PLLC			1,825.00	
				4131-101-000	Attorney General-General		882.00
				4131-516-000	Attorney-Maint. & Repair		943.00
07/27/21	72368	gil001	Gilbert Mechanical Contractors, Inc.	4343-101-000	Bldg./Site Maintenance	730.25	
07/27/21	72369	int001	Office of MN, IT Services	4310-101-000	Telephone-General	57.48	
07/27/21	72370	ipa002	IP4 AF St. Paul, LLC	2024-101-000	Dev.Escrow-General	3,845.00	
07/27/21	72371	kob001	Julia R., Kobilka	4020-101-000	Employee Expenses-General	43.18	
07/27/21	72372	kub001	Kyle W. Kubitza			361.36	
				4020-101-000	Employee Expenses-General		31.36
				4040-101-000	Employee Benefits-General		330.00
07/27/21	72373	mbc001	MB Consulting	4372-101-000	Events	5,212.00	
07/27/21	72374	mcm001	Phillip McMonagle	4682-529-000	Stewardship Grant Fund	330.00	
07/27/21	72375	mel001	Michelle L. Melser	4020-101-000	Employee Expenses-General	68.66	
07/27/21	72376	min008	Minnesota Native Landscapes, Inc.	4630-516-000	Construction Imp.-Maint. & Repair	2,319.00	
07/27/21	72377	min010	MN Public Facilities Authority	4700-526-000	Debt Services-Beltline/MM	87,118.90	
07/27/21	72378	ncp001	NCPERS Group Life Ins.	4040-101-000	Employee Benefits-General	16.00	
07/27/21	72379	nep001	Randy Neprash	4682-529-000	Stewardship Grant Fund	9,036.26	
07/27/21	72380	bir020	North East Seniors Better Living	4682-529-000	Stewardship Grant Fund	10,422.26	
07/27/21	72381	nsp001	Xcel Energy			418.42	
				4342-101-000	Utilities/Bldg. Contracts		88.94
				4530-101-000	Water QM Staff-General		106.81
				4630-520-000	Construction-Flood Damage		222.67
07/27/21	72382	pac001	Pace Analytical Services, Inc.	4530-101-000	Water QM Staff-General	3,628.00	
07/27/21	72383	pas002	Sage Passi			681.08	
				4020-101-000	Employee Expenses-General		332.64
				4040-101-000	Employee Benefits-General		80.00

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From July 1, 2021 - July 31, 2021

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
				4370-101-000	Educational Program-General		268.44
07/27/21	72384	pra001	Prairie Moon Nursery, Inc.	4630-516-000	Construction Imp.-Maint. & Repair	436.00	
07/27/21	72385	pre003	Premium Waters, Inc.	4342-101-000	Utilities/Bldg. Contracts	26.00	
07/27/21	72386	pro003	Lyndsey R. Provos			350.00	
				4020-101-000	Employee Expenses-General		70.00
				4040-101-000	Employee Benefits-General		280.00
07/27/31	72387	qco001	Q3 Contracting, Inc.	2024-101-000	Dev.Escrow-General	24,535.00	
07/27/21	72388	qwe001	CenturyLink	4650-101-000	Project Operations	252.80	
07/27/21	72389	ram002	Ramsey County	4682-529-000	Stewardship Grant Fund	23,184.00	
07/27/21	72390	red002	Redpath & Company, Ltd.	4110-101-000	Auditor/Accounting	25,349.96	
07/27/21	72391	sha001	Melissa Sharp	4682-529-000	Stewardship Grant Fund	5,350.00	
07/27/21	72392	sim001	Emily Simmons			161.79	
				4670-101-000	Natural Resources Project-General		36.80
				4020-101-000	Employee Expenses-General		124.99
07/27/21	72393	sod001	Nicole Soderholm			58.48	
				4040-101-000	Employee Benefits-General		40.00
				4020-101-000	Employee Expenses-General		18.48
07/27/21	72394	sto003	Michael J. Stoffel	4020-101-000	Employee Expenses-General	38.86	
07/27/21	72395	stu001	Studio Lola	4371-101-000	Communications & Marketing	612.00	
07/27/21	72396	tim002	Timesaver Off-Site Secretarial, Inc.	4365-101-000	Committee/Board Meeting Expense	225.00	
07/27/21	72397	tro002	Cathy Troendle			669.90	
				4370-101-000	Educational Program-General		600.00
				4370-101-000	Educational Program-General		64.90
				4370-101-000	Educational Program-General		5.00
07/27/21	72398	usb002	U.S. Bank			2,894.69	
				4530-101-000	Water QM Staff-General		242.96
				4325-101-000	IT/Website/Software		96.56
				4370-101-000	Natural Resources Project-General		84.00
				4697-101-000	Health & Safety		215.64
				4320-101-000	Office Supplies-General		21.59
				4350-101-000	Training & Education		160.00
				4338-101-000	Dues & Publications		119.00
				4530-101-000	Water QM Staff-General		313.00
				4670-101-000	Natural Resources Project-General		1,616.00
				4320-101-000	Office Supplies-General		25.94
07/27/21	72399	usb005	US Bank Equipment Finance	4335-101-000	Printing-General	294.00	
07/27/21	72400	van001	Vanguard Cleaning Systems of Minnesota	4341-101-000	Janitorial/Trash Service	636.45	
07/27/21	72401	vet001	Nick Vetsch	4682-529-000	Stewardship Grant Fund	108.09	
07/27/21	72402	voy001	US Bank Voyager Fleet System	4830-101-000	Vehicle Fuel-General	508.28	
07/27/21	72403	was002	Washington Conservation District			4,240.75	
				4682-529-000	Stewardship Grant Fund		943.50
				4683-101-000	Outside Program Support		3,175.00
				4530-101-000	Water QM Staff-General		122.25
07/27/21	72404	yar001	Yards Per Pound, Inc.	2024-101-000	Dev.Escrow-General	206.00	
07/27/21	72405	yar001	Yards Per Pound, Inc.	2024-101-000	Dev.Escrow-General	165.20	
Accounts Payable Total:						\$387,215.52	

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From July 1, 2021 - July 31, 2021

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
EFT	06/11/21	myp001	Payroll Fees	4110-101-000	June 11th Payroll Fees	73.55	
EFT	06/25/21	myp001	Payroll Fees	4110-101-000	June 25th Payroll Fees	73.55	
Dir.Dep.	07/09/21	---	Payroll Expense-Net	4010-101-000	July 9th Payroll	32,229.87	
EFT	07/09/21	int002	Internal Rev.Serv.	2001-101-000	July 9th Federal Withholding	11,140.24	
EFT	07/09/21	mnd001	MN Revenue	2003-101-000	July 9th State Withholding	2,031.56	
EFT	07/09/21	per001	PERA	2011-101-000	July 9th PERA	6,263.12	
EFT	07/09/21	emp002	Empower Retirement	2016-101-000	Employee Def.Comp. Contributions	2,645.00	
EFT	07/09/21	emp002	Empower Retirement	2018-101-000	Employee IRA Contributions	450.00	
Dir.Dep.	07/23/21	---	Payroll Expense-Net	4010-101-000	July 23rd Payroll	32,901.99	
EFT	07/23/21	int002	Internal Rev.Serv.	2001-101-000	July 23rd Federal Withholding	11,300.06	
EFT	07/23/21	mnd001	MN Revenue	2003-101-000	July 23rd State Withholding	2,060.78	
EFT	07/23/21	per001	PERA	2011-101-000	July 23rd PERA	6,263.12	
EFT	07/23/21	emp002	Empower Retirement	2016-101-000	Employee Def.Comp. Contributions	2,645.00	
EFT	07/23/21	emp002	Empower Retirement	2018-101-000	Employee IRA Contributions	450.00	
Payroll/Benefits						\$110,527.84	
TOTAL:						\$497,743.36	



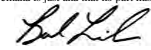
Summary of Professional Engineering Services During the Period
June 19, 2021 through July 16, 2021

	Total Engineering Budget (2021)	Total Fees to Date (2021)	Budget Balance (2021)	Fees During Period	District Accounting Code	Plan Implementation Task Number
Engineering Administration						
General Engineering Administration	\$76,000.00	\$38,723.00	\$37,277.00	\$6,364.00	4121-101	DW-13
RWMWD Health and Safety/ERTK Program	\$2,000.00	\$525.00	\$1,475.00	\$525.00	4697-101	DW-13
Educational Program/Educational Forum Assistance	\$20,000.00	\$17,120.00	\$2,880.00	\$0.00	4129-101	DW-11
Engineering Review						
Engineering Review	\$55,000.00	\$32,476.00	\$22,524.00	\$3,935.50	4123-101	DW-13
Project Feasibility Studies						
Interim emergency response plan funds for top priority District flooding areas	\$60,000.00	\$33,356.25	\$26,643.75	\$4,461.99	4129-101	DW-19
Groundwater/Surface Water Next Steps	\$50,000.00	\$226.00	\$49,774.00	\$226.00	4129-101	DW-16
FEMA Flood Mapping Update (2020)	\$109,720.00	\$86,047.50	\$23,672.50	\$168.00	4129-101	DW-9
Hillcrest Golf Course (multi-use)	\$20,000.00	\$90.00	\$19,910.00	\$0.00	4129-101	DW-6
Gold BRT planning	\$20,000.00	\$0.00	\$20,000.00	\$0.00	4129-101	DW-6
Kohlman Creek flood damage reduction feasibility study	\$75,000.00	\$16,519.71	\$58,480.29	\$7,459.50	4129-101	DW-9, BELT-3
Grass Lake Berm Wetland	\$35,000.00	\$7,542.00	\$27,458.00	\$348.50	4129-101	
Ames Lake Technical Assistance and Project Planning with St. Paul	\$25,000.00	\$9,322.91	\$15,677.09	\$1,453.00	4129-101	DW-9, BELT-3
Battle Creek PFAS (monitoring, source ID, meetings, communications)	\$25,000.00	\$0.00	\$25,000.00		4129-101	DW-10
694/494/94 WQ treatment feasibility study	\$30,000.00	\$0.00	\$30,000.00		4129-101	BCL-3
Subwatershed feasibility studies for At-Risk creeks (Fish Creek and Gervais Creek)	\$35,000.00	\$270.00	\$34,730.00	\$0.00	4129-101	DW-1, DW-2, DW-6
Wetland Restoration Workshop, Education, and Planning	\$25,000.00	\$0.00	\$25,000.00		4129-101	DW-8
Contingency*	\$50,000.00	\$0.00	\$50,000.00		4129-101	
GIS Maintenance						
GIS Maintenance	\$5,000.00	\$0.00	\$5,000.00		4170-101	DW-13
Monitoring Water Quality/Project Monitoring						
Lake Water Quality Monitoring (Misc QA/QC)	\$10,000.00	\$126.18	\$9,873.82	\$126.18	4520-101	DW-2
Annual WQ Report Assistance	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-2
Special Project BMP Monitoring	\$25,000.00	\$10,874.50	\$14,125.50	\$2,552.00	4520-101	DW-12
Permit Processing, Inspection and Enforcement						
Permit Application Inspection and Enforcement	\$10,000.00	\$0.00	\$10,000.00		4122-101	DW-7
Permit Application Review	\$55,000.00	\$29,023.00	\$25,977.00	\$4,070.00	4124-101	DW-7
Lake Studies/WRPPs/TMDL Reports						
2020 Grant Applications	\$40,000.00	\$0.00	\$40,000.00		4661-101	DW-13
Tanners Flood Response Tool Model Update	\$3,000.00	\$3,580.00	-\$580.00	\$3,500.00	4661-101	Tal-1
WMP Updates - Including Implementation Plan Updates	\$20,000.00	\$0.00	\$20,000.00		4661-101	DW-13
Prioritization of water quality projects from subwatershed feasibility studies	\$15,000.00	\$573.00	\$14,427.00	\$520.50	4661-101	DW-13
Contingency for Lake Studies	\$25,000.00	\$0.00	\$25,000.00		4661-101	
Research Projects						
New Technology Mini Case Studies (average 6 per year)	\$12,000.00	\$4,368.00	\$7,632.00	\$325.00	4695-101	DW-12
Kohlman Permeable Weir Test System - Implement Monitoring Plan	\$15,000.00	\$8,198.50	\$6,801.50	\$1,000.00	4695-101	DW-12
Phalen Chain of Lakes Changes in Water Quality	\$10,000.00	\$7,383.00	\$2,617.00	\$0.00	4695-101	DW-2, DW-12
Shallow Lake Aeration Study	\$36,000.00	\$23,711.79	\$12,288.21	\$5,347.99	4695-101	DW-12
Project Operations						
2020 Tanners Alum Facility Monitoring	\$15,000.00	\$11,253.00	\$3,747.00	\$655.50	4650-101	Tal-3
Beltline Outlet and Keller Channel Operations Plans	\$30,000.00	\$1,950.00	\$28,050.00	\$1,950.00	4650-101	DW-9, BELT-3
Capital Improvements						
East St. Paul Target	\$45,000.00	\$50,498.87	-\$5,498.87	\$769.00	4128-518	DW-6
North St. Paul Target	\$150,000.00	\$124,190.24	\$25,809.76	\$6,419.31	4128-518	DW-6
Cemstone	\$60,000.00	\$0.00	\$60,000.00		4128-518	DW-6
Commercial Sites Retrofit Projects 2021 (Targeted Retrofits)	\$45,000.00	\$3,458.00	\$41,542.00	\$494.00	4128-518	DW-6
School Sites Retrofit Projects 2021 (Targeted Retrofits)	\$45,000.00	\$2,522.00	\$42,478.00	\$104.00	4128-518	DW-6
Church Sites Retrofit Projects 2021 (Targeted Retrofit)	\$45,000.00	\$11,644.00	\$33,356.00	\$0.00	4128-518	DW-6
BMP Incentive Fund: Gen1 BMP Design Assistance and Review (cases where Dist is approached by landowner, or landowner is not commercial, school, church).	\$75,000.00	\$23,318.70	\$51,681.30	\$1,681.60	4682-529	DW-6
Willow Lake Area Detention (from feas. Study)	\$150,000.00	\$0.00	\$150,000.00		4128-520	DW-9, BELT-3
Kohlman Creek Storage and Detention (from feas. Study)	\$200,000.00	\$0.00	\$200,000.00		4128-520	KC-2
Aldrich Arena (soils and plantings)	\$25,000.00	\$24,270.39	\$729.61	\$433.50	4128-518	DW-6, WL-1
Wakefield Park/Frost Avenue Stormwater Project	\$17,500.00	\$23,746.27	-\$6,246.27	\$663.82	4128-553	DW-6, WL-1
Wetland Restoration	\$100,000.00	\$0.00	\$100,000.00		4128-529	DW-1, DW-8
Keller Channel Weir & Phalen Outlet Resiliency Modifications	\$250,000.00	\$229,241.15	\$20,758.85	\$7,590.88	4128-520	DW-9, BELT-3
Address Internal Load in TMDL lakes	\$60,000.00	\$0.00	\$60,000.00		4661-101	KL-2, GC-2, WL-3, BL
Ryan Drive-Keller Parkway Conveyance	\$194,000.00	\$146,312.19	\$47,687.81	\$5,430.00	4128-520	DW-9, BELT-3, GC-3
Twin Lake Outlet Easement Acquisition, Permitting, Construction Plans (2020)	\$90,000.00	\$72,989.87	\$17,010.13	\$680.00	4128-520	DW-9
Place holder for feas. study (other) recommendations	\$25,000.00	\$0.00	\$25,000.00		4128-520	
CIP Project Repair & Maintenance						
Routine CIP Inspection and Unplanned Maintenance Identification	\$75,000.00	\$65,341.55	\$9,658.45	\$13,021.86	4128-516	DW-5
Beltline 5-year Inspection	\$70,000.00	\$18,886.32	\$51,113.68	\$991.00	4128-516	BELT-2
2021 CIP Maintenance and Repairs	\$150,000.00	\$119,943.84	\$30,056.16	\$4,598.21	4128-516	DW-5
2022 CIP Maintenance and Repairs (planning, bidding, and project setup)	\$30,000.00	\$0.00	\$30,000.00		4128-516	DW-5

TOTAL PAYABLE FOR PERIOD 06/19/21 - 7/16/21

\$87,865.84

Barr declares under the penalties of Law that this Account,
Claim, or Demand is just and that no part has been paid.


Bradley J. Lindaman, Vice President

2021 Capitol Improvemet Project (CIP) Progress Payment Number 4

1.0	Total Completed Through This Period:	<u>\$385,388.43</u>	
2.0	Total Completed Previously Completed:		<u>\$356,850.63</u>
3.0	Total Completed This Period:		<u>\$28,537.80</u>
4.0	Amount Previously Retained:	<u>\$17,842.53</u>	
5.0	Amount Retained This Period (See Note 1):		<u>\$1,426.89</u>
6.0	Total Amount Retained (See Note 2):	<u>\$19,269.42</u>	
7.0	Retainage Released Through This Period:		<u>\$0.00</u>
8.0	Total Retainage Remaining:	<u>\$19,269.42</u>	
9.0	Amounts Previously Paid:	<u>\$339,008.10</u>	
10.0	Amount Due This Estimate:		<u><u>\$27,110.91</u></u>

Note 1: Retainage shall be 5 percent of the value of the Work completed.

SUBMITTED BY:

Name: Jason Fitzgerald Date: _____
Title: President
Contractor: Fitzgerald Excavating & Trucking, Inc.

Signature: _____

RECOMMENDED BY:

Name: Brad Lindaman Date: _____
Title: District Engineer
Engineer: Barr Engineering Company

Signature: _____

APPROVED BY:

Name: Lawrence Swope Date: _____
Title: President
Owner: Ramsey-Washington Metro Watershed District

Signature: _____

2021 Capital Improvement Project (CIP)
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through July 20th, 2021 for Progress Payment Number 4

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
General											
1.04.A	Mobilization/Demobilization	L.S.	1	55,000.00	55,000.00	0.75	\$41,250.00	0.8	\$41,250.00	0.0	\$0.00
1.04.B	Control of Water	L.S.	1	3,000.00	3,000.00	0.75	\$2,250.00	0.8	\$2,250.00	0.0	\$0.00
1.04.K	Traffic Control	L.S.	1	8,000.00	8,000.00	0.75	\$6,000.00	0.75	\$6,000.00	0	\$0.00
Site 1 - Tamarack Swamp, Woodbury (PFS Basins Cleaning/Sweeping)											
1.04 G	Sediment Log (9-Inch Diameter)	L.F.	60	2.00	120.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	54	38.00	2,052.00	54	\$2,052.00	54	\$2,052.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	92	10.00	920.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 H	Paver Sweeping (1,400 S.Y.)	S.Y.	1,400	3.00	4,200.00	1400.00	\$4,200.00	1400	\$4,200.00	0	\$0.00
1.04 J	Clear Washed Filter Rock	TON	10	40.00	400.00	0.00	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	100	1.00	100.00	100	\$100.00	100	\$100.00	0	\$0.00
Site 2 - 5th Street Wetland, Oakdale (Wetland Weir Maintenance)											
1.04. K	Permeable Weir Maintenance (Reopening Drainage Slots and Remove all Brush and Debris)	L.F.	65	10.00	650.00	65	\$650.00	65	\$650.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	210	1.00	210.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 3 - Tanners Wetland, Oakdale (Wetland Weir Maintenance)											
1.04. K	Permeable Weir Maintenance (Reopening Drainage Slots and Remove all Brush and Debris)	L.F.	580	10.00	5,800.00	580	\$5,800.00	580	\$5,800.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	210	1.00	210.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 4 - Gervais Mill Park, Little Canada (Mill Pond Filter Maintenance)											
1.04 N	Flotation Silt Curtain	L.F.	45	15.00	675.00	90	\$1,350.00	90	\$1,350.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	100	3.00	300.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 I	Remove Existing 1-1/2 inch to 2-inch Filter Rock	L.S.	1	3,500.00	3,500.00	1	\$3,500.00	1	\$3,500.00	0	\$0.00
1.04 J	Clear Washed Filter Rock	TON	50	45.00	2,250.00	35	\$1,572.75	34.95	\$1,572.75	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	400	1.00	400.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 5 - Lower Afton Road, Maplewood (Drainageway Sediment Removal)											
1.04 O	Construction Entrance	EACH	1	500.00	500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 P	Temporary Rock Filter Dike	TON	10	25.00	250.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	45	3.00	135.00	45	\$135.00	45	\$135.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	75	35.00	2,625.00	75	\$2,625.00	75	\$2,625.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	127	16.00	2,032.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	210	1.00	210.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 6 - ABI Diversion Manhole, Oakdale (Weir Repair)											
1.04 O	Construction Entrance	EACH	1	500.00	500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 G	Sediment Log (9-Inch Diameter)	L.F.	50	2.00	100.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	12	35.00	420.00	12	\$420.00	12	\$420.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	20	17.00	340.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 S	Remove and Replace Top Slab Water Control Structure, Remove Existing Concrete Weir and Rebuild Concrete Weir	L.S.	1	12,000.00	12,000.00	1	\$12,000.00	1	\$12,000.00	0	\$0.00
1.04 T	Remove and Replace Bituminous Trail Pavement	S.Y.	20	25.00	500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site and Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	100	1.00	100.00	0	\$0.00	0	\$0.00	0	\$0.00

2021 Capital Improvement Project (CIP)
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through July 20th, 2021 for Progress Payment Number 4

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
Site 7 - Bailey Nursery, Newport (Storm Sewer Repair)											
1.04 U	Removal of RCP Storm Sewer Pipe	L.F.	16	28.00	448.00	16	\$448.00	16	\$448.00	0	\$0.00
1.04 V	Precast Reinforced Concrete Pipes	L.F.	16	95.00	1,520.00	16	\$1,520.00	16	\$1,520.00	0	\$0.00
1.04 W	Connection to Manhole Structure	EACH	2	1,000.00	2,000.00	2	\$2,000.00	2	\$2,000.00	0	\$0.00
1.04 HH	MN/DOT Class III Riprap with Type IV Geotextile Filter Fabric	TON	25	40.00	1,000.00	37	\$1,470.80	0	\$0.00	36.77	\$1,470.80
1.04 F	Site and Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	100	4.00	400.00	100	\$400.00	100	\$400.00	0	\$0.00
Site 8 - Kohlman Basin, Maplewood (Permeable Weirs Upflow Treatment Cells)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 X	Remove, Salvage, and Replace Existing Treatment Materials for Construction of Cell Structures	C.Y.	12	100.00	1,200.00	12	\$1,200.00	12	\$1,200.00	0	\$0.00
1.04 Y	Construct Upflow Treatment Cell Structure	EACH	2	9,000.00	18,000.00	2	\$18,000.00	2	\$18,000.00	0	\$0.00
1.04 GG	Filter Fabric MN/DOT Type 5	S.Y.	32	2.00	64.00	32	\$64.00	32	\$64.00	0	\$0.00
1.04 Z	3-inch PVC Schedule 40 Piping and Fittings	L.F.	60	25.00	1,500.00	60	\$1,500.00	60	\$1,500.00	0	\$0.00
1.04 AA	Valterra Knife Gate	EACH	2	800.00	1,600.00	2	\$1,600.00	2	\$1,600.00	0	\$0.00
1.04 BB	Pea Gravel Bedding	TON	4	10.00	40.00	4	\$40.00	4	\$40.00	0	\$0.00
1.04 CC	Limerock (CC17)	TON	8	40.00	320.00	8	\$320.00	8	\$320.00	0	\$0.00
1.04 F	Site Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	200	1.00	200.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 9 - Willow Pond, Roseville (CMAC Drain Pipe Installation)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	112	3.00	336.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 G	Sediment Log (9-Inch Diameter)	L.F.	350	4.00	1,400.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 DD	Furnish and Install 4-inch PVC Drainpipe SDR 35	L.F.	205	30.00	6,150.00	205	\$6,150.00	205	\$6,150.00	0	\$0.00
1.04 W	Connection to Manhole Structure	EACH	2	2,000.00	4,000.00	2	\$4,000.00	2	\$4,000.00	0	\$0.00
1.04 F	Site Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	540	1.00	540.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 10a - Owasso Basin, Little Canada (Perimeter Berm Raise with Grading and Restoration)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 R	Removal of Trees, Brush, and Debris (Disposal Off Site)	L.S.	1	3,500.00	3,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 EE	Strip and Salvage Topsoil	C.Y.	150	10.00	1,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 MM	Berm Fill Material Borrow	C.Y.	265	20.00	5,300.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 KK	Replace Salvaged Topsoil	C.Y.	150	10.00	1,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 LL	Topsoil Borrow	C.Y.	60	20.00	1,200.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	1,500	4.00	6,000.00	1,817	\$7,268.00	0	\$0.00	1817	\$7,268.00

2021 Capital Improvement Project (CIP)
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through July 20th, 2021 for Progress Payment Number 4

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
Site 10b - Owasso Basin, Little Canada (Channel Cleaning and Grading)											
1.04 O	Construction Entrance	EACH	2	2,000.00	4,000.00	2	\$4,000.00	2	\$4,000.00	0	\$0.00
1.04 R	Removal of Trees, Brush, and Debris (Disposal Off Site)	L.S.	1	45,000.00	45,000.00	1	\$45,000.00	1	\$45,000.00	0	\$0.00
1.04 EE	Strip and Salvage Topsoil	C.Y.	170	10.00	1,700.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	312	20.00	6,240.00	312	\$6,240.00	312	\$6,240.00	0	\$0.00
1.04 NN	Remove Sheet Pile Water Control Weir, Pipe and Riprap	L.S.	1	5,000.00	5,000.00	1	\$5,000.00	1	\$5,000.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	3,640	28.00	101,920.00	2,730	\$76,440.00	2730	\$76,440.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	6,152	14.00	86,128.00	1,850	\$25,902.66	1850.19	\$25,902.66	0	\$0.00
1.04 KK	Replace Salvaged Topsoil	C.Y.	170	10.00	1,700.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 LL	Topsoil Borrow	C.Y.	160	20.00	3,200.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	3,275	1.00	3,275.00	2,500	\$2,500.00	2500	\$2,500.00	0	\$0.00
Site 11 - Round Lake Pond, Little Canada (Pond Cleanout)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 OO	Protection of Existing Trees, Landscaping, and Trail	L.S.	1	500.00	500.00	1	\$500.00	1	\$500.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	62	20.00	1,240.00	62	\$1,240.00	62	\$1,240.00	0	\$0.00
1.04 N	Flotation Silt Curtain	L.F.	85	10.00	850.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	75	30.00	2,250.00	75	\$2,250.00	75	\$2,250.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	127	16.00	2,032.00	69	\$1,096.96	68.56	\$1,096.96	0	\$0.00
1.04 HH	MN/DOT Class III Riprap with Type IV Geotextile Filter Fabric	TON	31	50.00	1,550.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	300	2.00	600.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 12 - Margaret Pond, North St. Paul (Pond Cleanout)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 R	Removal of Trees, Brush, and Debris (Disposal Off Site)	L.S.	1	2,000.00	2,000.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 N	Flotation Silt Curtain	L.F.	80	15.00	1,200.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 U	Removal of 30-inch RCP Storm Sewer Pipe	L.F.	42	40.00	1,680.00	42	\$1,680.00	42	\$1,680.00	0	\$0.00
1.04 PP	Remove Curb and Gutter	L.F.	20	5.00	100.00	20	\$100.00	20	\$100.00	0	\$0.00
1.04 QQ	Remove and Disposal of Drainage Structure Manhole	EACH	2	500.00	1,000.00	2	\$1,000.00	2	\$1,000.00	0	\$0.00
1.04 FF	Sawcut Bituminous Pavement	L.F.	56	4.00	224.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 RR	Remove Bituminous Pavement	S.Y.	20	5.00	100.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 II	Aggregate Base Class 5	TON	8	25.00	187.50	0	\$0.00	0	\$0.00	0	\$0.00
1.04 JJ	Bituminous Wear Coarse (Including Tack Coat)	TON	3	100.00	300.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 SS	Remove Concrete Sidewalk	S.F.	80	5.00	400.00	80	\$400.00	80	\$400.00	0	\$0.00
1.04 TT	Coarse Filter Material	TON	17	25.00	425.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 V	Furnish and Install 36-inch RCP Class III	L.F.	50	200.00	10,000.00	58	\$11,600.00	58	\$11,600.00	0	\$0.00
1.04 UU	36-inch Reinforced Concrete Flared End Section	EACH	1	4,000.00	4,000.00	1	\$4,000.00	1	\$4,000.00	0	\$0.00
1.04 W	Connect to Manhole Structure	EACH	2	2,000.00	4,000.00	2	\$4,000.00	2	\$4,000.00	0	\$0.00
1.04 VV	Construct Drainage Structure Design 84-4020	L.F.	9	1,200.00	10,800.00	9	\$10,800.00	9	\$10,800.00	0	\$0.00
1.04 WW	Construct Drainage Structure Design Special	EACH	1	5,000.00	5,000.00	1	\$5,000.00	1	\$5,000.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	130	35.00	4,550.00	130	\$4,550.00	130	\$4,550.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	220	16.00	3,520.00	191	\$3,057.76	191.11	\$3,057.76	0	\$0.00
1.04 HH	MN/DOT Class III Riprap (Field Stone)	TON	59	75.00	4,425.00	36	\$2,668.50	35.58	\$2,668.50	0	\$0.00
1.04 XX	8-inch Concrete Walk	S.F.	80	15.00	1,200.00	80	\$1,200.00	80	\$1,200.00	0	\$0.00
1.04 YY	Concrete Curb and Gutter Design B612	L.F.	20	30.00	600.00	20	\$600.00	20	\$600.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	500	1.00	500.00	500	\$500.00	500	\$500.00	0	\$0.00

2021 Capital Improvement Project (CIP)
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through July 20th, 2021 for Progress Payment Number 4

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
Site 13 - McKnight Basin, Maplewood (Erosion/Sink Hole Repairs)											
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	122	10.00	1,220.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 ZZ	Fill Existing Sink Holes (Including Fill Materials/Topsoil)	L.S.	1	6,000.00	6,000.00	1	\$6,000.00	1	\$6,000.00	0	\$0.00
1.04 HH	MN/DOT Class III Riprap with Type IV Geotextile Filter Fabric	TON	10	50.00	500.00	18	\$875.00	0	\$0.00	17.5	\$875.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	244	4.00	976.00	244	\$976.00	244	\$976.00	0	\$0.00
Site 14 - Grass Lake Emergency Overflow, Shoreview (Pavers along Bituminous Trail)											
1.04 G	Sediment Log (9-Inch Diameter)	L.F.	75	4.00	300.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	112	10.00	1,120.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 AAA	Remove and Replenish Existing Riprap	L.S.	1	1,500.00	1,500.00	1	\$1,500.00	0	\$0.00	1	\$1,500.00
1.04 II	Class 5 Aggregate Base or (Engineer-Approved Class 7 Recycled Material)	TON	2	25.00	50.00	2	\$50.00		\$0.00	2	\$50.00
1.04 BBB	Remove, Salvage, and Replace Existing Class 5	L.S	1	1,200.00	1,200.00	1	\$1,200.00	0	\$0.00	1	\$1,200.00
1.04 CCC	Furnish and Install Turfstone Pavers (Includes bedding sand and edge restraints)	S.F.	266	39.00	10,374.00	266	\$10,374.00	0	\$0.00	266	\$10,374.00
1.04 LL	Topsoil Borrow (Fill In Pavers)	C.Y.	2	20.00	40.00	2	\$40.00	0	\$0.00	2	\$40.00
1.04 F	Site Restoration (Seeding Paver Voids, Disturbed Area and Erosion Control Blanket)	S.Y.	40	4.00	160.00	40	\$160.00	0	\$0.00	40	\$160.00
Contract Base Extensions =				\$518,053.50		\$372,386.43		\$349,448.63		\$22,937.80	
Change Order 1											
C.O.1.A	Bailey Nursery Reset Existing Structure	L.S.	1	4,000.00	4,000.00	1	\$4,000.00	1	\$4,000.00	0	\$0.00
Change Order 2											
C.O.2.A	Additional Earthwork for North St. Paul	C.Y.	252	13.50	3,402.00	252	\$3,402.00	252	\$3,402.00	0	\$0.00
Change Order 3											
C.O.3.A	Grass Lake Emergency Overflow Repair	L.S.	1	5,600.00	5,600.00	1	\$5,600.00	0	\$0.00	1	\$5,600.00

Change Order Extensions = \$13,002.00 \$13,002.00 \$7,402.00 \$5,600.00

Contract Grand Total = \$531,055.50 \$385,388.43 \$356,850.63 \$28,537.80

Galowitz Olson, PLLC
10390 39th Street North
Lake Elmo, Minnesota 55042
Office: (651) 777-6960
Fax: (651) 777-8937

Ramsey-Washington Metro Watershed District
C/O Tina Carstens
2665 Noel Drive
Little Canada MN 55117

Page: 1
July 21, 2021
File No: 9M

	Balance
General Account	\$882.00
Target East St. Paul	\$943.00
	<u>\$1,825.00</u>

Permit Application Coversheet

Date August 04, 2021

Project Name 3M B227 Ramp Demolition

Project Number 21-21

Applicant Name Melynda Jensen, 3M

Type of Development Park/Green Space

Property Description

This project is located on the south side of the 3M campus, at Innovation Blvd & 14th St in the City of Maplewood. The applicant is proposing to demolish an existing parking ramp, reconstruct curb and gutter, and restore the site as a vegetated open space. The total site area is 2.63 acres. The project reduces impervious area by almost 2 acres and will utilize banked credits to treat the small amount of reconstructed impervious area proposed (0.13 acre) in the amount of 530 cubic feet.

Watershed District Policies or Standards Involved:

- | | |
|--|---|
| <input type="checkbox"/> <i>Wetlands</i> | <input checked="" type="checkbox"/> <i>Erosion and Sediment Control</i> |
| <input checked="" type="checkbox"/> <i>Stormwater Management</i> | <input type="checkbox"/> <i>Floodplain</i> |

Water Quantity Considerations

There are no water quantity considerations.

Water Quality Considerations

Short Term

The proposed erosion and sediment control plan is sufficient to protect downstream water resources during construction.

Long Term

The proposed stormwater management plan is sufficient to protect the long term quality of downstream water resources.

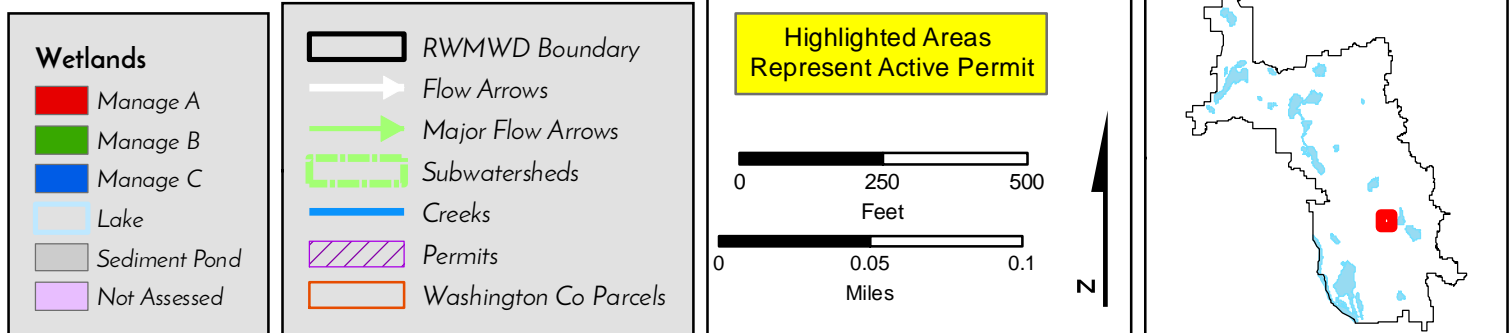
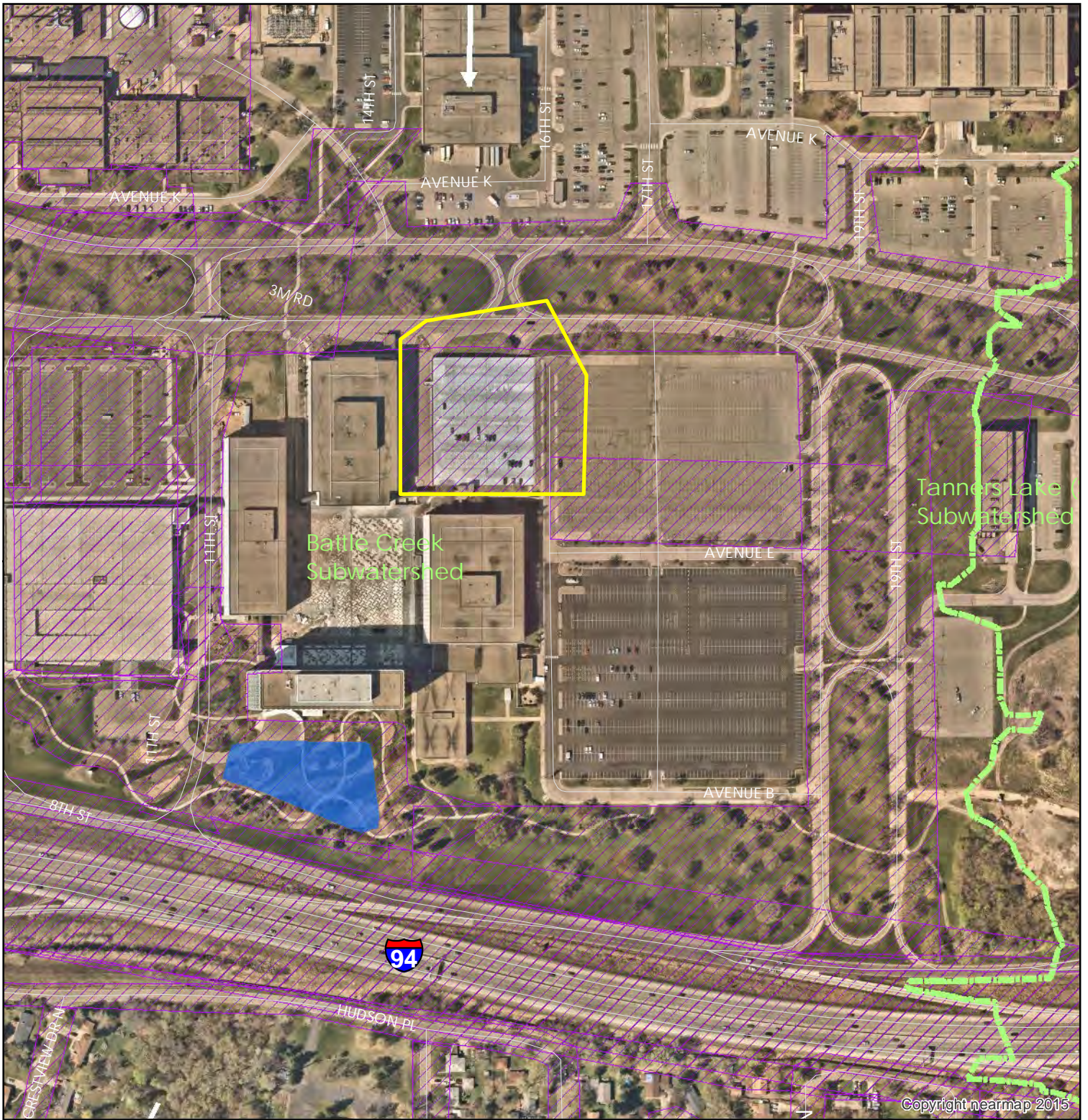
Staff Recommendation

Staff recommends approval of this permit with the special provisions.

Attachments:

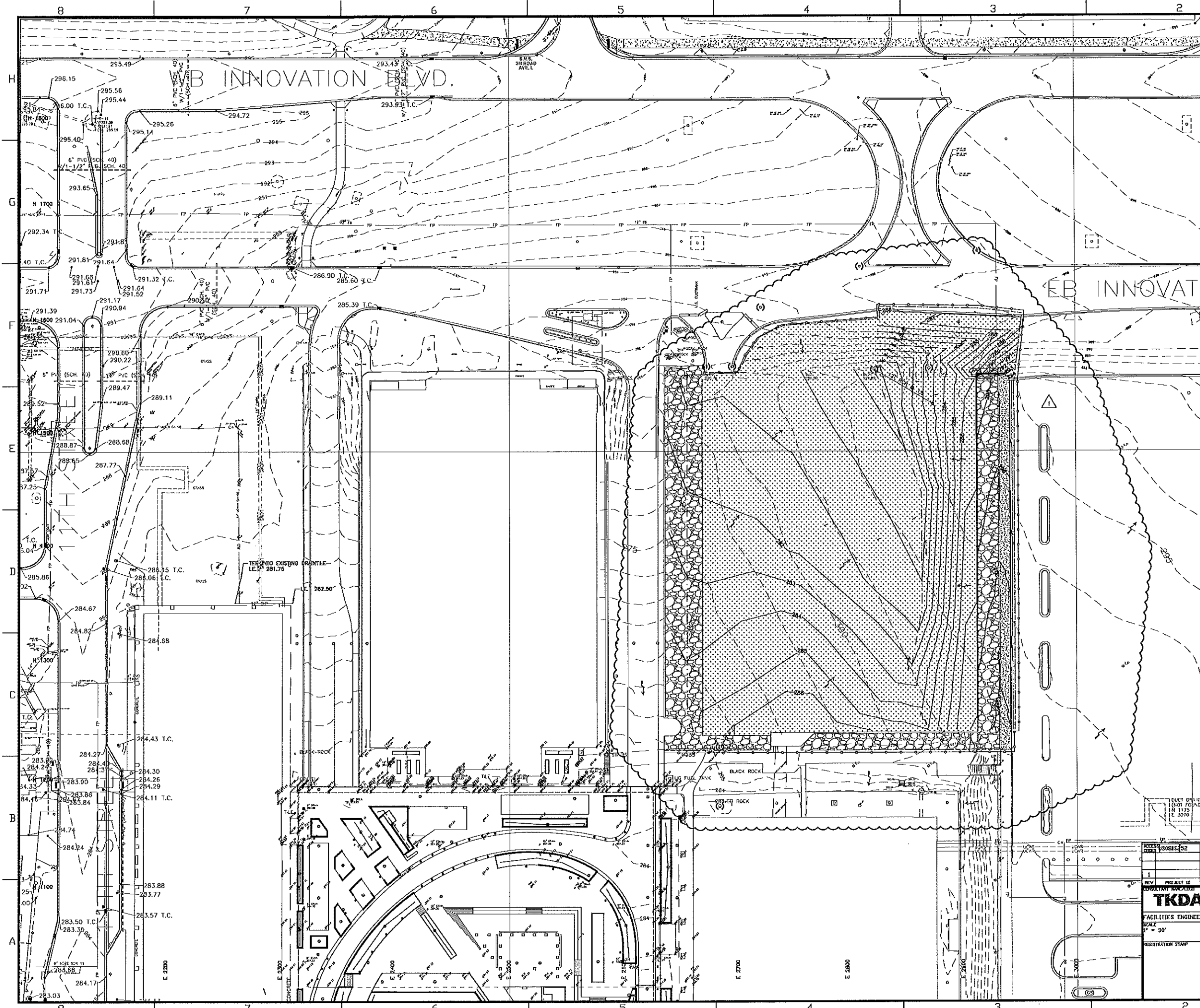
- ☒ Project Location Map
- ☒ Project Grading Plan

#21-21 3M B227 Ramp Demolition



Special Provisions

1. The applicant shall submit the escrow fee of \$13,150.
2. The applicant shall submit the final, signed plans set.
3. The applicant shall add notes to the plans:
 - A. Notify Nicole Soderholm, Ramsey-Washington Metro Watershed District, at 651-792-7976 prior to construction activity in order to schedule an initial SWPPP inspection.
 - B. The specified erosion and sediment control practices are the minimum. Additional practices may be required during the course of construction.
4. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the SWPPP.
5. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.



- EROSION AND SEDIMENT CONTROL NOTES**
1. INSTALL SEDIMENT CONTROL MEASURES PRIOR TO LAND DISTURBING OPERATIONS. CONTRACTOR SHALL SCHEDULE A BMP INSPECTION WITH THE CITY OF MAPLEWOOD (651-248-2400) PRIOR TO STARTING ANY LAND DISTURBING ACTIVITIES.
 2. EASC MEASURES TO REMAIN IN PLACE UNTIL 70% VEGETATIVE COVER IS ACHIEVED.
 3. CONTRACTOR SHALL REMOVE EASC MEASURES AT REQUIRED STABILIZATION AND DISPOSE OF OR STOCKPILE FOR REUSE ACCORDING TO NOTICE OF TERMINATION REQUIREMENTS, OR PRIOR TO SUBSEQUENT CONSTRUCTION PHASE.
 4. MINIMIZE DISTURBED AREAS FOR CONSTRUCTION AND STAGNO AND DELINEATE W/SILT FENCE AS NECESSARY TO CONTAIN DISTURBED AREA RUNOFF.
 5. MAINTAIN 75' LONG, 12" WIDE MIN., 6" THICK (1"-2") STONE CONSTRUCTION EXIT PAD AS NEEDED TO MINIMIZE TRACKING ONTO ROADWAYS. SEE SWPPP (C-013P) FOR STREET SWEEPING MEASURES AS NECESSARY.
 6. TEMPORARY FILL MATERIAL, DRAINAGE SWALES AND TOPSOIL STOCKPILES SHALL BE STABILIZED W/ SEED AND MULCH. ALL SLOPES $\geq 4:1$: 1V SHALL HAVE A WHOLE CATEGORY 3 EROSION CONTROL BLANKET INSTALLED.
 7. CONTRACTOR SHALL PROVIDE TEMPORARY STABILIZATION FOR DISTURBED AREAS W/IN 7 DAYS OF COMPLETION OR SUSPENSION OF LAND DISTURBING ACTIVITIES.
 8. CONTRACTOR SHALL BE RESPONSIBLE FOR SUPPLEMENTAL STABILIZATION OR EROSION AREA RECONSTRUCTION TO ENSURE COMPLIANCE W/ NPDES PERMIT REQUIREMENTS FOR PERMIT TERMINATION (70% VEGETATIVE COVER BY SURFACE AREA) AS DESCRIBED IN THE PROJECT STORMWATER POLLUTION PREVENTION PLAN. SEE SHEET C-013P FOR PROJECT SWPPP.
 9. CONTRACTOR SHALL TEMPORARILY AND PERMANENTLY RESTORE ALL DISTURBED AREAS, MATERIAL STOCKPILE AREAS, STAGNO AND LAYDOWN AREAS AND EXCAVATION AREAS AS NOTED. REFERENCE WHOLE SPEC. 2575.3 FOR APPLICATION FOLLOWING CONSTRUCTION ACTIVITIES.
 10. STABILIZE UP-GRADE 200 FEET, CONNECTED OFF-SITE DISCHARGE LOCATIONS WITHIN 24 HOURS OF INFRASTRUCTURE CORRECTION. SEE PROJECT SWPPP (C-013P) AND NPDES PERMIT REQUIREMENTS.
 11. CONTACT THE RAMSEY WASHINGTON WATERSHED DISTRICT PRIOR TO STARTING ANY LAND DISTURBING ACTIVITIES. PHONE CONTACT: REGIE SOEDERHJAL, 651-792-7076.
 12. ALL E & SO MEASURES SHOWN ON THIS SHEET ARE FOR THE CONTRACTOR'S REFERENCE. IT IS THE CONTRACTOR'S RESPONSIBILITY TO INSTALL E & SO MEASURES TO COMPLY WITH ALL PERMITS.
 13. THE SHOWN EROSION AND SEDIMENT CONTROL MEASURES SHOWN ARE A MINIMUM. ADDITIONAL MEASURES MAY BE REQUIRED DURING THE COURSE OF CONSTRUCTION.

LEGEND:

- CONCRETE SIDEWALK
SEE DET. 1/6/20A
- BITUMINOUS PAVEMENT
SEE DET. 1/6/20A
- TURF ESTABLISHMENT
- LANDSCAPE ROCK
- PERIMETER CONTROL, SILT FENCE SEE DET. 4/01/20
OR SEDIMENT CONTROL, LOG SEE DET. 2/01/20
- APPROXIMATE CONSTRUCTION LIMITS
- INLET PROTECTION
SEE DET. 5/01/20
- DRAINAGE DIRECTION
- TREE PROTECTION
SEE DET. 1/01/20

ISSUED FOR PERMIT REVIEW
NOT FOR CONSTRUCTION
07-14-2021

PROJECT NO. 07-14-21		DATE 07-14-21		DESCRIPTION (TKDA) B227 RAMP DEMOLITION IFP		DRAWN BY JTV/AMK	
REV. PRELIMINARY		DATE		DESCRIPTION		DATE	
1		07-14-21		TKDA B227 RAMP DEMOLITION IFP		07-14-21	
FACILITIES ENGINEERING		DATE		DATE		DATE	
SCALE 1" = 30'		DATE		DATE		DATE	
REGISTRATION STAMP		U.S. CERTIFICATION		DATE		DATE	
TITLE		PROJECT NO.		DATE		DATE	
EROSION AND SEDIMENT CONTROL PLAN		B227 RAMP DEMOLITION		DATE		DATE	
ST. PAUL, MINN.		DATE		DATE		DATE	
STPA-888-C-220E		DATE		DATE		DATE	

Permit Application Coversheet

Date August 04, 2021

Project Name 748 Bielenberg Medical Office Building

Project Number 21-22

Applicant Name Jennifer Williams, MSP Commercial

Type of Development Office

Property Description

This project is located on the northwest corner of Tamarack Road and Bielenberg Drive in the City of Woodbury. The applicant is proposing to construct a medical office building with associated parking and sidewalks. The total site area is 2.41 acres. This site is part of a common plan of development 'Tamarack PUD' (Permit #06-29). Stormwater treatment was constructed with the original permit to meet the District's rules at the time. Since treatment volumes and rainfall depths have increased since then, the applicant is proposing additional treatment in the form of an above-ground infiltration basin and underground infiltration system to meet current requirements. Pretreatment will include a vegetated swale and Rain Guardian inlets.

Watershed District Policies or Standards Involved:

- | | |
|--|---|
| <input type="checkbox"/> <i>Wetlands</i> | <input checked="" type="checkbox"/> <i>Erosion and Sediment Control</i> |
| <input checked="" type="checkbox"/> <i>Stormwater Management</i> | <input type="checkbox"/> <i>Floodplain</i> |

Water Quantity Considerations

The proposed stormwater management plan is sufficient to handle the runoff from the site.

Water Quality Considerations

Short Term

The proposed erosion and sediment control plan is sufficient to protect downstream water resources during construction.

Long Term

The proposed stormwater management plan is sufficient to protect the long term quality of downstream water resources.

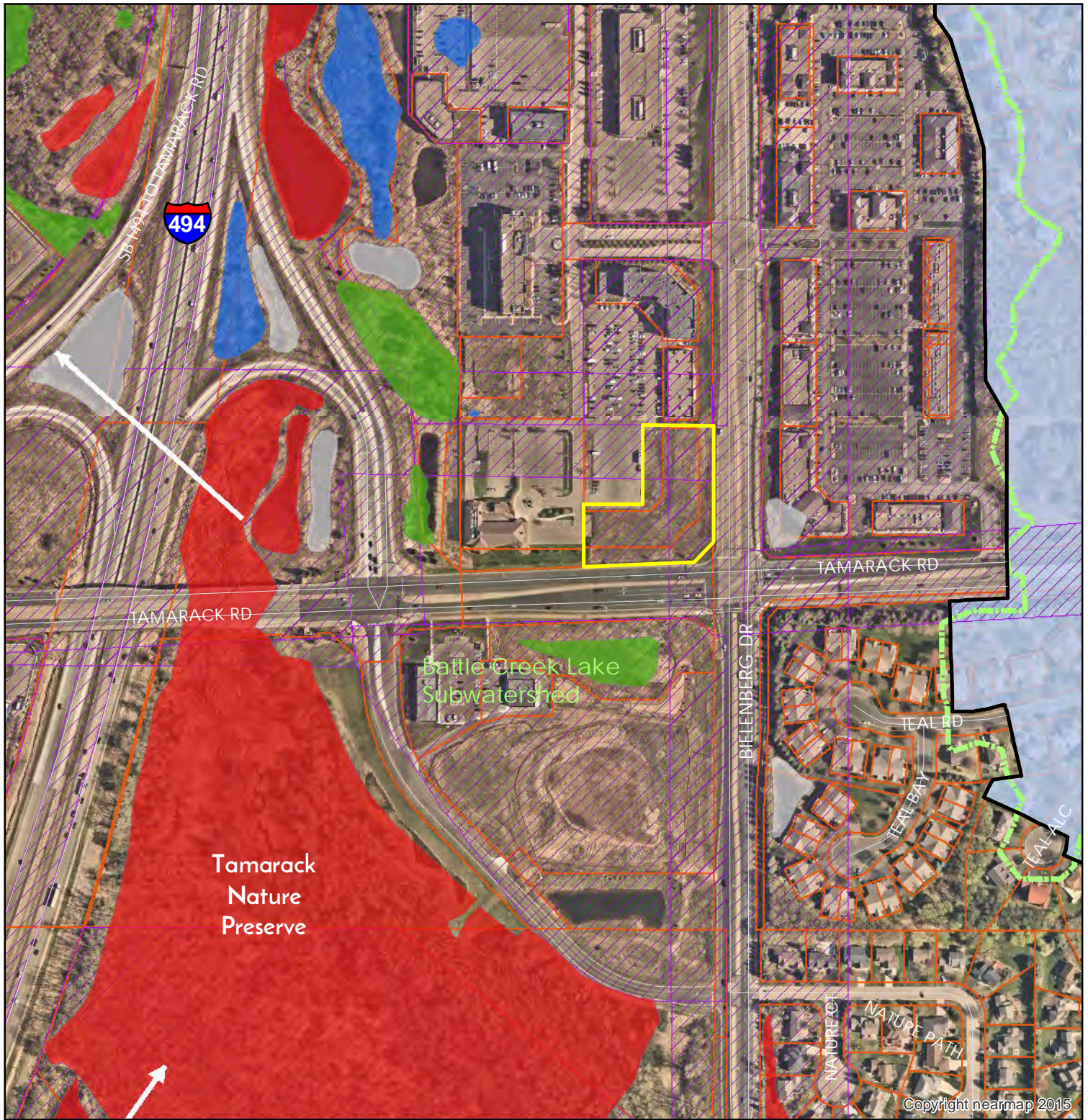
Staff Recommendation

Staff recommends approval of this permit with the special provisions.

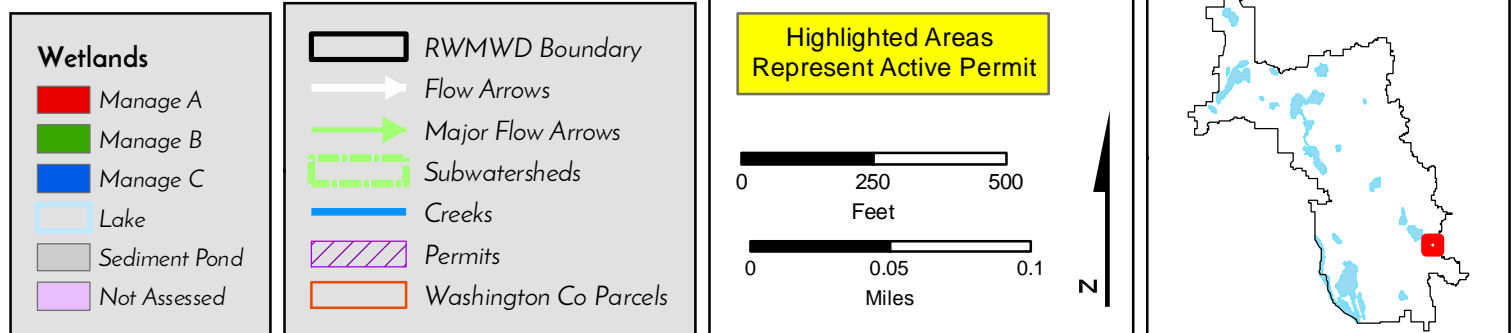
Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan

#21-22 748 Bielenberg Medical Office Building

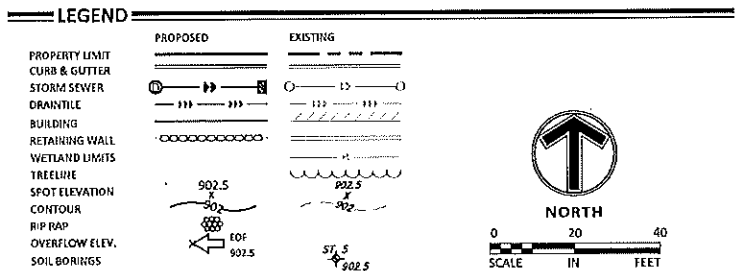
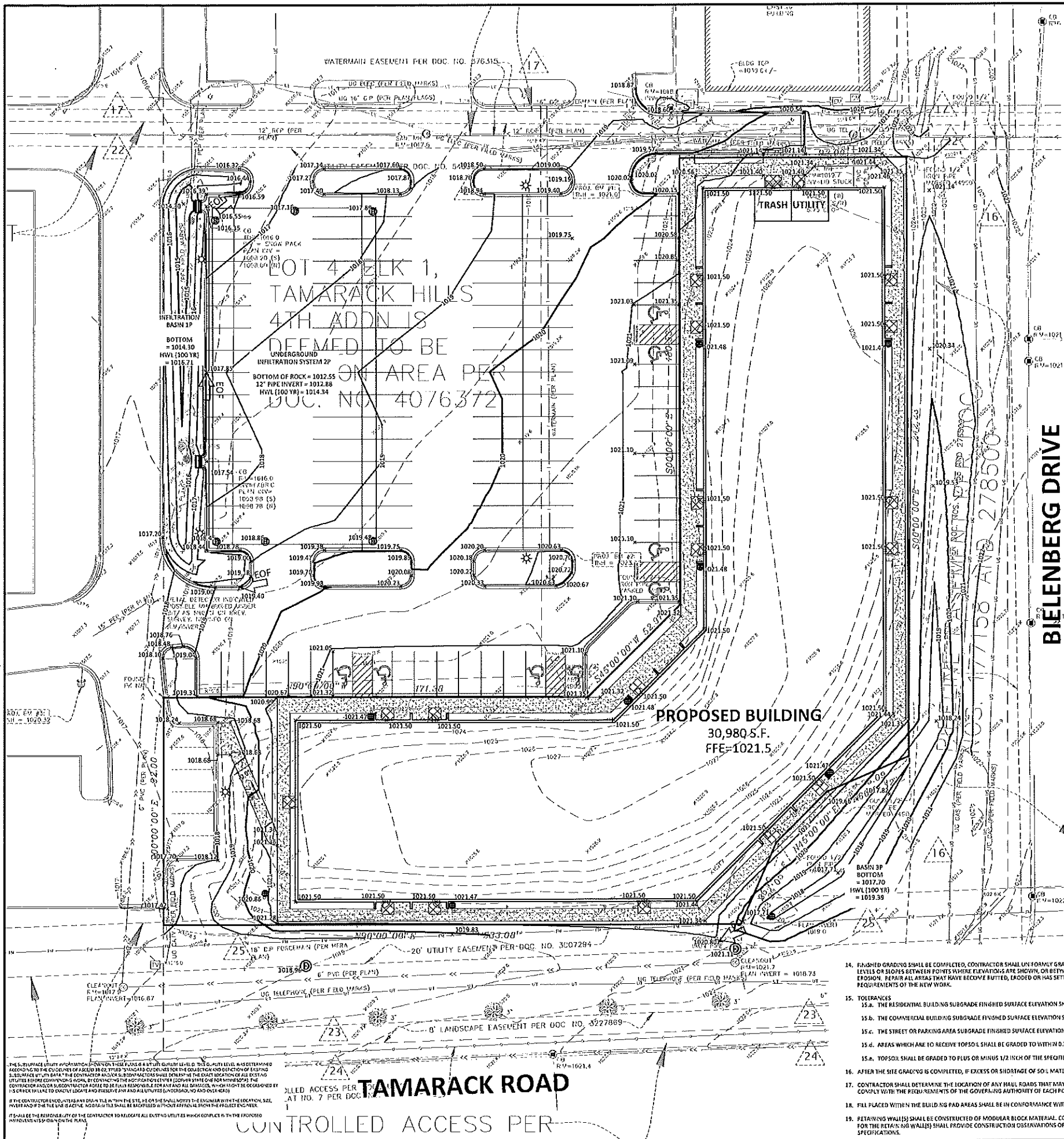


Note: Shaded area is outside RWMWD



Special Provisions

1. The applicant shall update the plans to be consistent with the model submitted:
 - A. The emergency overflow (EOF) from the basin should be 1016.5'.
2. The applicant shall submit the final, signed plans set.
3. The applicant shall submit the signed stormwater maintenance agreement.
4. The applicant shall submit the draft, site-specific BMP Operations & Maintenance Plan.
5. The applicant shall submit contact information for the trained erosion control coordinator responsible for the Stormwater Pollution Prevention Plan (SWPPP).
6. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit for the project.



11. EXISTING TREES AND OTHER NATURAL VEGETATION WITHIN THE PROJECT AND/OR ADJACENT TO THE PROJECT ARE OF PRIME CONCERN TO THE CONTRACTOR'S OPERATIONS AND SHALL BE A RESTRICTED AREA. CONTRACTOR SHALL PROTECT TREES TO REMAIN AT ALL TIMES. EQUIPMENT SHALL NOT BE OPERATED UNDER NEARBY TREES AND EXTREME CAUTION SHALL BE EXERCISED WHEN WORKING ADJACENT TO TREES. SHOULD ANY PORTION OF THE TREE BRANCHES REQUIRE REMOVAL TO PERMIT OPERATION OF THE CONTRACTOR'S EQUIPMENT, CONTRACTOR SHALL OBTAIN THE SERVICES OF A PROFESSIONAL TREE TRIMMING SERVICE TO TRIM THE TREES PRIOR TO THE BEGINNING OF OPERATION. SHOULD CONTRACTOR'S OPERATIONS RESULT IN THE BREAKING OF ANY LIMBS, THE BROKEN LIMBS SHOULD BE REMOVED IMMEDIATELY AND CUTS SHALL BE PROPERLY PROTECTED TO MINIMIZE ANY LASTING DAMAGE TO THE TREE. NO TREES SHALL BE REMOVED WITHOUT AUTHORIZATION BY THE ENGINEER. COSTS FOR TRIMMING SERVICES SHALL BE CONSIDERED INCIDENTAL TO THE GRADING CONSTRUCTION AND NO SPECIAL PAYMENT WILL BE MADE.
- 11.a. RESTRICTED AREAS SHALL INCLUDE ALL DESIGNATED TREED AREAS OUTSIDE OF THE DESIGNATED CONSTRUCTION ZONE. ALL VEGETATION WITHIN THE RESTRICTED AREAS SHALL REMAIN.
- 11.b. CONTRACTOR SHALL RESTRICT ALL GRADING AND CONSTRUCTION ACTIVITIES TO AREAS DESIGNATED ON THE PLANS. ACTIVITIES WITHIN THE CONSTRUCTION ZONE MAY BE RESTRICTED TO A NARROWER WIDTH IN THE FIELD TO SAVE ADDITIONAL TREES AS DIRECTED BY THE OWNER.
- 11.c. ACTIVITIES PROHIBITED OUTSIDE OF THE CONSTRUCTION BOUNDARIES WOULD INCLUDE, BUT NOT BE LIMITED TO, SOIL AND OTHER MATERIAL STOCKPILING, EQUIPMENT OR MACHINERY STORAGE, DIVULG OF ANY VEHICLE, LEAKAGE OR SPILLAGE OF ANY "WASHOUT" OR OTHER TOXIC MATERIAL. THE COLLECTION OF OTHER DEBRIS AND SOIL SHALL BE IN AN AREA DETERMINED ON-SITE BY THE ENGINEER.
- 11.d. ALL RESTRICTED AREAS SHALL BE FENCED OFF WITH BRIGHT ORANGE POLYETHYLENE SAFETY NETTING AND STEEL STAKES AS SHOWN ON THE TREE PROTECTION DETAIL. AT NO TIME SHALL THIS FENCING BE REMOVED OR ACTIVITY OF ANY KIND TAKE PLACE WITHIN IT. FINAL PLACEMENT OF ALL PROTECTIVE FENCING SHALL BE COMPLETE BEFORE ANY WORK COMMENCES ON-SITE.
- 11.e. BEFORE COMMENCING WITH ANY EXCAVATION CONTRACTOR SHALL COMPLETE ALL PREPARATORY WORK REGARDING TREE REMOVAL, ROOT PRUNING, TREE PRUNING AND STUMP REMOVAL TO THE SATISFACTION OF THE OWNER.
- 11.f. PREPARATORY WORK SHALL INCLUDE THE FOLLOWING AND SHALL BE COMPLETED UNDER THE DIRECT SUPERVISION OF THE OWNER'S REPRESENTATIVE:
- 11.f.a. TREE REMOVAL: CONTRACTOR SHALL FELL THE TREES. AT NO TIME SHALL TREES BE BULDOZED OUT, BUT SHALL BE CUT DOWN AND STUMPS REMOVED SEPARATELY. PRIOR TO THE FELLING OF ALL TREES, PROPER REMOVAL OF A PORTION OR ALL OF THE CANOPY SHALL BE COMPLETED SO THAT TREES IN THE RESTRICTED AREAS SHALL NOT BE INJURED IN THE PROCESS.
- 11.f.b. ROOT PRUNING: BEFORE ANY STUMPS ARE TO BE REMOVED, ALL ROOTS SHALL BE SEVERED FROM ROOTS IN THE RESTRICTED AREAS BY SAW CUTTING WITH A WIRELESS DESIGNED FOR ROOT PRUNING, BY HAND, OR WITH A CHAINSAW. TREE ROOTS PROJECTING INTO THE CONSTRUCTION ZONE SHALL BE EXPOSED PRIOR TO ROOT PRUNING WITH SMALL MACHINERY, I.E., LOGCAT.
- 11.f.c. STUMP REMOVAL: AT SUCH TIME THAT ROOTS HAVE BEEN PROPERLY SEVERED, STUMPS MAY BE REMOVED. WHERE REMOVAL OF CERTAIN STUMPS COULD CAUSE DAMAGE TO TRIMMED PROTECTED TREES, TREE STUMPS SHALL BE GROUND OUT. ALL STUMP REMOVAL SHALL BE UNDER THE DIRECT SUPERVISION OF THE OWNER'S REPRESENTATIVE.
- 11.f.d. TREE PRUNING: PROPER PRUNING OF TREES IN THE RESTRICTED ZONE SHALL BE DIRECTED BY AND SUPERVISED AT ALL TIMES BY THE OWNER'S REPRESENTATIVE.
- 11.g. AN OWNER'S REPRESENTATIVE WILL BE AVAILABLE AT ALL TIMES DURING THE PREPARATORY AND CONSTRUCTION PERIOD.
- 11.h. MULCH RATHER THAN SEED OR SOI WILL BE USED AT THE BASE OF QUALITY TREES TO A PERIMETER DETERMINED BY THE OWNER'S REPRESENTATIVE. AREAS TO BE SEED FOR EROSION CONTROL PURPOSES WITHIN THE CONSTRUCTION ZONE ARE TO BE DETERMINED BY THE OWNER'S REPRESENTATIVE. NATURAL GROUND COVER WILL BE MAINTAINED WHEREVER POSSIBLE.
- 11.i. THE USE OF RETAINING WALLS NEAR TREES, IN ADDITION TO THOSE REQUIRED ON THE PLANS SHALL BE DETERMINED IN THE FIELD, BASED ON TREE LOCATIONS AND TOPOGRAPHY.
12. EXCAVATE TOPSOIL FROM AREAS TO BE FURTHER EXCAVATED OR REGRADED AND STOCKPILE IN AREAS DESIGNATED ON THE SITE. CONTRACTOR SHALL SALVAGE ENOUGH TOPSOIL FOR RESEEDING ON THE SITE AS SPECIFIED. EXCESS TOPSOIL SHALL BE PLACED IN EXISTING ADJACENT AREAS, OUTSIDE OF BUILDING PADS, ROADWAYS AND PARKING AREAS. CONTRACTOR SHALL SUBCUT CUT AREAS, WHERE TURF IS TO BE ESTABLISHED, TO A DEPTH OF 6 INCHES. RESEED TOPSOIL IN AREAS WHERE TURF IS TO BE ESTABLISHED TO A MINIMUM DEPTH OF 6 INCHES.
13. TRENCH BORROW CONSTRUCTION: IF ALLOWED BY THE OWNER, CONTRACTOR SHALL COMPLETE "TRENCH BORROW" EXCAVATION IN AREAS DIRECTED BY THE ENGINEER IN ORDER TO OBTAIN STRUCTURAL MATERIAL. TREES SHALL NOT BE REMOVED OR DAMAGED AS A RESULT OF THE EXCAVATION, UNLESS APPROVED BY THE ENGINEER. THE EXCAVATION SHALL COMMENCE A MINIMUM OF 10 FEET FROM THE ADJACENT PAD. THE EXCAVATION FROM THIS LIMIT SHALL EXTEND AT A 10% MAXIMUM SLOPE OF 3 FOOT HORIZONTAL TO 1 FOOT VERTICAL (1:10) DOWNWARD AND OUTWARD FROM THE FINISHED SURFACE GRADE ELEVATION. THE TRENCH BORROW EXCAVATION SHALL BE BACKFILLED TO THE PROPOSED FINISHED GRADE ELEVATION, AND SHALL BE COMPLETED IN ACCORDANCE WITH REQUIREMENTS OF THE QUALITY CONSTRUCTION METHOD AS OUTLINED IN MN/DOT SPECIFICATION 2105.312. SNOW FENCE SHALL BE TURNED IN AND PLACED ALONG THE PERIMETER OF THE TRENCH BORROW AREA WHERE THE SLOPES EXCEED 2 FOOT HORIZONTAL TO 1 FOOT VERTICAL (2:1).

14. FINISHED GRADING SHALL BE COMPLETED, CONTRACTOR SHALL UNFORMALLY GRADE AREAS WITHIN LIMITS OF GRADING, INCLUDING ADJACENT TRANSITION AREAS. PROVIDE A SMOOTH FINISHED SURFACE WITHIN SPECIFIED TOLERANCES, WITH UNIFORM LEVELS OR SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN, OR BETWEEN SUCH POINTS AND EXISTING GRADES. AREAS THAT HAVE BEEN FINISHED GRADED SHALL BE PROTECTED FROM SUBSEQUENT CONSTRUCTION OPERATIONS, TRAFFIC AND PROXIMITY. REPAIR ALL AREAS THAT HAVE BECOME BUTTERED, BLOODED OR HAS SETTLED BELOW THE CORRECT GRADE. ALL AREAS DISTURBED BY THE CONTRACTOR'S OPERATIONS SHALL BE RESTORED TO EQUAL OR BETTER THAN ORIGINAL CONDITION OR TO THE REQUIREMENTS OF THE NEW WORK.
15. TOLERANCES
- 15.a. THE RESIDENTIAL BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.30 FOOT ABOVE, OR 0.30 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
- 15.b. THE COMMERCIAL BUILDING SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.10 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
- 15.c. THE STREET OR PARKING AREA SUBGRADE FINISHED SURFACE ELEVATION SHALL NOT VARY BY MORE THAN 0.05 FOOT ABOVE, OR 0.10 FOOT BELOW, THE PRESCRIBED ELEVATION AT ANY POINT WHERE MEASUREMENT IS MADE.
- 15.d. AREAS WHICH ARE TO RECEIVE TOPSOIL SHALL BE GRADED TO WITHIN 0.30 FOOT ABOVE OR BELOW THE REQUIRED ELEVATION, UNLESS OTHERWISE SPECIFIED BY THE ENGINEER.
- 15.e. TOPSOIL SHALL BE GRADED TO PLUS OR MINUS 1/2 INCH OF THE SPECIFIED THICKNESS.
16. AFTER THE SITE GRADING IS COMPLETED, IF EXCESS OR SHORTAGE OF SOI MATERIAL EXISTS, CONTRACTOR SHALL TRANSPORT ALL EXCESS SOI MATERIAL OFF THE SITE TO AN AREA SELECTED BY THE CONTRACTOR, OR IMPORT SUITABLE MATERIAL TO THE SITE.
17. CONTRACTOR SHALL DETERMINE THE LOCATION OF ANY HALL ROADS THAT MAY BE REQUIRED TO COMPLETE THE SITE GRADING CONSTRUCTION AND SHALL INDICATE HALL ROADS ON BORROW AND SETBACK CONSTRUCTION "SITE MAP". CONTRACTOR SHALL COMPLY WITH THE REQUIREMENTS OF THE GOVERNING AUTHORITY OF EACH ROADWAY. CONTRACTOR SHALL POST WHATEVER SECURITY, AND COMPLY WITH ALL CONDITIONS WHATEVER ARE REQUIRED BY EACH GOVERNING AUTHORITY OF EACH ROADWAY.
18. FILL PLACED WITHIN THE BUILDING PAD AREAS SHALL BE IN CONFORMANCE WITH MURPHYA PROCEDURES AND DATA SHEET 795.
19. RETAINING WALL(S) SHALL BE CONSTRUCTED OF MODULAR BLOCK MATERIAL. CONTRACTOR SHALL SUBMIT TO THE ENGINEER AND LOCAL AUTHORITY CERTIFIED ENGINEERING DRAWINGS, DESIGN CALCULATIONS AND SOI BORINGS. THE CERTIFIED ENGINEER FOR THE RETAINING WALL(S) SHALL PROVIDE CONSTRUCTION OBSERVATIONS OF THE RETAINING WALL IMPROVEMENT, AND A LETTER CERTIFYING THE INSTALLATION OF THE WALL(S) WAS CONSTRUCTED IN CONFORMANCE WITH THE PLANS AND SPECIFICATIONS.

Client
MSP
COMMERCIAL

1215 TOWN CENTRE DRIVE
STE 130
EAGAN, MN 55123

Project

LOT 12
MEDICAL
OFFICE
BUILDING

Location

WOODBURY,
MN
748 BIELENBERG DRIVE

Certification

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

Chad M. Ayres
Registration No. 0001 Date: MM/DD/YYYY
If you wish to contact us for a signed copy of this plan which is available upon request at Sambatek's, Minnetonka, MN office.

Summary

Designed by: Drawn by: CIO
Approved by: CMA Book by: Page: xx/xx
Phase: 00 Initial Issued: MM/DD/YYYY

Revision History

No. Date By Submittal / Revision
01/02/21 JAW CITY COMMENTS
01/24/21 EC WATERBURY SUBMITTAL
01/23/21 EC WATERBURY COMMENTS

Sheet Title
GRADING PLAN

Sheet No. Revision
C4.01

Project No. 22083

Permit Application Coversheet

Date August 04, 2021

Project Name Cornerstone Village

Project Number 21-23

Applicant Name Kristine Giornalista, Bethesda Cornerstone Village, LLC

Type of Development Residential

Property Description

This project is located at 4th Street North and Helmo Avenue North in the City of Oakdale. The applicant is proposing to construct an affordable housing development with associated parking. The total site area is 2.73 acres. An infiltration basin is proposed to partially meet stormwater treatment requirements. Pretreatment will include a vegetated swale. The remainder of stormwater treatment will be provided with the Gold Line project (BMP 'O2-3', permit #20-16). The project results in fill within the 100-year floodplain, and the Gold Line project has designed and accounted for this in the form of compensatory storage resulting in no net loss of floodplain storage for both projects. An existing wetland onsite will be impacted during the Gold Line project (#19-21 WCA), so a no-disturb buffer is not required as part of this project.

Watershed District Policies or Standards Involved:

- | | |
|--|---|
| <input type="checkbox"/> <i>Wetlands</i> | <input checked="" type="checkbox"/> <i>Erosion and Sediment Control</i> |
| <input checked="" type="checkbox"/> <i>Stormwater Management</i> | <input checked="" type="checkbox"/> <i>Floodplain</i> |

Water Quantity Considerations

The proposed stormwater management plan is sufficient to handle the runoff from the site.

Water Quality Considerations

Short Term

The proposed erosion and sediment control plan is sufficient to protect downstream water resources during construction.

Long Term

The proposed stormwater management plan is sufficient to protect the long term quality of downstream water resources.

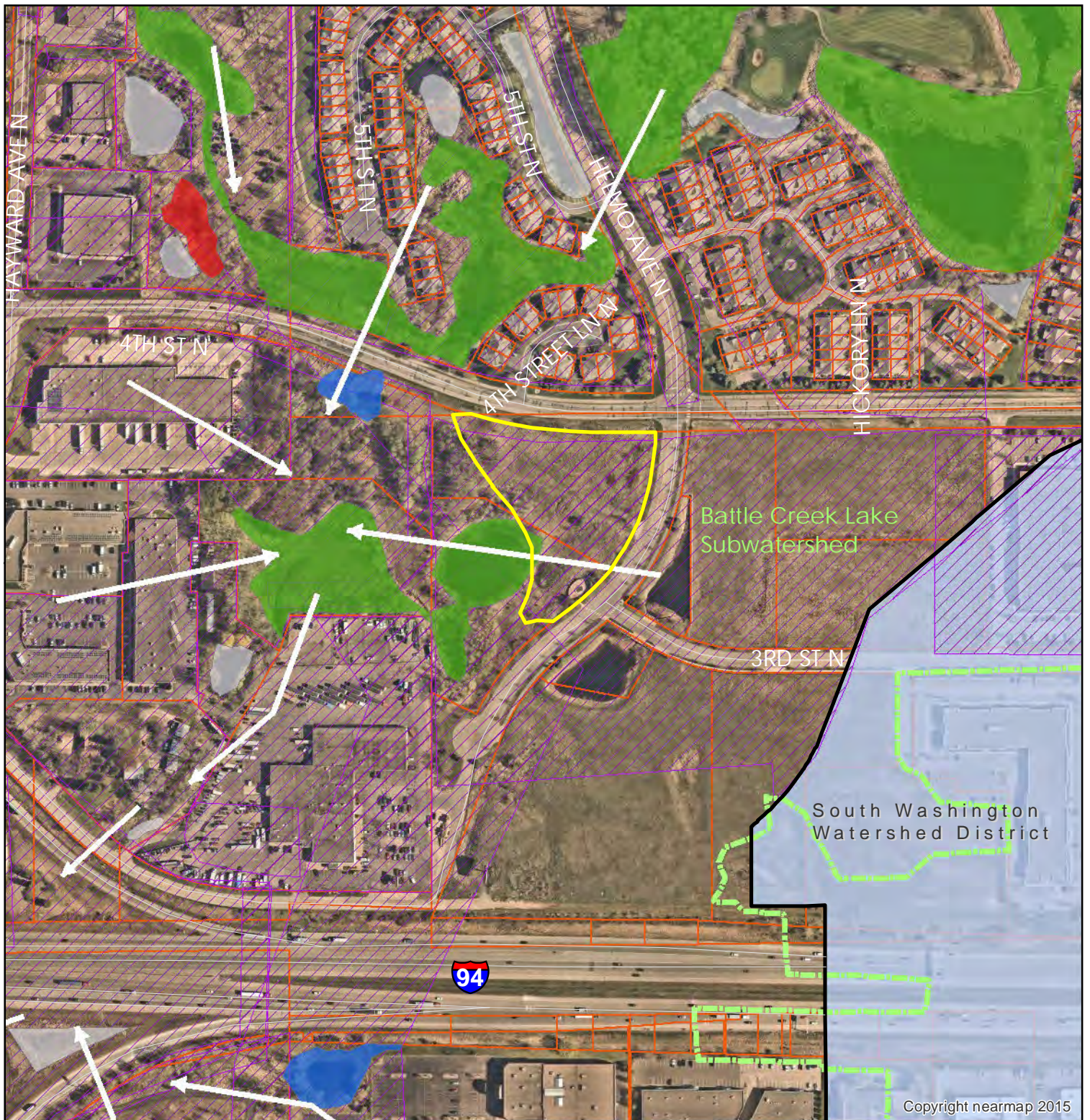
Staff Recommendation

Staff recommends approval of this permit with the special provisions.

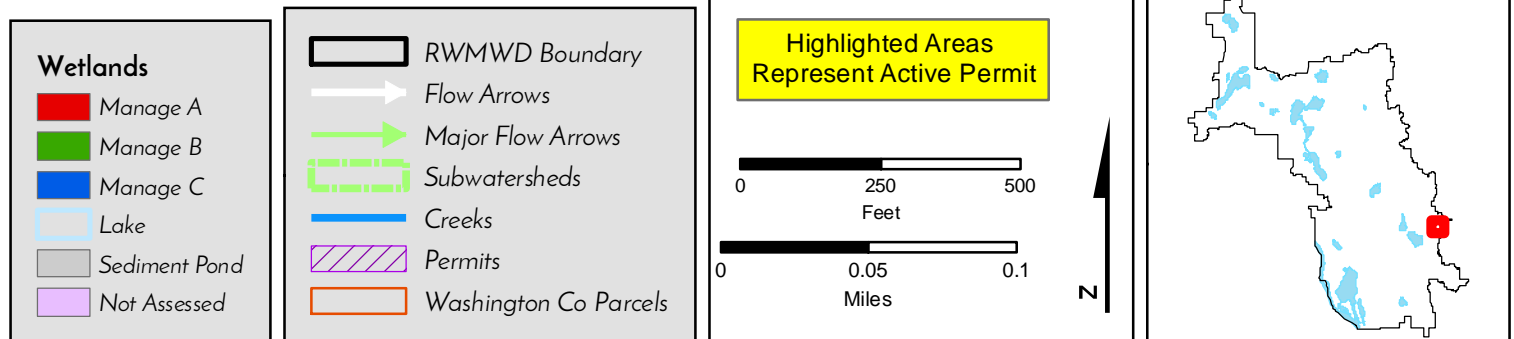
Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan

#21-23 Cornerstone Village



Note: Shaded area is outside RWMWD



Special Provisions

1. The applicant shall submit the escrow fee of \$13,650.
2. The applicant shall submit the final, signed plans set.
3. The applicant shall submit the signed stormwater maintenance agreement.
4. The applicant shall submit the draft, site-specific BMP Operations & Maintenance Plan.
5. The applicant shall submit a site-specific Stormwater Pollution Prevention Plan (SWPPP).
6. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the SWPPP.
7. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.

Consent Agenda Action Item

Board Meeting Date: August 4, 2021

Agenda Item No: 3D

Preparer: Tina Carstens, Administrator

Item Description: Change Order No. 2 for the North St. Paul Target Store Retrofit Project

Background:

Attached is change order number 2 for the North St. Paul Target Store Retrofit Project. This change order includes a number of quantities changes and costs for the tree trenches due to unstable soil conditions. The totality of the changes increases the contract price of the project by \$13,379.46. The change order details can be found in the attached document.

Applicable District Goal and Action Item:

Goal: Achieve quality surface water – The District will maintain or improve surface water quality to support healthy ecosystems and provide the public with a wide range of water-based benefits.

Action Items: Implement retrofit water quality improvement projects.

Staff Recommendation:

Approve Change Order No. 2.

Financial Implications:

This request increases the contract price by \$13,279.46.

Board Action Requested:

Approve Change Order No. 2.

Change Order No. 2
Ramsey-Washington Metro Watershed District
North St. Paul Target Retail Store Stormwater Retrofits

DATE OF ISSUANCE: July 23, 2021

Owner: Ramsey-Washington Metro Watershed District
2665 Noel Drive
Little Canada, MN 55117
Attn: Larry Swope

Contractor: Peterson Companies, Inc.
8326 Wyoming Trail
Chisago City, MN 55013
Attn: Jake Sikora, Johnathan Peterson

Engineer: Barr Engineering Company
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Attn: Brad Lindaman, Katie Turpin-Nagel, Leslie DellAngelo

C.O.2.A Change in Quantities and Costs for Tree Trench Sub-Cut Work

Description of Change:

Soft, organic soils were found at the design bottom elevations of the North and South Tree Trenches. In order to correct the unstable soil conditions, the Contractor will be required to perform additional work. This work will include:

- Test excavate 0.5 – 1.0 feet in at least three locations within each tree trench to investigate if stiffer sandy/clay soils are encountered as predicted by the soil boring logs.
- If more stable soils are not found:
 - Over-excavate a maximum of 1 foot below the design bottom elevations.
 - Provide Engineer over-excavation volume by recording depth of subcuts along each tree trench profile
 - Place Class 5 geotextile across the tree trench bottoms
 - Fill over-excavated areas with ¾" clean washed aggregate

This additional work will modify the existing bid items as follows to the maximum quantities shown:

Bid Form and Base Bid:

Delete the following from Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
Q	Common Excavation (P)	CY	4,415	\$5.42	\$23,929.30

Add the following to Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
Q	Common Excavation (P)	CY	4,507	\$5.42	\$24,427.94

Delete the following from Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
R	Dispose of Excavated Material Offsite (P)	CY	3,119	\$12.83	\$40,016.77

Add the following to Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
R	Dispose of Excavated Material Offsite (P)	CY	3,211	\$12.83	\$41,197.13

Delete the following from Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
CCC	¼-inch Clean Washed Chip (Granite)	TON	87	\$86.14	\$7,494.18

Add the following to Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
CCC	¼-inch Clean Washed Chip (Granite)	TON	216	\$86.14	\$18,606.24

Delete the following from Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
EEE	MnDOT Type V Geotextile Filter Fabric (P)	SY	758	\$1.32	\$1,000.56

Add the following to Section 00 41 00 ARTICLE 4.01.A. BID ITEMS:

Bid Item	Description	Unit	Estimated Quantity	Unit Price	Estimated Cost
EEE	MnDOT Type V Geotextile Filter Fabric (P)	SY	1,128	\$1.32	\$1,488.96

Change in Contract Time:

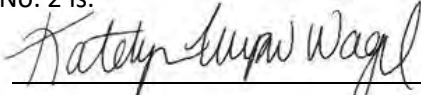
None

Total Impact on Contract Price:

These changes are anticipated to **increase** the contract price by **\$13,279.46** based on the depth of over-excavation completed in the tree trenches.

This Change Order No. 2 is:

Submitted By:
(ENGINEER)


Katelyn Turpin-Nagel, Project Engineer
Barr Engineering Company

Date: July 26, 2021

Authorized By:
(OWNER)

Lawrence Swope, President
Ramsey-Washington Metro Watershed District

Date: _____

Approved By:
(CONTRACTOR)


Jake Sikora, Project Manager
Peterson Companies, Inc.

Date: 7/26/2021

* * * * *

Permit Program

* * * * *



Residential Shoreline Permit Program Summary 2020-2021

Permit Number	City, Lake	Staff/Board Approved	Floodplain Fill (cubic yards)	Compensatory Storage (cubic yards)	Storage Difference	Wetland Impacts	Erosion Control Violations	Permit Status
20-33	Shoreview, Lake Owasso	Staff	5	5	0	None	0	Closed
20-34	Shoreview, Lake Owasso	Board (variance requested)	38.44	0	-38.44	None	0	Closed
20-35	Shoreview, Lake Owasso	Board (variance requested)	10.7	0	-10.7	None	0	Closed
21-13	Little Canada, Gervais Lake	Staff	10	10	0	None	0	Closed
21-17	Little Canada, Gervais Lake	Staff	9	9.3	+0.3	None	0	Closed
21-18	Maplewood, Gervais Lake	Staff	Not yet submitted—project has not begun	Not yet submitted—project has not begun	0—applicant proposing equal export, no variance requested	None	0	Open
21-20	Shoreview, Snail Lake	Staff	Not yet submitted	Not yet submitted	0—applicant proposing equal export, no variance requested	None	0	Open

Trends/Observations

- Cities and DNR sending applicants our way leading to an increase in consultations, permits issued, and public agency coordination.
- One applicant reported trouble with the online form, but he cited possible internet issues at home.
- Applicants submit documentation prior to permit closure to verify no net loss of storage has been achieved (ex: truck tickets, quantifying loads/measurements, photo documentation).
- Projects are often short in duration, so staff approval between board meetings has been helpful.
- Consultant time for review is less than 1 hour per project.
- Increased outreach on native shoreline grant opportunities
- Feedback generally positive:

“ I have to say, this has been the most helpful and accommodating experience I’ve ever had both with the city of Shoreview and now the watershed. You all are fabulous. Thank you so very much. I look forward to your review.” - Homeowner

“Thank you for helping me with all of this!” - Contractor

Program Implementation/Procedures

- Reduce the non-refundable permit processing fee of \$500 to \$175 per estimated consultant and staff review time.
- For projects greater than 1,000 square feet below the floodplain, staff suggestion is to keep the escrow fee as-is. (Example: 1,000 square feet equates to 0.02 acre, resulting in a \$40 escrow fee). This has not been cost-prohibitive to homeowners who have gone through the District’s permitting process in the past.
- Allow for staff to approve permit applications that meet District requirements, eliminating the need for homeowners to wait for the next monthly board meeting date or submittal deadline.
- Work with cities to eliminate permitting redundancy. If a project stays above the floodplain elevation and would not otherwise trigger a District permit, RWMWD would defer permitting for erosion and sediment control to cities.
- Provide assistance to homeowners in estimating the 100-year flood level on their properties using LIDAR and modeling information. This would eliminate the need for a professional survey for some (but not all) projects.
- Work with communications staff to implement changes to the permit section of the District’s website to: facilitate a separate permit application form better suited to residential projects, provide guidance specifically for single-lot residential projects including Frequently Asked Questions, improve user access and encourage a self-guided application process to reduce staff time in explaining permit requirements.

Request for Board Action:

(Staff recommendation) Permanently adopt single lot residential permitting procedures as part of a long-term effort to streamline processing with the understanding that future implementation, including fees, and rule changes can be made with board approval

OR extend program as a pilot until August 2022 to gather more information.



RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

MEMORANDUM

Date: August 4, 2021

To: Board of Managers and Staff

From: Nicole Soderholm, Permit Coordinator
Mary Fitzgerald, District Inspector

Subject: July Enforcement Action Report

During July 2021:

Number of Violations:	10
Install/Maintain Perimeter Control	4
Install/Maintain Construction Entrance	2
Stabilize Exposed Soils	3
Contain Liquid/Solid Waste	1

Activities:

Permitting assistance to private developers and public entities, miscellaneous resident inquiries, ongoing ESC site inspections and reporting, WCA administration and site visits, new permit review with Barr Engineering, initial erosion control walk-throughs with contractors, BMP maintenance site visit, preconstruction meeting and weekly project meetings, Intercultural Development Inventory (IDI) introduction and individual debriefs, inspection meeting with Stewardship Grant program

Project Updates:

#21-03 Phalen Parking Lot Improvements Phase 2 (St. Paul)

Work has begun at the north end of Lake Phalen to install a new boat launch and associated parking. The District has been working alongside City of St. Paul Parks and Recreation staff to ensure all disturbed areas are restored with native species. Staff attended a weekly construction meeting on July 21st to ensure all necessary erosion and sediment control items were installed and maintained. Staff noted that contractors must install additional perimeter control where there are gaps and to use water trucks during dry spells to limit the amount of

airborne dust. Staff will continue to inspect the silt diligently and work alongside other parties to restore this area.

#21-06 Maplewood Fire Station County Road C

Staff attended an initial erosion control walk-through on June 29th to meet with contractors and discuss erosion and sediment control procedures and expectations. Staff then walked the site with contractors to ensure all necessary erosion and sediment control items were installed per plan. Staff returned on July 7th to inspect the site and observed the old fire station being demolished with the rest of the site being graded. Staff inspected the site again on July 21st and spoke with contractors onsite to explain that additional perimeter control would need to be installed around all stockpiled soil prior to being hauled offsite. Contractors confirmed this would be installed immediately. Staff will continue to inspect the site biweekly to ensure all necessary items are installed and maintained.

#19-48 Elim Care Assisted Living (Maplewood)

Work has begun at the new assisted living facility in Maplewood which will include associated parking, sidewalks, and three stormwater infiltration basins. Staff inspected the site on July 7th and July 21st and found all erosion and sediment control items to be installed and maintained properly. Staff spoke with the site's superintendent on July 21st about the importance of temporarily stabilizing inactive soil as it's quite a large graded site. The superintendent confirmed that all areas are currently active as they continue mass grading but that they will prioritize temporarily stabilization when practical. The site will continue to be inspected on a biweekly basis.

Single Lot Residential Permits Approved by Staff:

None

Permits Closed:

- 19-16 Q3 Contracting (Little Canada)
- 20-28 Anchor Block Storage Facility (North St. Paul)
- 20-34 3206 W Owasso Boulevard (Shoreview)
- 20-35 3204 W Owasso Boulevard (Shoreview)

* * * * *

Stewardship Grant Program

* * * * *

Stewardship Grant Application Summary

Project Name: Westwood Village 1

Application Number: 21-26 CS

Board Meeting Date: 8/4/2021

Applicant Name: James Litsheim

Residential ☐ **Commercial/Government** ☒

Project Overview:

This project is located at a townhome association off County Road C and Mackubin Street in the City of Roseville. The association abuts a pond and is proposing to remove the invasive and other existing overgrown vegetation and replant with native vegetation. We have worked with other pond owners on buffer restoration so this project will be one more improvement to the pollinator habitat and water quality conditions of the pond. The applicant is planning to spend over \$60,000 on the project. After RWMWD review and plant changes were made, the total eligible stewardship grant portion came to \$30,812. This project is eligible for 50% coverage up to \$15,000 but staff recommend funding the full 50% of eligible costs for a total of \$15,406 to ensure the highest quality restoration is achieved.

BMP type(s):

Native Habitat Restoration(1)

Grant Request:

\$15,406.00

Recommendation:

Staff recommends approval of this application.

Subwatershed:

Lake Owasso

Location Maps:



Stewardship Grant Program Budget Status Update

August 4, 2021

Homeowner	Coverage	Number of Projects: 17	Funds Allocated
Habitat Restoration and rain garden w/o hard surface drainage	50% Cost Share \$15,000 Max	13	\$25,648.90
Rain garden w/hard surface drainage, pervious pavement, green roof	75% Cost Share \$15,000 Max	4	\$32,085
Master Water Steward Project	100% Cost Share \$15,000 Max	0	\$0
Shoreland Restoration	100% Cost Share \$15,000 Max	0	\$0

Commercial, School, Government, Church, Associations, etc.	Coverage	Number of Projects: 9	Funds Allocated
Habitat Restoration	50% Cost Share \$15,000 Max	4	\$41,925*
Shoreland Restoration (below 100-year flood elevation w/actively eroding banks)	100% Cost Share \$100,000 Max	1	\$110,000
Priority Area Projects	100% Cost Share \$100,000 Max	0	\$0
Non-Priority Area Projects	75% Cost Share \$50,000 Max	0	\$0
Public Art/Project Research	50% Cost Share	2	\$19,000
Aquatic Veg Harvest/LVMP Development	50% Cost Share \$15,000 Max	2	\$17,460

Maintenance	50% Cost Share \$5,000 Max for 5 Years	50	\$43,750
Consultant Fees			\$29,523
Total Allocated			\$319,391.90

2021 Stewardship Grant Program Budget	
Budget	\$1,000,000
Total Funds Allocated	\$319,391.90
Total Available Funds	\$680,608.10

**This includes application pending approval at the August 4, 2021 board meeting.*

* * * * *

Action Items

* * * * *

Action Item

Board Meeting Date: August 4, 2021

Agenda Item No: 7A

Preparer: Tina Carstens, Administrator

Item Description: Change Order No. 5 for the Keller Channel Weir and Phalen Outlet Resiliency Modification Project

Background:

The purpose of this project is to implement a design that will allow the district to remotely adjust the weir heights on the Keller channel structure and the Phalen outlet structure in accordance with an approved operating plan. Operation of the structures under certain conditions will help reduce upstream flood levels where homes exist in the floodplain.

Attached is change order number 5 for this project. The contractor presented this change order to Barr Engineering for additional wires that were furnished and installed during construction. Barr staff reviewed the request with respect to the contract documents and found no support for additional payment for this item.

Staff responded with a letter to the contractor citing sections of the contract that aligned with Barr's opinion. However, we also explained that the contractor could still request the additional payment directly from the owner (RWMWD board) and explain the claim further. That correspondence is attached to this report for discussion and consideration at the August board meeting. All other work items are complete, and the system is fully functional. Final payment will be issued once the board decides about the request for additional payment. If approved, this change order adds \$3,969.38 to the contract.

Applicable District Goal and Action Item:

Goal: Manage risk of flooding – The District will reduce the public's risk to life and property from flooding through programs and projects that protect public safety and well-being.

Action Item: Cooperate with appropriate stakeholders to identify, assess, and address potential flooding problems in the District.

Staff Recommendation:

The contract documents do not support additional payment. Staff recommends denial of the change order. The board should review the additional documentation supplied by the contractor for consideration.

Financial Implications:

This change order would increase the contract price by \$3,969.38. This is available in the project contingency funds.

Board Action Requested:

Review the request for Change Order No. 5.

Industrial
Commercial
Underground



5141 Lakeland Avenue North
Crystal, Minnesota 55429
Telephone: (763) 425-2525
Fax: (763) 424-1258

July 20, 2021

Pember Companies
N4449 - 469th Street
Menomonie, WI 54751

ATTN: Joe Pember

Dear Joe,

I am writing you in regards to my submitted Extra #2 pricing request for added wire.

I apologize for any confusion and if this did not follow proper protocol. Ideally, I would have submitted an RFI and waited for a field order. However, the missing conductors were not discovered until start-up. If we had not completed this work expeditiously, there would have been delays and likely additional costs to you and the integrator.

The added money is a request for the required neutral conductor and for (6) additional control wires between the east and west controllers. I have attached the bid day plan sheets and the In-Control drawings showing the missing conductors. NOTE: In-Control is not my subcontractor and these drawings were not available on bid day. I had no possible way to know these conductors were needed.

I am simply asking for the cost of the missing conductors. I am making no added claim for remobilization and pulling out and in existing conductors.

I thank you for this consideration.

Respectfully submitted,

KILLMER ELECTRIC CO., INC.

A handwritten signature in blue ink, appearing to read "Brian Palmer".

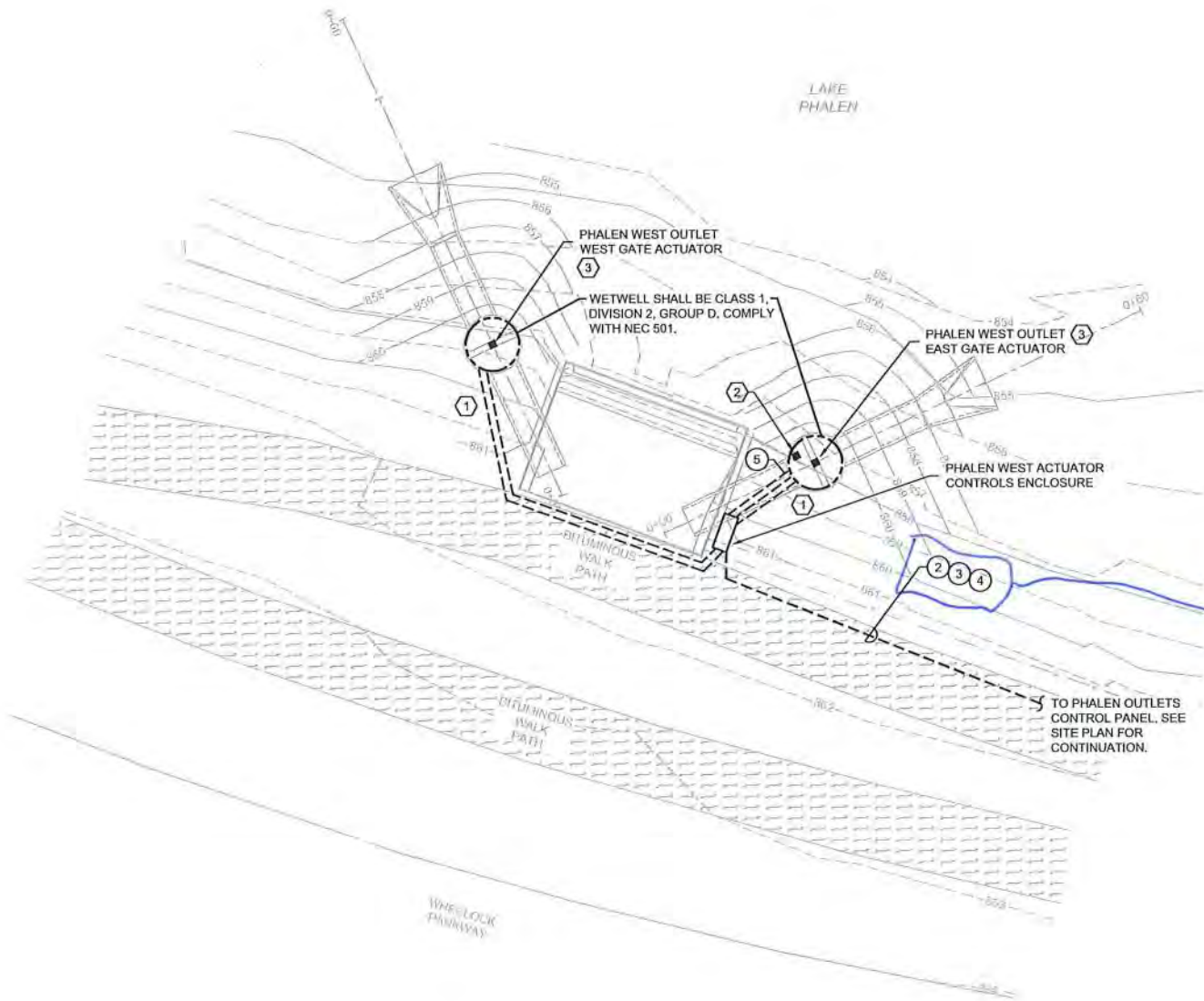
Brian Palmer
Project Manager

Cell: 612-363-3104

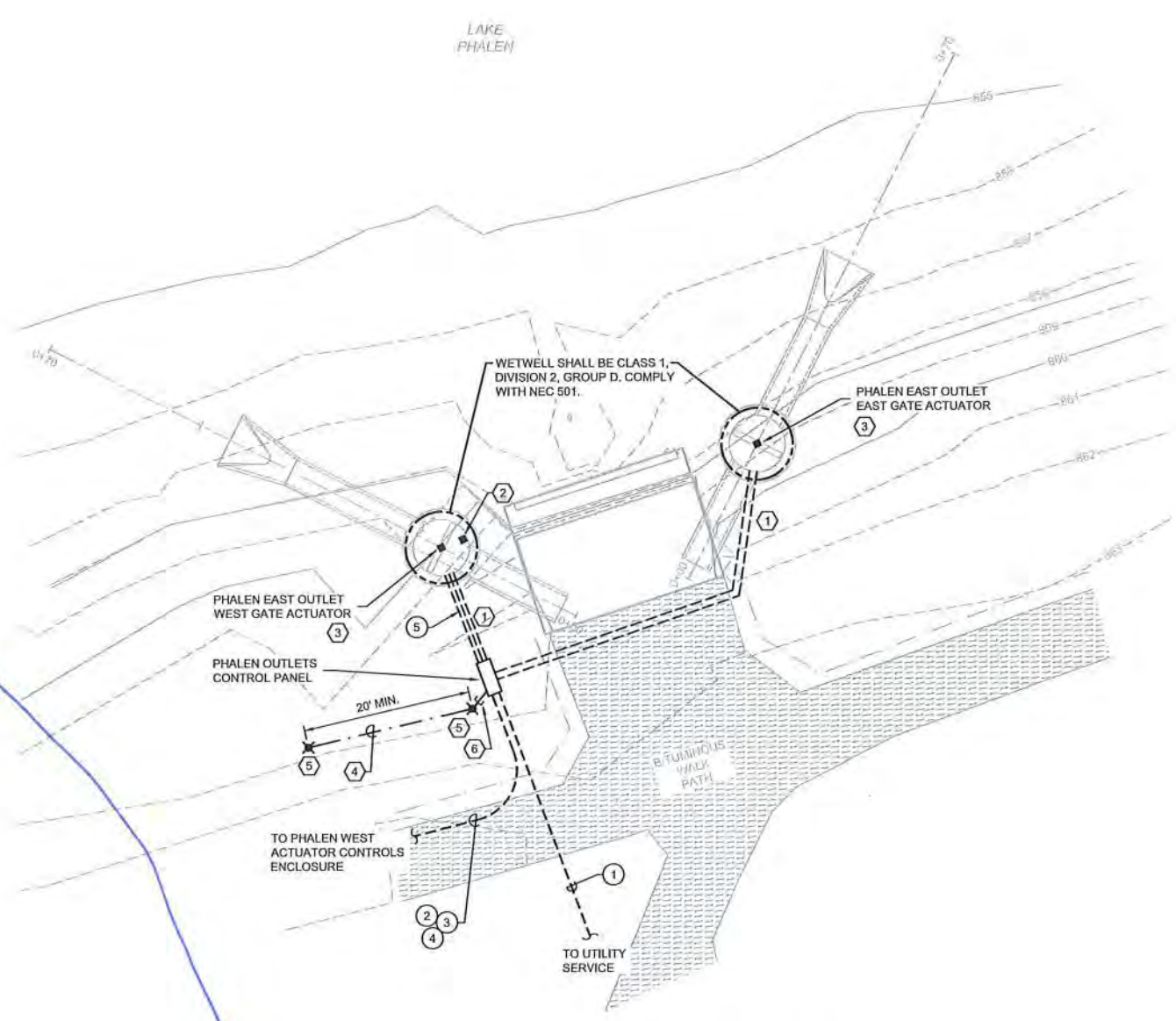
Email: bpalmer@killmerelectric.com

An Equal Opportunity Employer





1 PLAN: PHALEN WEST
SCALE IN FEET
0 10 20



2 PLAN: PHALEN EAST
SCALE IN FEET
0 10 20

GENERAL NOTES:

1. FIELD CONFIRM LOCATIONS OF ALL EXISTING UNDERGROUND UTILITIES, CABLES, CONDUITS, ETC. PRIOR TO CONSTRUCTION. CONTRACTOR SHALL REPAIR SUCH ITEMS AT NO COST IF DAMAGED BY THE CONTRACTOR.
2. PROVIDE TEMPORARY SUPPORT FOR EXISTING FACILITIES THAT WILL BE EXPOSED DUE TO GENERAL, PROCESS AND STRUCTURAL CONSTRUCTION.
3. FIELD COORDINATE CONDUIT ROUTING. CONFIRM WITH ENGINEER DURING CONSTRUCTION.
4. CORE DRILL EXISTING STRUCTURES AS REQUIRED FOR NEW CONDUIT INSTALLATION. PATH ALL SURFACES TO MATCH EXISTING. ALL CORE DRILL LOCATIONS SHALL BE VERIFIED WITH ENGINEER.
5. REFER TO SCHEMATICS FOR ADDITIONAL WIRING DETAILS.

NUMBERED NOTES:

- 1 TWO (2) - 2" CONDUITS FROM ACTUATOR CONTROL ENCLOSURE TO EACH GATE STRUCTURE FOR MFR. ACTUATOR CABLES.
- 2 RADAR LEVEL TRANSMITTER (DIV. 40).
- 3 GATE ACTUATOR (DIV. 35). SEE STRUCTURAL FOR ADDITIONAL MOUNTING DETAILS. MAKE WIRING CONNECTIONS PER MANUFACTURER REQUIREMENTS.
- 4 #1/0 AWG BARE STRANDED COPPER GROUP CONDUCTOR, 12" DEEP.
- 5 3/4" X 10' COPPER-CLAD GROUND ROD WITH EXOTHERMIC WELD TO CONDUCTOR(S) SHOWN. SET TOP 12" DEEP.
- 6 STUB 1.25" SCHEDULE 80 PVC CONDUIT FOR GROUND.

CIRCUIT LEGEND:

- 1 4-1/C-#3 - 2"C
- 2 3-1/C-#6, 1-1/C-#6 GND - 2"C
- 3 (1) 2"C - CONTROL WIRING
- 4 (1) 2"C - SIGNAL WIRING
- 5 2"C - LEVEL SENSOR MFR CABLE

← 4 - #6 & 1 #6 ground NEEDED

ISSUED FOR BID

CADD USER: Chad Linder FILE: M:\DESIGN\23621355\002362135500_L-03.DWG PLOT SCALE: 1/2" = 1' PLOT DATE: 10/14/2023 5:10 PM

NO.	BY	CHK	APP.	DATE	REVISION DESCRIPTION

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

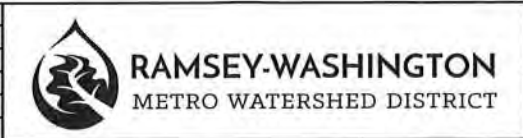
PRINTED NAME: SHELDON J. SORENSEN
SIGNATURE: *Sheldon Sorenson*
DATE: 10/13/2023 LICENSE # 18923

CLIENT	0031920
BID	10/13/20
CONSTRUCTION	
RELEASED TO/FOR	A B C 0 1 2 3
DATE RELEASED	



Project Office:
BARR ENGINEERING CO.
4300 MARKETPOINTE DRIVE
Suite 200
MINNEAPOLIS, MN 55435
Ph: 1-800-632-2277
Fax: (952) 832-2601
www.barr.com

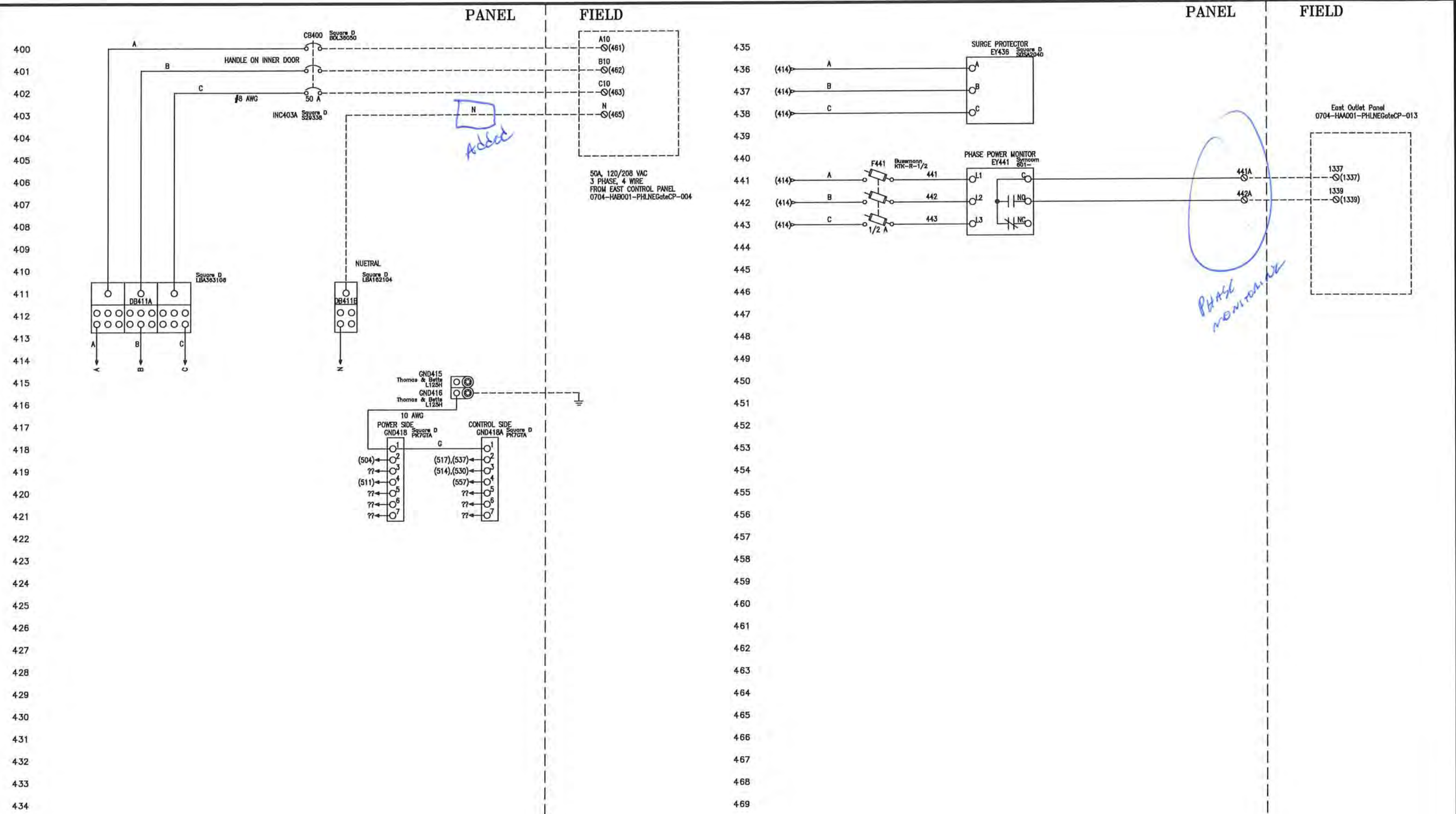
Scale	AS SHOWN
Date	7/10/2020
Drawn	CML2
Checked	ZMN
Designed	ZMN
Approved	SJS



KELLER CHANNEL WEIR & PHALEN
OUTLET RESILIENCY

LAKE PHALEN OUTLETS STRUCTURES
ENLARGED ELECTRICAL PLANS

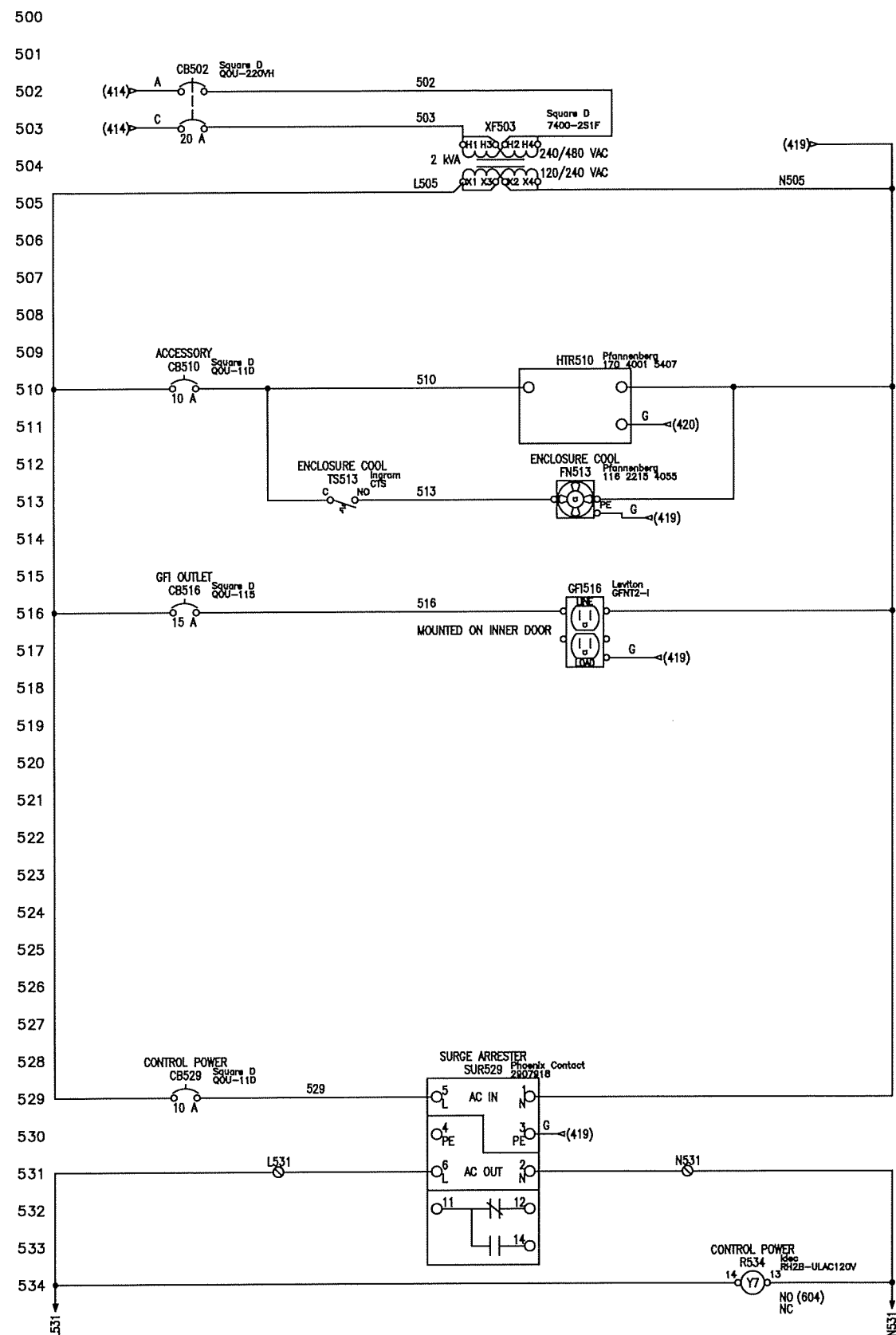
BARR PROJECT No.	23/62-1355.00
CLIENT PROJECT No.	
DWG. No.	E-03
REV. No.	0



				 Copyright (c)2020	In Control, inc. 10350 Jamestown Street NE Blaine, MN 55449 (763) 783-9500 www.in-ctrl.com	PROJECT NAME AND ADDRESS Ramsey-Washington Cnty Metro Watershed Dist Keller Chnl Weir & Lk Phalen Outlet Resiliency Little Canada, MN			PANEL NAME AND FUNCTION Lake Phalen West Outlets Control Panel Incoming Power, Surge Arrestor, and Power Monitor			
1	AS BUILT		05/21			EAH	PROJ. ENG. EAH	DRAWN DAG	01/13/21		PROJECT NUMBER	DRAWING NUMBER
REV	DESCRIPTION		DATE			BY	SCALE NONE	PLOT DATE	05-20-2021		20189NA	0704-HAB001-PHLNWGateCP-004

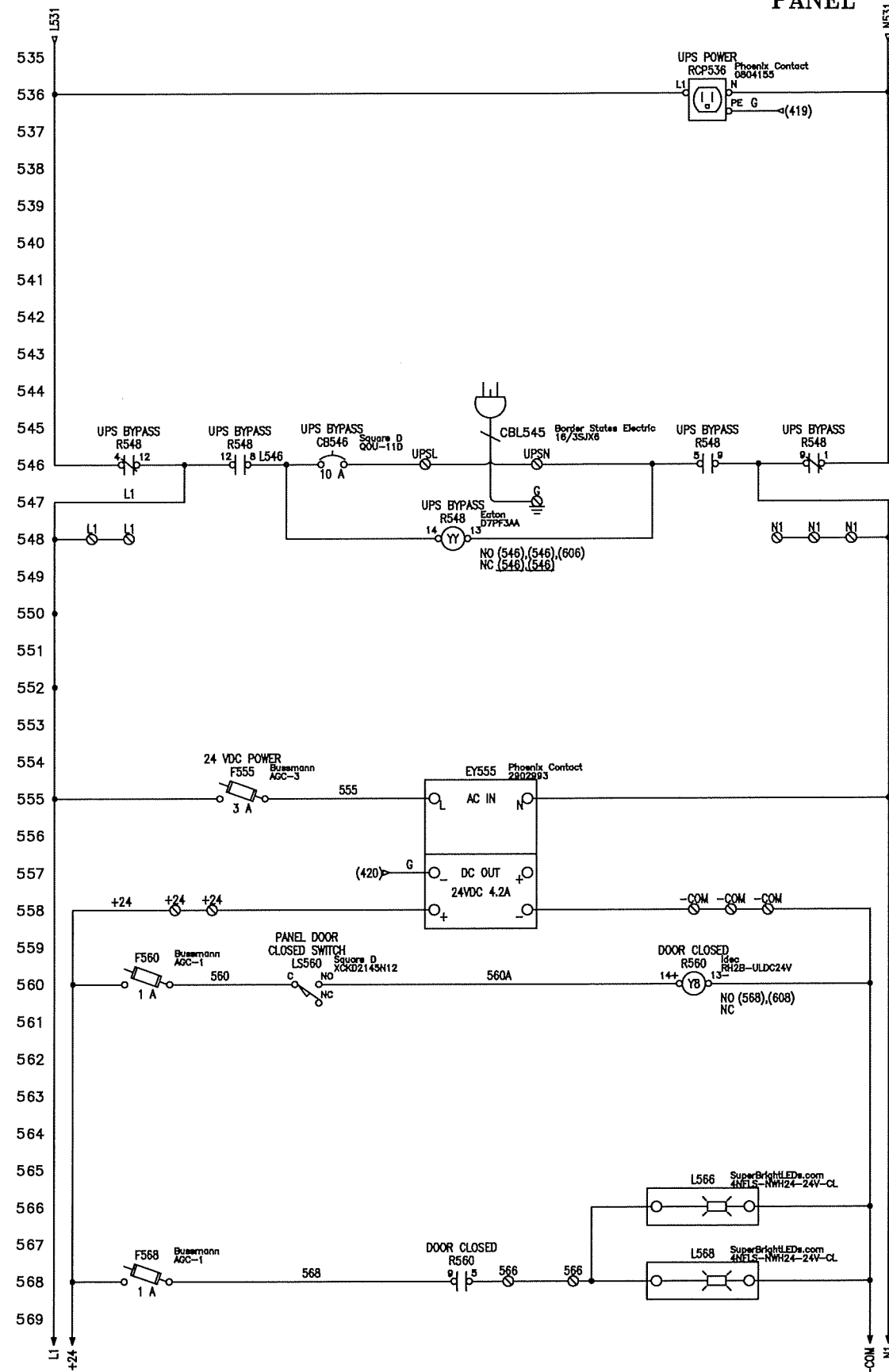
PANEL

FIELD



PANEL

FIELD



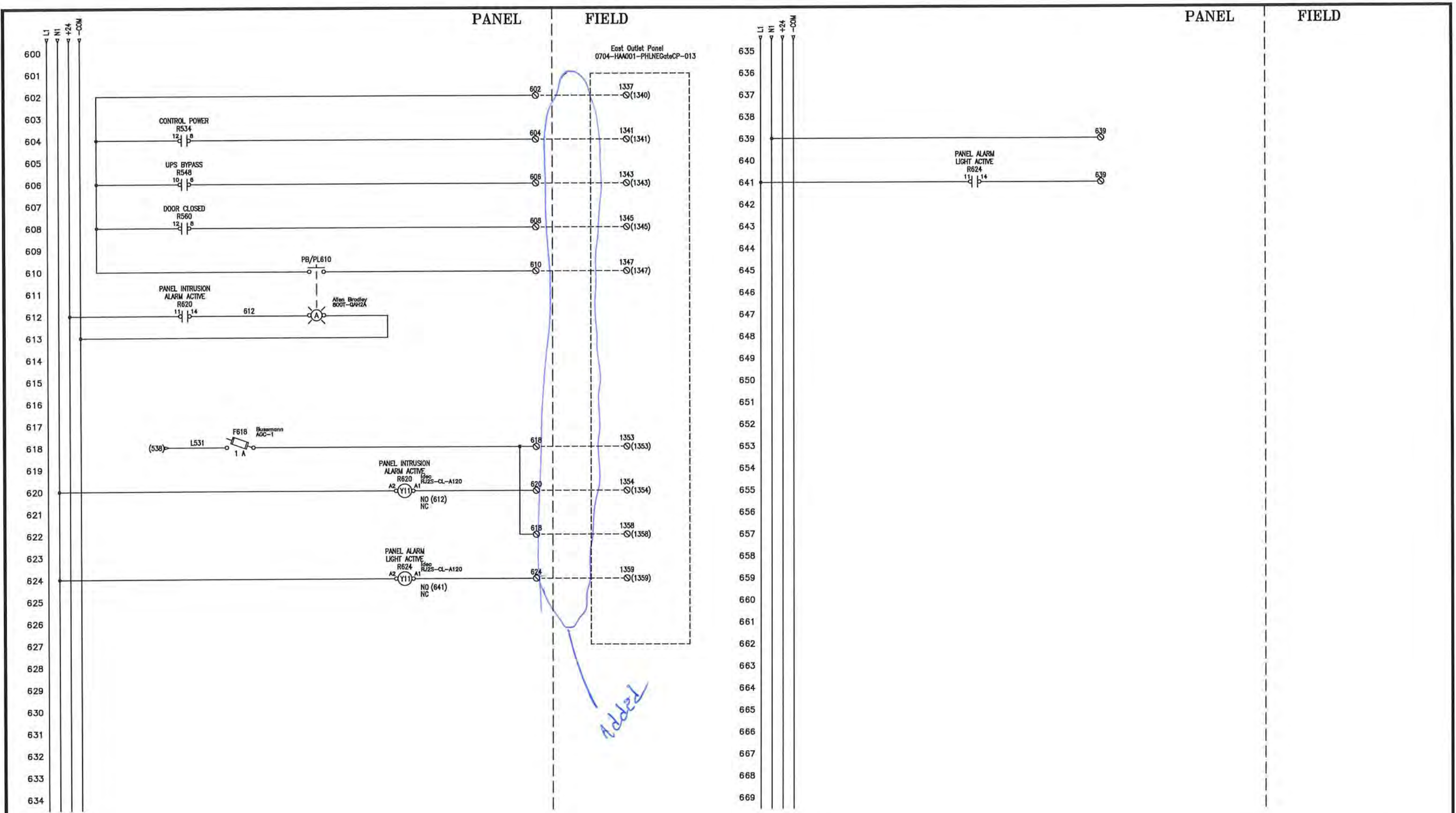
1	AS BUILT	05/21	EAH
REV	DESCRIPTION	DATE	BY



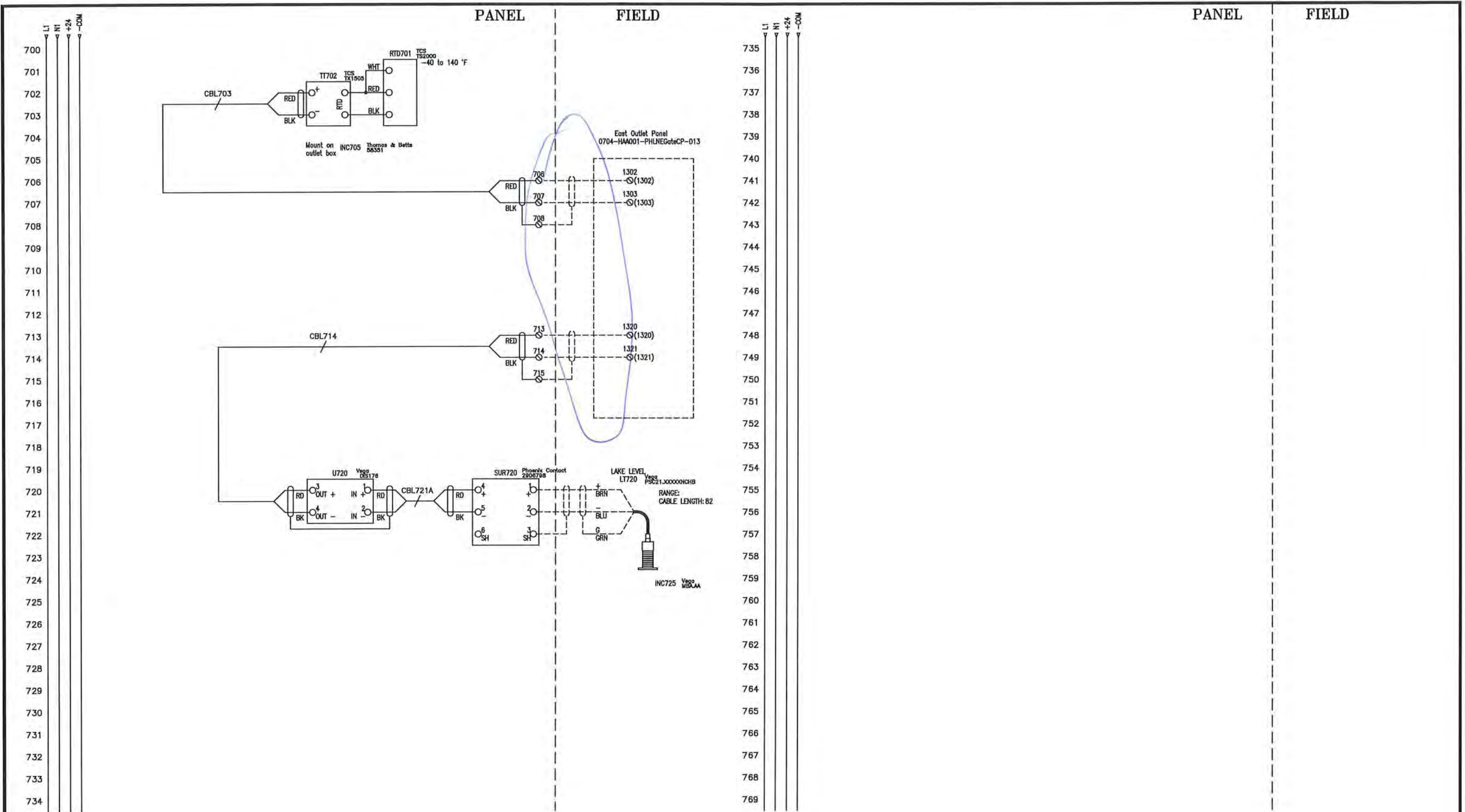
In Control, inc.
 10350 Jamestown Street NE
 Blaine, MN 55449
 (763) 783-9500
 www.in-ctrl.com

PROJECT NAME AND ADDRESS			
Ramsey-Washington Cnty Metro Watershed Dist Keller Chnl Weir & Lk Phalen Outlet Resiliency Little Canada, MN			
PROJ. ENG. EAH	DRAWN OAG	01/13/21	
SCALE NONE	PLOT DATE 05-20-2021		

PANEL NAME AND FUNCTION	
Lake Phalen West Outlets Control Panel Heater, Fan, Outlet, Surge Protection UPS, DC Power Supply	
PROJECT NUMBER 20189NA	DRAWING NUMBER 0704-HAB001-PHLNWGateCP-005



				 Copyright (c)2020	In Control, inc. 10350 Jamestown Street NE Blaine, MN 55449 (763) 783-9500 www.in-ctrl.com			PROJECT NAME AND ADDRESS Ramsey-Washington Cnty Metro Watershed Dist Keller Chnl Weir & Lk Phalen Outlet Resiliency Little Canada, MN			PANEL NAME AND FUNCTION Lake Phalen West Outlets Control Panel Control Power, UPS, Intrusion Alm to Est PNL Panel Intrusion PB & Light		
1	AS BUILT	05/21	EAH										
REV	DESCRIPTION	DATE	BY					PROJ. ENG. EAH	DRAWN	DAG	01/13/21	PROJECT NUMBER	DRAWING NUMBER
								SCALE	NONE	PLOT DATE	05-20-2021	20189NA	0704-HAB001-PHLNWGateCP-006



								In Control, inc. 10350 Jamestown Street NE Blaine, MN 55449 (763) 783-9500 www.in-ctrl.com				PROJECT NAME AND ADDRESS Ramsey-Washington Cnty Metro Watershed Dist Keller Chnl Weir & Lk Phalen Outlet Resiliency Little Canada, MN				PANEL NAME AND FUNCTION Lake Phalen West Outlets Control Panel Panel Temperature and Lake Level Transmitters			
1	AS BUILT	05/21	EAH	PROJ. ENG. EAH				DRAWN DAG				PROJECT NUMBER				DRAWING NUMBER			
REV	DESCRIPTION	DATE	BY	SCALE				PLOT DATE				20189NA				0704-HAB001-PHLNWGateCP-007			

July 19, 2021

Joe Pember
Pember Companies, Inc.
N4449 469th St
Menomonie, WI 54751

Re: Request for Payment for Additional Wire Conductor

Dear Joe:

I am writing in response to the email including an invoice from Killmer Electric you sent on June 21, 2021. In that email, you requested compensation in the amount of \$3,969.38 for an additional wire conductor necessary for the system to come together to properly operate.

After reviewing the contract documents, specific sections within state that the contract price is to include all necessary work to come together and to be included in the unit price or lump sum price. Here are the sections specifically referenced from the contract.

00 21 13 Instruction to Bidders

6.03 It is the intent of the Contract Documents to cover all aspects of the Work. Should there be some item or items not shown on the Drawings or described in the Specifications which are required for the Work, these items and the furnishing of all necessary labor, materials and equipment shall be considered incidental to the Work and no additional compensation will be provided.

01 22 00 Unit Price Measurement and Payment

1.01C All costs in connection with the Work, including furnishing all materials, machinery, supplies and appurtenances; providing all construction equipment and tools; and performing all necessary labor, coordination, supervision, and management to fully complete the Work shall be included in the unit prices or unit lump sum prices quoted on the Bid Form. All Work not specifically set forth as a separate bid item herein shall be considered a subsidiary obligation of the Contractor and all costs in connection therewith shall be included in the amounts and prices submitted on the Bid Form. The price on the Bid Form shall include all work necessary to make all of the Work come together including all general, structural, mechanical, electrical and instrumentation connections (if any) between the various parts of the Work.

At this time, I find nothing in the contract documents to support the request for additional compensation for the item you requested and therefore cannot recommend payment for this request.

The contract documents do allow for you to request an adjustment in Contract Price without the engineer's recommendation. Within this process, a written statement detailing the situation with reference(s) to other contractual language that provides clarity to your case would be beneficial.

If you have any questions or would like to discuss further, please email or call me.

Thank you,

Greg Nelson
Senior Project Designer
office: 952.832.2770
cell: 612.599.8889
gnelson@barr.com

Change Order No. 5
Ramsey-Washington Metro Watershed District
Keller Channel Weir and Phalen Outlet Resiliency

DATE OF ISSUANCE: July 27, 2021

Owner: Ramsey-Washington Metro Watershed District
2665 Noel Drive
Little Canada, MN 55117
Attn: Lawrence Swope

Contractor: Pember Companies, Inc.
N4449 469th St.
Menomonie, WI 54751
Attn: Joe Pember

Engineer: Barr Engineering Company
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Attn: Brad Lindaman

C.O.5.A Additional Power Conductor Control Wires

Description of Change:

During the initialization of the gate operation system for the Phalen East and West, it was discovered that additional wire was required as shown in the submitted shop drawing to the engineer. This additional wire was not originally included in the schematic diagrams inside the project bid documents. To remedy this, the engineer requested a price quote from the electrical subcontractor and received approval from the Owner to avoid additional delays.

The contractor's subcontractor completed the work, in good faith, under verbal authorization and direction by the owner's representative.

Measurement and Payment:

The contractor will be paid on a lump sum (L.S.) unit price basis to complete all work as specified. This unit price shall be payment in full for the costs of all supervision, materials, equipment, labor, supplies profit and overhead, and perform all operations as are necessary to complete the work.

Change in Contract Time:

None

Total Impact on Contract Price:

\$3,969.38 (including a 10% standard markup)

This Change Order No. 5 is:

Submitted By:	_____	Date: _____
(ENGINEER)	Bradley J. Lindaman, Project Engineer Barr Engineering Company	

Authorized By:	_____	Date: _____
(OWNER)	Lawrence Swope, President Ramsey-Washington Metro Watershed District	

Approved By:	_____	Date: _____
(CONTRACTOR)	Joe Pember, Project Manager Pember Companies, Inc.	

Attachments:

Joe Pember

From: Joe Pember
Sent: Monday, June 21, 2021 2:05 PM
To: Greg Nelson
Cc: markpolen81@gmail.com
Subject: Fwd: Phalen/Keller Weir EXTRA #2 Pricing Added conductors.
Attachments: 20210621131809290.pdf

Hi Greg,

Attached is the extra work invoice from Killmer for the work that he is doing. Dave from the watershed asked Mark for Killmers price. Pember would want to add on our 10% to the total for our GC markup.

Thanks,

Joe Pember
Senior Project Manager
Pember Companies Inc.
715-556-0602
jpember@pembercompanies.com

3608.53
+ 360.85 10% GC

= 3969.38
marked

Begin forwarded message:

From: Brian Palmer <bpalmer@killmerelectric.com>
Date: June 21, 2021 at 1:29:28 PM CDT
To: Joe Pember <JPember@pembercompanies.com>
Subject: Phalen/Keller Weir EXTRA #2 Pricing Added conductors.

-----Original Message-----

From: scanner3004@killmerelectric.com <scanner3004@killmerelectric.com>
Sent: Monday, June 21, 2021 1:18 PM
To: Brian Palmer <bpalmer@killmerelectric.com>
Subject: Message from "RNP002673DD3B2E"

This E-mail was sent from "RNP002673DD3B2E" (MP C3004).

Scan Date: 06.21.2021 13:18:09 (-0500)
Queries to: scanner3004@killmerelectric.com

KILLMER ELECTRIC CO., INC.
5141 LAKELAND AVE. N.
CRYSTAL, MN 55429

PH.: 763-425-2525
FAX: 763-424-1258

TO: Pember

DATE: 6/21/2021

ATTN.: Joe

JOB NO. 3083-21

RE.: Phalen/Keller Channel Weir

EXTRA #2- Additional Power Conductor and added control wires (6)

MATERIAL	1560 TAX	8.00%	\$1,684.80
LABOR	16 HRS. AT	\$99.73	\$1,595.68
FOREMAN	HRS. AT		\$0.00
GENERAL FOREMAN	HRS. AT		\$0.00
OVERTIME	HRS. AT		\$0.00
DOUBLETIME	0 HRS. AT	\$199.46	\$0.00
SUBCONTRACT	0 Under ground	10.0%	\$0.00
PROJECT MANAGEMENT	HRS. AT		\$0.00
FIELD DESIGN/DRAFTING	HRS. AT		\$0.00
AS BUILT DWNGS	HRS. AT		\$0.00
HANDHOLES	0 HRS. AT	\$107.00	\$0.00
CLEAN UP	HRS. AT		\$0.00
TESTING	HRS. AT		
PARKING	HRS. AT		
SPECIAL REQUIREMENTS	HRS. AT		
LARGE TOOL & EQUIPMT RENTAL			
SMALL TOOL & CONSUMABLES		% OF LABOR	
PERMITS			\$0.00
SUB TOTAL			
OVERHEAD	10% M/U Overhead		\$328.05
MARGIN			
BOND			
TOTAL THIS CHANGE			\$3,608.53
A TIME EXTENSION OF	DAYS WILL BE REQUIRED FOR THIS CH		\$0.00

THE ABOVE QUOTATION COVERS THE PRESENTLY ASCERTAINABLE DIRECT COSTS OF THIS CHANGE IT EXCLUDES COSTS ASSOCIATED WITH THE IMPACT OF THIS PROPOSED CHANGE REQUEST UPON THE PROJECT SCHEDULE. (WE THEREFORE, RESERVE THE RIGHT TO AMEND THIS QUOTATION WHEN SUCH IMPACT COSTS BECOME REASONABLY DETERMINABLE.
THIS QUOTATION IS VALID UNTIL

BY:



PROJECT MANAGER

PRICING SHEET



JOB PHALEN / KENNER
 WORK EXTRA #2

ESTIMATE NO.

Sheet No. Of Sheets

ESTIMATE NO.	PRICED BY	EXTENDED BY	CHECKED BY	DATE

	✓	MATERIAL	QUANTITY	MATERIAL PRICE	PER	MATERIAL EXTENSION	LABOR UNIT	PER	LABOR EXTENSION
1		Power Conductor							
2		#4 XHHW	450'	1.80		810'			3
3									
4		Control Conductors							
5									
6		#14 XHHW	2250'	.25		560'			11
7		SHIELDED CABLE	450			190'			2
8									
9									
10						1560'			16
11									
12									
13									
14									
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32									
33									
34									
Totals This Sheet Transferred to Recap By—INITIAL				MATERIAL			LABOR		



Memorandum

To: Board of Managers and Staff
From: Tina Carstens, District Administrator
Subject: 2022 Budget Planning
Date: July 30, 2021

Attached to this memo are several items about the 2022 preliminary budget:

- 2022 Budget Table
- 2022 Budget Program Line Item Breakouts
- 2022 Budget Line by Line Narrative

In the general fund budget, you will find minor changes in line items. I evaluated the completed budget and audit from 2020 as well as the spent to date in 2021. I use that information to fine-tune the coming year's budget. The largest increase in the general fund budget is in the Research Projects. This is due to the work being done to look at aeration for shallow lake internal load management and the Kohlman Basin test weirs. More information on each general fund line item can be found in the narrative document.

In the capital improvement projects budget, you will see that I have increased the budget for the flood risk reduction projects. This is based on the Owasso Basin and Kohlman Creek feasibility studies and the projects from those studies. There is also an increase in the Project Repair and Maintenance fund. This increase will help cover the BMP maintenance of projects like the two Target stores. It also provides more money to assist cities and counties with maintenance needs that benefit our systems.

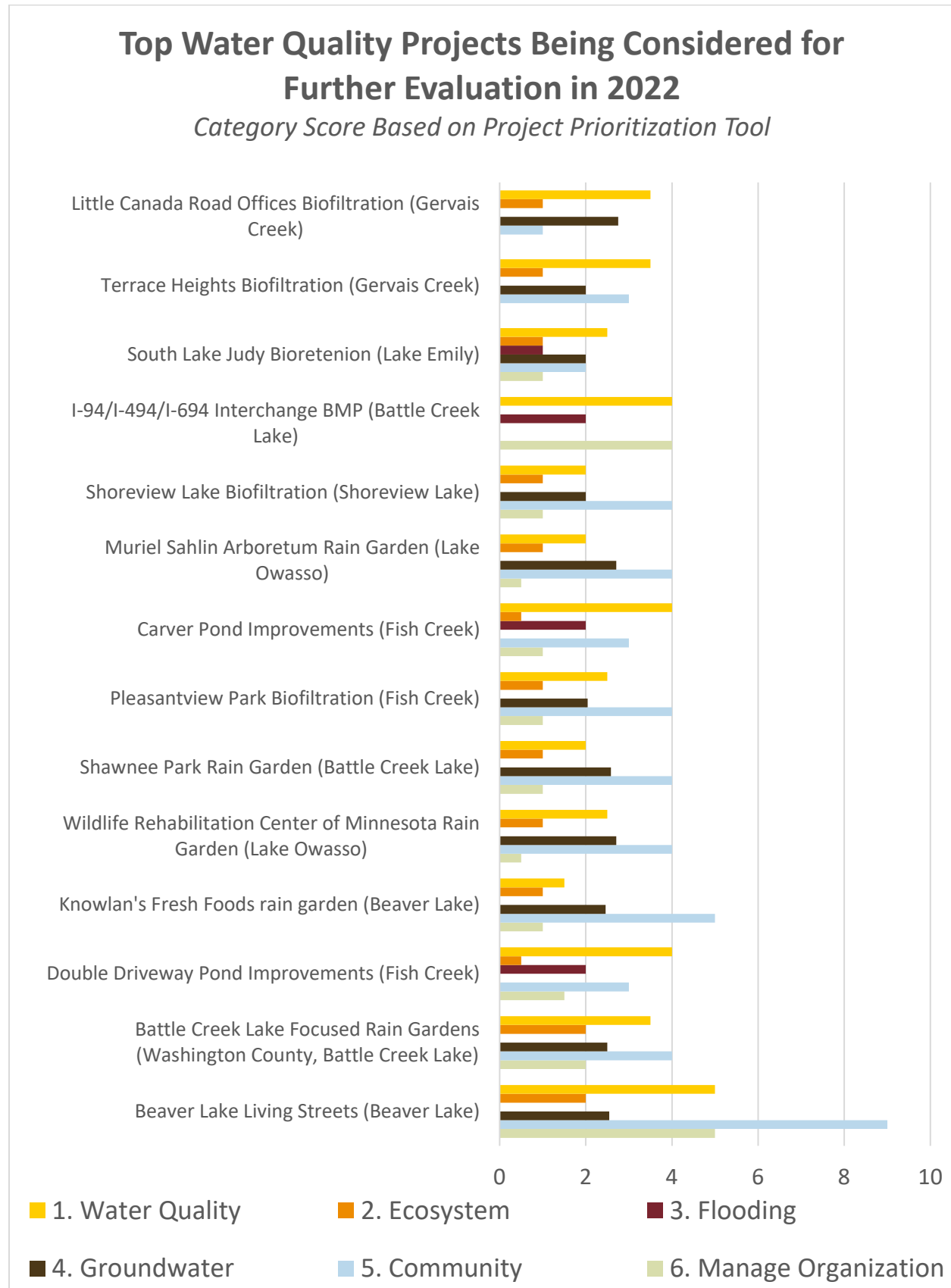
For the Targeted Retrofit Projects Fund, district staff is pursuing many projects that have risen to the top of the water quality priority list. These projects were originally identified in a subwatershed analysis feasibility study as an opportunity for water quality improvement. Those projects are then evaluated using the prioritization tool. Staff uses the outcomes of that evaluation to pursue projects by talking with local partners such as cities and counties or by making contact with private property owners to gauge interest in project implementation. This is a continual process that starts mid-year of the year before planned implementation. Staff are now pursuing projects and will have more information in the coming months on projects with the best potential of moving forward.

As requested, I have included the final memo regarding the prioritization tool. See attached. This memo was finalized following the board meeting when it was presented. The tool was also adjusted based on feedback from staff and the board. To give a sense of the information that the tool gives staff, below are two graphics that show the top projects being pursued water quality projects through our Targeted Retrofit fund. The higher the score, the better the project to meet the goals of the district.



As the memo states, each project is evaluated according to the six district goals and then given a composite score. The following image shows each potential project and its goal category score.

The proposed projects on city or county property will include discussions with those entities to determine their interest in partnering on pursuing those projects. In some cases, it may depend on their project schedules to find the best synergy between projects – such as a living streets project. Private property projects require more contact to introduce the watershed and the mutual benefits of projects.



To: Board of Managers and Staff
From: Tina Carstens
Subject: 2022 Budget Planning
Date: July 30, 2021

Page 4

Staff will provide updates next month before the preliminary budget and levy approval on what projects are projected to move forward and then take the rest of the year to further identify and plan for those projects. Any time staff feels they have a project to move forward from this fund; the board will see the project and approve the project funds.

For the total budget and levy table at the bottom of the budget table, I start to identify the carryover amounts at this stage in the budgeting process and what that might mean for the proposed levy increase or decrease. I typically start with a higher levy amount in August and September, and that number is then refined by the December meeting. Typically the board would give direction on what change in levy they are comfortable with. Then I can adjust the budget either through the carryover amounts or through changes in budgeting.

I will take any feedback from the board at the August meeting and adjust the budget and levy. From there, I will send the proposed budget to our city and county partners for review and comment. The information will also be public noticed in the paper in anticipation of the September board meeting to hold a public hearing on the preliminary budget and levy. At the September meeting, you will have another chance to refine the budget and levy. And actually, that will continue until its final adoption in December.

Fiscal Year 2022 Budget V1
August Budget Discussion

Budget ID Number	Budget Item		FY 2021 Budget	FY 2022 Budget Funding Source				Total Proposed 2022 Budget	Increase (decrease) from 2021 Budget
				General Fund	Capital Improvements	Carry-over Funds	Other Funds		
1	Engineering	Administration	93,000	125,000				125,000	32,000
2		Engineering Review	55,000	60,000				60,000	5,000
3		Permit Application Review	55,000	55,000				55,000	0
4		Permit Inspection and Enforcement	10,000	10,000				10,000	0
5		Project Feasibility Studies	440,000	410,000				410,000	(30,000)
6		GIS Maintenance	5,000	5,000				5,000	0
7									
8	Attorney	General	40,000	40,000				40,000	0
9		Permit Enforcement	10,000	10,000				10,000	0
10									
11	Managers	Meeting Per diems	8,500	8,500				8,500	0
12		Managers Expenses	3,500	4,000				4,000	500
13									
14	Auditor/Accounting	Auditor/Accounting	65,000	70,000				70,000	5,000
15									
16	Miscellaneous	Dues & Publications	11,000	11,000				11,000	0
17		Insurance	50,000	55,000				55,000	5,000
18		Committee & Board Meeting Expenses	3,500	3,500				3,500	0
19		Miscellaneous	5,000	5,000				5,000	0
20									
21	Administrative	Salary & Benefits	1,520,000	1,660,000				1,660,000	140,000
22		Employee Expenses	15,000	15,000				15,000	0
23		Janitorial/Trash Services/Snow Plowing	15,000	15,000				15,000	0
24		Building Maintenance	150,000	150,000				150,000	0
25		Utilities (gas,electric, water, sewer, maintenance)	30,000	30,000				30,000	0
26		Office Supplies	7,000	7,000				7,000	0
27		Copying/Printing	8,000	5,000				5,000	(3,000)
28		Postage/Delivery	3,000	3,000				3,000	0
29		Office Furniture & Computer Equipment	150,000	150,000				150,000	0
30		Office Equipment Maintenance	3,000	3,000				3,000	0
31		Training/Education	75,000	75,000				75,000	0
32		Telephone	8,000	4,000				4,000	(4,000)
33		District Vehicles/Maintenance	43,000	20,000				20,000	(23,000)
34		GIS System Maintenance & Equip.	5,000	5,000				5,000	0
35		Database Improvements	40,000	40,000				40,000	0
36		IT Services/Internet/Website/Software Licenses	70,000	75,000				75,000	5,000
37		Outside Program Support	57,000	57,000				57,000	0
38		Outside Consulting Services	20,000	20,000				20,000	0
39									
40	Program	Lakes, TMDLs, Grants	103,000	125,000				125,000	22,000
41	Activities	Natural Resources Program	140,000	120,000				120,000	(20,000)
42		Water Monitoring-Lab Costs & Equip.	180,000	180,000				180,000	0
43		Lake Macrophyte Monitoring and Internal Load Management	70,000	0				0	(70,000)
44		Research Projects	95,000	200,000				200,000	105,000
45		Project Operations	200,000	200,000				200,000	0
46		Education Program	60,000	75,000				75,000	15,000
47		Communications and Marketing	25,000	50,000				50,000	25,000
48		Events	50,000	46,000				46,000	(4,000)
49		Health & Safety Program/Staff In-House Training	3,000	3,000				3,000	0
50									
51	Capital Improvements	Maplewood Mall SRF Loan Debt Service	92,238		0	91,848		91,848	(390)
52	Summary	Beltline and Battle Creek Tunnel Repair Debt Service	302,663		0	302,863		302,863	200
53		District Office Building Bond Payment	194,885		0	0		0	(194,885)
54		Targeted Retrofit Projects	2,810,000		1,000,000	500,000		1,500,000	(1,310,000)
55		Stewardship Grant Fund	1,000,000		500,000	500,000		1,000,000	0
56		Project Repair & Maintenance	1,325,000		1,465,000	0		1,465,000	140,000
57		Wetland Restoration Projects	500,000		0	500,000		500,000	0
58		Flood Risk Reduction Fund	4,200,000		2,000,000	3,200,000		5,200,000	1,000,000
		Totals	14,424,286	4,205,000	4,965,000	5,094,710	0	14,264,710	(159,576)

	Budget Total	Budget Total By Fund		Proposed Levy
		General Fund	CIB	
2022 Budget Total and totals by fund	14,264,710	4,205,000	10,059,710	7,119,710
2021 Budget Total and totals by fund	14,424,286	3,999,500	10,424,786	6,763,498
2022 Budget Increase or (Decrease) from 2021 Budget	(159,576)	205,500	(365,076)	356,212
2022 Budget % change from 2021 Budget	-1.11%	5.14%	-3.50%	5.27%

2022 Budget Program Line Item Breakouts

Project Feasibility Studies (Line 5)	
Emergency Response Plans	\$30,000
Groundwater Feasibility Planning	\$50,000
Hillcrest Golf Course Planning Assistance	\$20,000
Flood Risk Reduction Feasibility Continued Work (Kohlman/Ames)	\$100,000
Pond Optimization for WQ and Flood (Double Driveway/Carver)	\$50,000
694/494/94 Water Quality Feasibility Study	\$30,000
South Metro Mississippi River TSS TMDL Planning	\$30,000
Owasso Basin/North Star Estates Feasibility	\$50,000
Contingency	\$50,000
Total =	\$410,000

Outside Program Support (Line 37)	
Watershed Partners	\$10,000
Blue Thumb	\$3,000
East Metro Education	\$13,000
Cooperative Weed Management Program	\$10,000
GIS Users Group	\$1,000
Contingency	\$20,000
Total =	\$57,000

Lake Studies Etc. (Line 40)	
Grant Applications	\$40,000
Watershed Management Plan Updates	\$20,000
In-Lake Treatment Options (Bennett and Wakefield)	\$35,000
Subwatershed Feasibility Studies Prioritization	\$5,000
Contingency	\$25,000
Total =	\$125,000

NR Program (Line 41)	
Ongoing Site Maintenance	\$25,000
Owasso Carp Management	\$40,000
Phalen Chain Carp Management	\$10,000
Lake Owasso Shore Restoration	\$20,000
Electric Carp Barrier	\$20,000
Contingency	\$5,000
Total =	\$120,000

Water Monitoring (Line 42)	
WQ Equipment Replacement and Repair	\$35,000
Lab Costs	\$90,000
Engineering Monitoring Assistance and Reporting	\$30,000
Special Project Monitoring: Maplewood Mall, Battle Creek etc	\$25,000
Total =	\$180,000

Research (Line 44)	
Minnesota Stormwater Research Council	\$25,000
Kohlman Test Weirs	\$50,000
Shallow Lakes Aeration Study - Year 2	\$90,000
Internal Research/Contingency	\$35,000
Total =	\$200,000

Education/Events/Communications (Lines 46-48)	
Master Water Stewards	\$10,000
Adopt a Drain Program	\$5,000
Work in Schools	\$25,000
Equity and Diversity Partnership Grant Program	\$20,000
Education Contingency	\$15,000
Communications and Marketing	\$50,000
WaterFest	\$30,000
Watershed Excellence Awards	\$6,000
Events Contingency	\$10,000
Total =	\$171,000

Targeted Retrofits (Line 55)	
Retrofit WQ Projects Budget (see discussion memo)	\$1,500,000
Total =	\$1,500,000

Project Repair and Maintenance (Line 57)	
2021 Project Repair and Maintenance Contract	\$850,000
Beltline 5-year Inspection Completion and Repairs	\$15,000
Routine Inspections and Unplanned Maintenance ID	\$350,000
BMP and NR Maintenance Program	\$250,000
Total =	\$1,465,000

Flood Risk Reduction Fund (Line 61)	
Kohlman Creek Storage and Detention	\$1,100,000
Owasso Basin Flood Risk Reduction Projects (South Owasso Pond and West Industrial Park Berm)	\$2,600,000
Other Flood Risk Reduction and Conveyance Feasibility Study Implementation Projects + Contingency	\$1,500,000
Total =	\$5,200,000

Items shown on these budget line item breakouts are subject to change. Projects are identified but may need adjustments or additional project opportunities with similar goals may be determined during the year.

2022 BUDGET NARRATIVE

Budget Line No.	Item & Description	Budget Amount	Change from '21 increase (decrease)
General Fund Budget Summary:			
1	Engineering - Administration Oversight of all District Engineering activities, supervising staff assigned to projects, responding to general inquiries of the public and the Board, and preparing correspondence and billings. Engineering attendance at meetings of the District- covers Board and related project meetings, mini case studies, data collection, analysis, preparation of reports as requested by the managers and assisting in District water management planning activities. This also includes preparation for board workshop topics as requested.	125,000	32,000
2	Engineering - Review Review and comment on plans and proposals submitted to the District for review relative to District regulations, policies and concerns. Assist communities and counties with data and information needs related to projects and plans.	60,000	5,000
3	Engineering - Permit Application Review and Processing Provides for Engineering assistance in review of all permit applications, clarifying problems with the developer, meet developer on-site, coordinate permit issues with communities, counties, and other regulatory bodies.	55,000	0
4	Engineering - Permit Inspection & Enforcement Inspect projects when a designed improvement is involved and requested by District staff.	10,000	0
5	Engineering - Project Feasibility Studies This item provides a budget item for annual feasibility studies in preparation of future capital improvement projects. See Program Budget Line Item Breakout table.	410,000	(30,000)
6	Engineering - GIS Maintenance Provides funds for maintenance and assistance of the District GIS system.	5,000	0

Budget Line No.	Item & Description	Budget Amount	Change from '21 increase (decrease)
8	Attorney - General Legal advice at meetings, research on various issues for Board consideration, preparation and publication of legal notices, preparation of Board resolutions, and other matters requiring legal counsel.	40,000	0
9	Attorney - Permit Enforcement Legal advice on permit sites including enforcement activities, letter and legal action as necessary.	10,000	0
11	Manager per Diems Manager per diems for regular and special meeting attendance. Increased budget due to increase in state statute amount allowed for manager per diems.	8,500	0
12	Manager Expenses Manager Expenses incurred in the performance of official manager duties, such as attendance at conferences and meetings and related expenses.	4,000	500
14	Auditor/Accounting Preparation of the District's annual audit and provide monthly accounting services.	70,000	5,000
16	Dues & Publications Dues for appropriate organization memberships (MAWD, League of MN Cities, etc.) and for purchase of necessary publications and reference materials.	11,000	0
17	Insurance District General Liability, Property/Casualty, Public Official Liability insurance, etc.	55,000	5,000
18	Committee & Board Meeting Expenses Budget to cover miscellaneous expenses related to the duties and activities of District advisory committees, such as, meeting refreshments, supplies, public information materials, etc.	3,500	0

Budget Line No.	Item & Description	Budget Amount	Change from '21 increase (decrease)
19	Miscellaneous Expenses Expenses of the District not elsewhere classified. Examples include: miscellaneous financial charges and expenses, District tour expenses, pass through expenses, etc.	5,000	0
21	Staff Salaries, Taxes & Benefits Includes salary, taxes, insurance and benefits for existing full time staff plus summer interns. This budget includes an allowance for a salary increases and increased benefit costs.	1,660,000	140,000
22	Employee Expenses This includes mileage, parking, and supply expenses incurred by the District's staff.	15,000	0
23	Janitorial/Trash Services/Snow Removal Contract services required for office building and winter snow removal.	15,000	0
24	Building Maintenance Building repairs, equipment and landscape maintenance expenses.	150,000	0
25	Utilities (gas, electric, water, sewer) Provides for office building utility expenses.	30,000	0
26	Office Supplies Office supply costs for district operations.	7,000	0
27	Copying/Printing Photocopying and commercial printing expenses.	5,000	(3,000)
28	Postage/Delivery District postage and delivery expenses.	3,000	0
29	Office Furniture and Computer Equipment Acquisition of necessary new and replacement office equipment and furniture.	150,000	0

Budget Line No.	Item & Description	Budget Amount	Change from '21 increase (decrease)
30	Office Equipment Maintenance To fund office equipment maintenance.	3,000	0
31	Training/Education Training and education expenses for the District staff including pursuing equity/inclusion work.	75,000	0
32	Telephone District telephone expenses. Includes office phone system and support costs.	4,000	(4,000)
33	Vehicle Replacement, Equipment and Maintenance Provides for fleet maintenance and equipment.	20,000	(23,000)
34	GIS System Maintenance & Equipment Provides for continuous upgrading of GIS system data files and equipment as needed.	5,000	0
35	Database Improvements Provides for improvements to district database programs for permit program, stewardship grant program, inspections and timesheets.	40,000	0
36	IT Services/Internet/Web Site/Software Licenses Provides for maintenance and upgrades to computer network and software upgrades.	75,000	5,000
37	Outside Program Support Provides budget for financial support of programs that provide support to the District and its goals. See attached list.	57,000	0
38	Outside Consultant Services Provides funds for contracting special services with outside consultants as needs arise in the year.	20,000	0
40	Lakes, TMDLs, Grants This item is for various water body studies and related topics. See attached list	125,000	22,000

Budget Line No.	Item & Description	Budget Amount	Change from '21 increase (decrease)
41	Natural Resources Program This item includes funding for project to enhance ecological diversity within the District – habitat restoration projects, site maintenance, studies and research. See attached list for breakdown.	120,000	(20,000)
42	Water Quality Monitoring Includes lab costs and equipment for lake sampling, BMP monitoring and performance monitoring. See attached list for breakdown.	180,000	0
43	Lake Macrophyte Monitoring and Internal Load Management These program to collect annual or bi-annual lake plant data to monitor changes in District lakes and implementation of internal load management measures in our impaired waters is accounted for in line item 40 – Lakes, TMDLs, Grants.	0	(70,000)
44	Research Projects This account provides funds for conducting research into various water and resource management issues and problems. The budget includes contributions to the Minnesota Stormwater Research (MSR) program, Kohlman test weir research, and aeration study. See attached list.	200,000	105,000
45	Project Operations This budget provides funds for the ongoing operational costs for District projects that incur utility or supply costs. The increase this year is due to the needs for the new auto lake level monitoring systems as well as the Keller Channel Weir and Phalen Outlet modification operations.	200,000	0
46	Educational Programming Production of materials and programs designed to improve the understanding and knowledge of the school children, general public, city and county staff, developers and others of the District's programs and watershed management. This includes continued support of Master Water Stewards Program as well as support of the Adopt-a-Drain program. See attached list.	75,000	15,000

Budget Line No.	Item & Description	Budget Amount	Change from '21 increase (decrease)
47	Communications and Marketing This will be used to support our communications and marketing plan. This includes funds for updates to the district website.	50,000	25,000
48	Events Provide funds for the annual WaterFest program and Watershed Excellence Awards program.	46,000	(4,000)
49	Health & Safety Program/Staff In-house Training Provides funds to support the District staff safety program, training costs, equipment.	3,000	0

Capital Improvement Budget Summary:

51	Maplewood Mall SRF Loan Debt Service Annual payment for the State Revolving Fund (SRF) loan for Maplewood Mall Phase IV project.	91,848	(390)
52	2016 Beltline and Battle Creek Tunnel Repair Debt Service This is the principal and interest payment for a bond issue approved in 2016.	302,863	200
53	District Building Bond Payment Provided funds for the annual bond payment for the District office building. These payments are now complete.	0	(194,885)
54	Targeted Retrofit Projects This budget is to fund projects that have been targeted by the District as a priority project for water quality and natural habitat. Projects are vetted in the current year and potential project implementations are planned for 2022. Projects with the most potential at this time for 2022 are discussed in the cover memo. Other projects identified to meet the goals for targeted retrofits may also present themselves over the next year. Staff will manage projects within the proposed Targeted Retrofit Projects budget and present them to the board as they develop.	1,500,000	(1,310,000)

Budget Line No.	Item & Description	Budget Amount	Change from '21 increase (decrease)
55	Stewardship Grant Fund Provide funds for cost-share assistance to local partners, churches, public and private developers and homeowners for funding of volume reduction, habitat restoration, and other practices above the requirements of District rules.	1,000,000	0
56	Project Repair and Maintenance Provides funds for the maintenance of District projects and trunk conveyor system. Also includes funds for continuation of a BMP maintenance program and a contingency fund. See attached list.	1,465,000	140,000
57	Wetland Restoration Projects This is a placeholder for the board to consider for projects that would include wetland restoration work. This is carryover from 2021.	500,000	0
58	Flood Risk Reduction Fund Provides funds for flood control projects including acquisition or flood proofing of existing flood prone structures. Assistance to cities to reduce flood risks in areas identified by District modeling of Atlas 14 storm events could also be included. This fund pools money for projects that meet the board's flood risk reduction goals. Projects identified out of the Owasso Basin Flood Risk Reduction Feasibility Study are included and listed in the line items breakout attachment. Also, anticipating projects from the completion of the Kohlman Creek Flood Risk Reduction Feasibility Study. Funds are also held in reserves for other project opportunities that may arise.	5,200,000	1,000,000

Technical Memorandum

To: Tina Carstens and Paige Ahlborg, RWMWD
From: Tyler Olsen and Erin Anderson Wenz
Subject: Project Prioritization Tool Development
Date: October 23, 2020
Project: 23-62/1006.00

1.0 Introduction

The Ramsey-Washington Metro Watershed District (RWMWD) has a long history of identifying BMP implementation opportunities throughout the watershed for water quality improvements and flood risk reduction projects.

Typically, water quality improvement project opportunities are retrofit projects identified through subwatershed feasibility studies; the District's school, commercial, and faith-based sites initiative; or ideas from RWMWD partners. With the completion of the Beltline Resiliency Study, dozens of flood risk areas and potential mitigation projects have been identified.

With a wide variety of project types, scales, and foci, RWMWD is looking for an objective way to assess all of its projects to help prioritize which should be pursued, and in which order. Water quality improvements and flood risk reduction are high priorities as reflected in the District's Water Management Plan (WMP) goals. RWMWD often looks for opportunities where multiple goals can be met in a single project—developing water quality improvement features alongside the urgent flood control work while also making progress toward other District initiatives (i.e., equity).

This memorandum outlines a prioritization framework and tool that the District can use to assess potential watershed projects based on quantitative and qualitative metrics and other project features. Ultimately, the tool ranks projects from highest priority to least priority across water quality improvements and flood risk reduction categories so that RWMWD staff and Managers can plan for future work using an objective methodology that aligns with the District's priorities. Natural resources projects were not included in this tool, and will be evaluated using a separate methodology.

2.0 Methodology

This section outlines Barr and District staff's methodology for developing the RWMWD project prioritization tool.

2.1 Data aggregation and review of prioritization strategies

Barr reviewed information related to the District's current pool of potential projects including projects from the church/school/faith-based site search projects, subwatershed feasibility studies, and the flood areas prioritized in the Beltline Resiliency study. Barr also reviewed past prioritization strategies that RWMWD has used, such as the Beltline Resiliency prioritization framework for flood areas, as well as examples from other metro watershed districts and cities.

Additionally, Barr reviewed the District's WMP and Strategic Overview to provide an overarching framework for the prioritization strategy that aligns with the goals and action items outlined in both documents. Barr also compared the WMP and Strategic Overview goals with the ISI Envision™ sustainability framework to ensure that project metrics including life cycle, community engagement, and project sustainability were included in the prioritization framework.

2.2 Development of project metrics and prioritization tool framework

After reviewing the data and prioritization strategies outlined in Section 2.1, Barr developed the quantitative and qualitative metrics by which to evaluate each project in the prioritization tool. These metrics are grouped into six categories that correspond to each of the six goals in the WMP including:

1. Achieve quality surface water
2. Achieve healthy ecosystems
3. Manage risk of flooding
4. Support sustainable groundwater
5. Inform and empower communities
6. Manage organization effectively

For each goal category, projects are evaluated by are several different project criteria that have specific scoring schemes and weights. The scoring schemes are based on thresholds defined from past studies, trends observed in the data aggregation phase, or feedback provided by RWMWD staff. For example, one point is given to projects that have a cost per pound of total phosphorus removed of less than \$10,300 but no points are given if the cost benefit is greater than \$10,300. This threshold was set based on Barr's review of RWMWD cost share project investments and their cost efficiency. Barr assigned weights for each criterion based on discussions with RWMWD staff.

The majority of the project criteria have weights of 1 (i.e., no more weight than other criteria); however, several project criteria have larger weights including cost efficiency of total phosphorus removal, longevity of in-lake phosphorus treatment, habitat enhancement or preservation, flood storage potential, and whether the project is within a District Priority Equity Area. Additionally, project criteria related to

structural impacts of flooding can have weights lower than 1, depending on the frequency of the storm event that starts to impact structures. If a structure is impacted by flooding during a high-frequency event (i.e., 2-year or 10-year storm), a project to reduce the flood risk to that structure would be given a weight that is higher than if a structure is impacted by low-frequency event flooding (i.e., 50-year or 100-year storm).

After the project information is entered into the tool, the score for each criterion is multiplied by its weight. This weighted score is summed for all criteria to calculate the total project score. The tool ranks the projects by their total score in a compiled list. This list can be sorted based on project type (water quality, flooding, or natural resources), by the primary District goal the project is meeting, or by subwatershed.

The following tables show the criteria and their corresponding score and weights by criteria category.

Table 1 Water Quality Improvements Criteria (RWMWD Goal 1)

Criteria	Score	Weight
\$/lb TP Removed	<\$10,300 = 1 >\$10,300 = 0	2
\$/lb TSS Removed ¹	<\$50 = 1 >\$50 = 0	1
Project in/tributary to impaired subwatershed	Yes = 1 No = 0	1
% of TMDL reduction goal addressed by project	>10% = 1 <10% = 0	1
Reduce impervious area?	Yes = 1 No = 0	1
TP Removal (lbs/yr)	< 1 lb = 0 1-4 lbs = 0.5 5-10 lbs = 1 > 10 lbs = 2	1
TSS Removal (lbs/yr) ¹	< 50 lbs = 0 50-200 lbs = 0.5 200 - 1000 lbs = 1 >1000 lbs = 2	1
Longevity of in-lake treatment ²	>= 10 years = 1 < 10 years no points	2
Internal load as % of total load to lake ²	< 10% no points 10%-60% = 0.5 >60% = 1	2

¹Points only assigned for projects in a subwatershed with TSS impairment

²Points only assigned for in-lake treatment projects

Table 2 Natural Resources Restoration Criteria (RWMWD Goal 2)

Criteria	Score	Weight
Habitat connection opportunities	Yes = 1 No = 0	1
Proximity to existing features	< 2 = 0 2-5 = 0.5 >5 = 1	1
% of site restored	<50% = 0 >50% = 1	1
Preserve or enhance habitat	Yes = 1 No = 0	2
Preserve or enhance species biodiversity	Yes = 1 No = 0	1
Protect wetlands	Yes = 1 No = 0	1
Reduce pesticide and fertilizer impacts	Yes = 1 No = 0	1
Control invasive species	Yes = 1 No = 0	1

Table 3 Flood Risk Reduction Criteria (RWMWD Goal 3)

Criteria	Score	Weight
Potential flood storage	Yes = 1 No = 0	2
Near District-managed water body	Yes = 1 No = 0	1
Adjacent to District-managed facility	Yes = 1 No = 0	2
Does the project address local or regional flooding?	Local = 0.5 Regional = 1	1
Does the project address road flooding on evacuation route	Yes = 1 No = 0	1
Does the project reduce road depth of flooding greater than 2 ft (non-evacuation route)	Yes = 1 No = 0	1
Residential - Number of impacted structures during 2-year event	# of structures	1
Residential – Additional number of impacted structures during 10-year event	# of structures	0.75
Residential - Additional number of impacted structures during 50-year event	# of structures	0.5
Residential - Additional number of impacted structures during 100-year event	# of structures	0.25
Non-Residential Number of impacted structures during 2-year event	# of structures	0.75
Non-Residential Additional number of impacted structures during 10-year event	# of structures	0.5
Non-Residential Additional number of impacted structures during 50-year event	# of structures	0.25
Non-Residential Additional number of impacted structures during 100-year event	# of structures	0

Table 4 Sustainable Groundwater Criteria (RWMWD Goal 4)

Criteria	Score	Weight
Project promotes infiltration	Yes = 1 No = 0	2
Groundwater recharge potential ¹	Score divided by 24 to normalize to score range from feasibility study	1

¹Recharge potential assigned based on Barr 2015 study

Table 5 Community Criteria (RWMWD Goal 5)

Criteria	Score	Weight
Is the project within a District Priority Equity Area?	ACP50 Area = 2 ACP or District priority area = 1	2
Does the project have a planned educational component, public art, or other visible signage to increase awareness of the District's efforts?	Yes = 1 No = 0	1
Does the project improve community attractiveness or value?	Yes = 1 No = 0	1
Does the project provide opportunity for volunteer engagement in the District?	Yes = 1 No = 0	1
Does the project improve community businesses or economic growth/benefit?	Yes = 1 No = 0	1
Does project reduce any public health risk?	Yes = 1 No = 0	1
Does the project minimize ambient pollution (noise, light, vibration)?	Yes = 1 No = 0	1
Does the project provide leadership opportunities for community members (i.e. Citizens Advisory Commission involvement)?	Yes = 1 No = 0	1
Does the project foster collaboration with cities, watershed management organizations, educational institutions, and other stakeholders to develop and implement shared communication and messaging strategies?	Yes = 1 No = 0	2
Is there a public demand for this project?	Yes = 1 No = 0	1

Criteria	Score	Weight
Does the project provide for stakeholder engagement (comment, workshops, etc.)?	Yes = 1 No = 0	1

Table 6 Organization Management Criteria (RWMWD Goal 6)

Criteria	Score	Weight
Was a plan created for long term monitoring and maintenance?	Yes = 1 No = 0	1
Does the project extend the useful life of existing infrastructure?	Yes = 1 No = 0	1
Does the project use recycled materials?	Yes = 1 No = 0	1
Does implementation/construction reduce excavated materials taken off site	Yes = 1 No = 0	1
Does design provide for deconstruction/recycling of existing infrastructure/materials	Yes = 1 No = 0	1
Does design address changing climate trends/prepare for long-term resiliency	Yes = 1 No = 0	2
Is the project innovative?	Yes = 1 No = 0	1
Easy to construct/implement (i.e. logistically easy, shovel ready project)	Yes = 1 No = 0	1
Who will be responsible for maintenance (per project O&M agreement or anticipated agreement)?	District/Unknown = 0 Project Partner = 1	1
Project Partner	Public = 1 Willing = 0.5 Private = 0	1

In addition to the criteria outlined in Table 1 through Table 6, general project information is also included in the tool including: the subwatershed the project is located in, its corresponding implementation activity from the RWMWD Watershed Restoration and Protection Strategy report (where applicable), and the report or memo from which the project was recommended.

3.0 Prioritization Tool and Results

The prioritization tool exists as a Microsoft Excel spreadsheet that RWMWD can alter as needed. For example, criteria weights can be changed, and scores are updated automatically. Figure 1 shows the tool for a selection of projects. The projects included in the prioritization tool are shown by project type in Figure 2.

ADD NEW PROJECT HERE BY
INSERTING COLUMN -->

Project No.		49	48	47	44	43	39
Rank		62	13	3	5	23	2
		Flood Area: Downstream of Battle Creek Lake	Knowlan's Fresh Foods rain garden	Beaver Lake Living Streets	Target BMP retrofits	I-94/I-494/I-694	Flood Area: Owasso Basin
Project Type		Flooding	Water quality	Water quality	Water quality	Water quality	Flooding
Subwatershed		Battle Creek	Beaver Lake	Beaver Lake	Kohlman Creek	Battle Creek Lake	Gervais Creek
Implementation Activity		BC-4	BL-4	BL-4	DW-6	BCL-4	GC-3
Report Title		Flood-Risk Project Identification and Prioritization (Beltline Resiliency)	Beaver Lake Subwatershed Feasibility Study	Beaver Lake Subwatershed Feasibility Study	North St. Paul Target Retrofits Summary	Battle Creek Lake Subwatershed Feasibility Study	Flood-Risk Project Identification and Prioritization (Beltline Resiliency)
Conceptual cost for projects or flood alternatives		--	\$292,500	\$6,620,000	\$619,268	\$413,500	\$14,922,000
Total Score Unweighted		3.0	10.0	21.5	224.0	8.0	135.5
Total Score		4.0	12.0	23.5	19.0	10.0	54.8
Primary Goal	Subcategory Weight	3. Flooding	5. Community	5. Community	5. Community	1. Water Quality	3. Flooding
1. Water Quality	1	1.0	1.5	5.0	5.0	4.0	0.0
2. Ecosystem	1	0.0	0.0	2.0	1.0	0.0	0.0
3. Flooding	1	3.0	0.0	0.0	0.0	2.0	43.3
4. Groundwater	1	0.0	2.5	2.5	2.5	0.0	0.0
5. Community	1	0.0	5.0	9.0	8.0	0.0	9.0
6. Manage Organization	1	0.0	3.0	5.0	2.5	4.0	2.5


RWMWD Goal	Criteria	Strategic Plan Action Item	Additional criteria description	Qualifiers	Weight						
 RWMWD Goal 1. Achieve quality surface water	\$/lb TP Removed	MO6	--	< \$10,300 = 1 >\$10,300 = No ponits	-- 2		\$12,100	\$4,000	\$8,900	\$690	--
	\$/lb TSS Removed	MO6	Only add data for subwatersheds with TSS TMDL	< \$50 = 1 > \$50 = No points	--			1	1	1	
					1						
	Project in/tributary to impaired subwatershed?	WQ2	--	Yes = 1	1	1			1		
	TMDL Reduction Goal (% or lbs)	WQ2	--	--	--				209		
	% of TMDL goal addressed	WQ2	--	> 10 % = 1 < 10 % = 0	1						
	Reduce Impervious Area?	WQ17	--	Yes = 1	1		1	1	1		
	TP Removals (lbs/yr, %)	WQ2	--	< 1 lb = 0 1-4 lbs = 0.5 5-10 lbs = 1 >10 lbs = 2	--		1.46	11.5	5.2	36.3	
					--		50%	15%	80%	55%	
					1		0.5	2	1	2	
	TSS Removals (lbs/yr, %)	WQ2	Only add data for subwatersheds with TSS TMDL	< 50 lbs = 0 50-200 lbs = 0.5 200 - 1000 lbs = 1 >1000 lbs = 2	--						
					--						
					--						
	Longevity of treatment (in-lake)	WQ2	--	>= 10 years = 1 < 10 years no points	2						
	Internal load as % of total load	WQ2	--	< 10% no points 10%-60% = 0.5 >60% = 1	2						

Figure 1



 <p>RWMWD Goal 2. Achieve healthy ecosystems</p>	Habitat connection opportunities	EC4	Provides connection between multiple restoration areas	Yes = 1	1			1			
	Proximity to existing features	--	Number of adjacent features	< 2 = no points 2-5 = 0.5 point >5 = 1 point	1						
	% of site restored	--	--	>50% = 1 <50% = no points	1						
	Preserve or enhance habitat	EC4	Does not degrade quality of existing habitat features	Yes = 1	2						
	Preserve or enhance species biodiversity	EC4	--	Yes = 1	1			1	1		
	Protect wetlands	EC4	Project provides wetland protection measures	Yes = 1	1						
	Reduce pesticide and fertilizer impacts	--	--	Yes = 1	1						
	Control invasive species	EC5	--	Yes = 1	1						
 <p>RWMWD Goal 3. Manage risk of flooding</p>	Potential flood storage	FL3	--	Yes = 1	2	1				1	
	Near District-managed water body	--	--	Yes = 1	1	1					
	Adjacent to District-managed facility	--	--	Yes = 1	2						1
	Does the project address local or regional flooding?	--	--	Local = 0.5 Regional = 1	1						1
	Does the project address road flooding on evacuation route	FL3	--	Yes = 1	1						
	Does the project reduce road depth of flooding greater than 2 ft (non-evacuation route)	FL3	--	Yes = 1	1						1
	Residential - Number of impacted structures during 2-year event	FL3	--	#	1						
	Residential - Number of impacted structures during 10-year event	FL3	additional structures from 2-year count	#	0.75						6
	Residential - Number of impacted structures during 50-year event	FL3	additional structures from 10-year count	#	0.5						17
	Residential - Number of impacted structures during 100-year event	FL3	additional structures from 50-year count	#	0.25						89
	Non-Residential Number of impacted structures during 2-year event	FL3	--	#	0.75						3
	Non-Residential Number of impacted structures during 10-year event	FL3	additional structures from 2-year count	#	0.5						3
	Non-Residential Number of impacted structures during 50-year event	FL3	additional structures from 10-year count	#	0.25						1
	Non-Residential Number of impacted structures during 100-year event	FL3	additional structures from 50-year count	#	0						4

Figure 1



 RWMWD Goal 4. Support sustainable groundwater	Project promotes infiltration	GW5/GW9	--	Yes = 1	2		1	1	1		
	Groundwater recharge potential (Barr 2015)	GW5/GW9	--	Score is divided by 24 to normalize	1		0.46	0.54	0.54		
 RWMWD Goal 5. Inform and empower communities	District Priority Equity Area	MO21	Is the project location in a priority area for the District's equity initiative? Does the project positively impact the community?	2 points for ACP50 1 point for ACP or District priority area	2				1		1
	Does the project have a planned educational component, public art, or other visible signage to increase awareness of the District's efforts?	IE1, IE3, IE4, IE7, IE9	Increases public awareness, visibility and interest in the District and its efforts, positively influences the actions of others, informs residents and other stakeholders about how individuals can be responsible stewards of the watershed	Yes = 1	1		1	1	1		1
	Does the project improve community attractiveness or value?	IE17	Add recreation access, aesthetic improvements, or other usable features	Yes = 1	1		1	1	1		1
	Does the project provide opportunity for volunteer engagement in the District?	IE2	Recruit and engage volunteers in District projects/programs	Yes = 1				1			
	Does the project improve community businesses or economic growth/benefit?	IE17	--	Yes = 1	1		1	1	1		1
	Does project reduce any public health risk?	--	--	Yes = 1	1			1			1
	Minimize ambient pollution (noise, light, vibration)		--	Yes = 1	1			1			
	Provide leadership opportunities for community members (i.e. Citizens Advisory Commission involvement)	IE15	--	Yes = 1	1			1			
	Foster collaboration with cities, watershed management organizations, educational institutions and other stakeholders to develop and implement shared communication and messaging strategies	IE5, IE12	--	Yes = 1	2		1	1	1		1
	Is there a public demand for this project?	IE15	--	Yes = 1	1						
	Provide for stakeholder engagement (comment, workshops, etc.)	IE14	--	Yes = 1	1			1	1		1

Figure 1


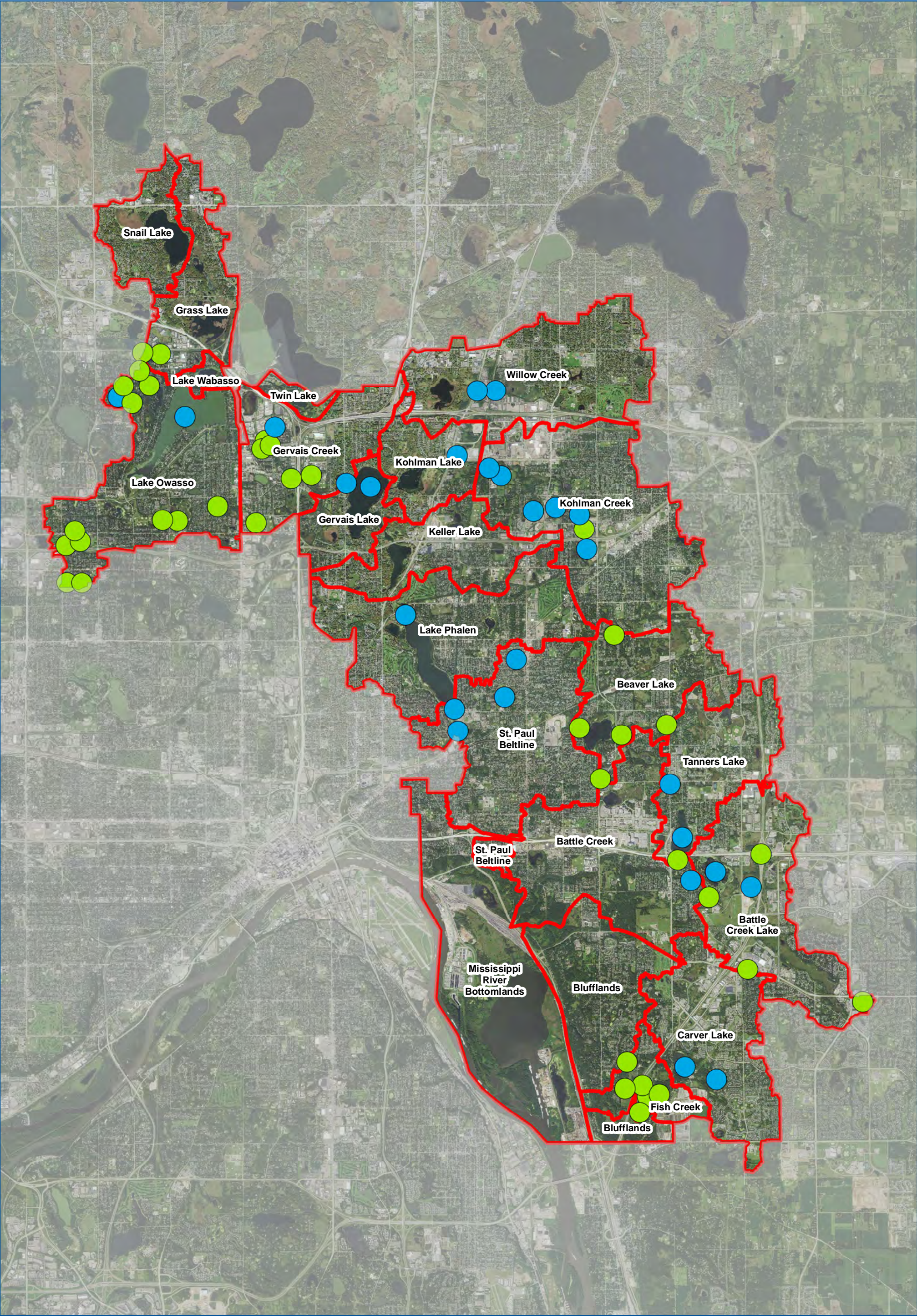


 <p>RWMWD Goal 6. Manage organization effectively</p>	Was a plan created for long term monitoring and maintenance?	WQ4/EC4/FL4	Include monitoring or maintenance plan?	Yes = 1	1		1	1	1	1	1
	Does the project extend the useful life of existng infrastructure?	Sustainability/Envision	--	Yes = 1	1					1	
	Does the project use recycled materials?	Sustainability/Envision	--	Yes = 1	1						
	Does implementation/construction reduce excavated materials taken off site	Sustainability/Envision	--	Yes = 1	1		1	1	1	1	
	Does design provide for deconstruction/recycling of existing infrastructure/materials	Sustainability/Envision	--	Yes = 1	1		1	1			
	Does design address changing climate trends/prepare for long-term resiliency	FL9, Sustainability/Envision	--	Yes = 2	1						1
	Is project innovative?	WQ11/MO13, Sustainability/Envision	Expand the use of innovative water quality improvement designs, products, equipment, and methods as necessary to address sites with limited land area for conventional treatmnet techniques. Is project unique to its subwatershed?	Yes = 1	1			1			
	Easy to construct/implement (i.e. logistically easy, shovel ready project)	--	--	Yes = 1	1						
	Who will be responsible for maintenance (per project O&M agreement or anticipated agreement)?	MO17		District/Unknown = 0 Project Partner = 1	1						
	Project Partners	MO17	--	Public = 1 Willing = 0.5 Private = No points	1			1	0.5	1	0.5

Figure 1










Major Watersheds

Project Type

 Flooding

 Water Quality



06,00012,000

Feet

Prioritized District Projects

Ramsey-Washington Metro Watershed District

FIGURE 2

* * * * *

Administrator's Report

* * * * *

MEMO

TO: Board of Managers and Staff
FROM: Tina Carstens, Administrator
SUBJECT: August Administrator's Report
DATE: July 30, 2021

A. Meetings Attended

Wednesday, July 7	6:30 PM	Board Meeting
Monday, July 12 – Friday, July 23	ALL DAY	Vacation
Wednesday, July 28	9:00 AM	MAWA Executive Committee Meeting
	2:00 PM	Meet with Barr re: 2022 Budget Items
Friday, July 30	1:00 PM	IDI 1:1 Meeting

B. Upcoming Meetings and Dates

September Board Meeting	September 1, 2021
Board Workshop – Wetlands	September 15, 2021
CAC Meeting	September 28, 2021
October Board Meeting	October 6, 2021
Metro MAWD	October 20, 2021
CAC Meeting	October 26, 2021
November Board Meeting	November 3, 2021
MAWD Annual Meeting	December 1-4, 2021
December Board Meeting	December 8, 2021
CAC Meeting	December 7, 2021

C. Ongoing Updates

Since the last board meeting, I have been out of the office for two weeks on vacation. I have worked mostly with staff on 2022 work planning and budgeting. The items mentioned below are ongoing and will ramp up over the next month.

Ramsey County Permitting – This is ongoing. I am continuing to work with Ramsey County staff and our attorney staff on this. I anticipate having something in place by the end of fall.

District Art Policy – Staff have researched other watershed and city policies on public art related to their cost-share programs. This is also ongoing, and we will have something for the board at a future meeting.

PFCs and Alum Use – Last month, the board discussed two topics and requested staff to bring information back to the board at a later date. I will be working with District and Barr staff to provide information to the board over the next several months.

D. Staffing Changes due to Retirement

I was recently notified that Debbie Barnes, District Administrative Assistant, will be retiring, and her last day will be September 8th. Debbie has been with the watershed for over seven years. I am thankful for her time at the watersheds. She worked closely with me to prepare your board packets as well as preparing for the in-person meetings, when we had them! Her job is to work with each staff and provide support as needed as well as be the welcoming face and voice of the watershed.

I will be reviewing the job description and will advertise the position soon. If possible, we'd like to have someone on board to fill the position before Debbie's last day to have some in-person training before she leaves.

* * * * *

Project and Program Status Reports

* * * * *

Memorandum

To: Board of Managers and Staff
From: Tina Carstens and Brad Lindaman
Subject: Project and Program Status Report – August 2021
Date: July 29, 2021

Project feasibility studies

Interim emergency response planning for district areas at risk of flooding (Barr project manager: Gareth Becker; RWMWD project manager: Tina Carstens)

The purpose of this project is to provide information and guidance to cities throughout the district about how to protect low-lying habitable structures from flooding during the 100-year storm event. These emergency response plans address areas for which there is 1) not currently a feasible project that has been identified to protect structures or 2) a project that cannot be implemented in the near future due to logistical and/or budgeting reasons. This effort is an outcome of the Beltline resiliency study.

During July, Barr finished processing data for surveys of commercial, institutional, multiunit, and single-family properties where we had consent to survey on private property.

The processing of laser scan data is complete, and elevation data is being extracted, checked, and passed along to Barr's modeling group to help determine actual structures in the flood zone. During August, we plan to regenerate maps of structures deemed to be at risk of flooding by comparing new surveyed low elevations against the updated 100-year flood inundation extent generated after model updates are completed.

Kohlman Creek flood risk reduction feasibility study (Barr project manager: Erin Anderson Wenz; RWMWD project manager: Tina Carstens)

The purpose of this study is to evaluate the benefit-cost relationships of infrastructure changes throughout the Kohlman Creek subwatershed by reviewing potential pipe alignments, land acquisition costs, utility conflicts, permitting issues, and related design as well as construction and long-term maintenance costs associated with each alternative that achieves the project objective of removing habitable structures from the 100-year floodplain in this area. This study is a follow-up step to the Beltline resiliency study.

Surveying of the Kohlman Creek area was coordinated with the emergency response planning described above and is now complete. The collected survey elevations included the low opening and low adjacent grade near each structure considered to be at risk of flooding based on our review of the LiDAR data. This information is needed to provide more accurate elevations than those estimated from LiDAR to determine which structures within the flood zone warrant more attention.

Flood damage reduction projects that were described conceptually in the Beltline resiliency study will next be evaluated in greater detail for the Kohlman Creek subwatershed feasibility study.

In addition, Barr continued to incorporate storm sewer data for some of the smaller systems surrounding Postal Credit Union (PCU) Pond and for other areas in Maplewood into the district's XP-SWMM model.

Ames Lake flood risk reduction feasibility study (Barr project manager: Erin Anderson Wenz; RWMWD project manager: Tina Carstens)

The purpose of this study is to evaluate the benefit-cost relationships of infrastructure changes that would remove habitable structures from the floodplain in this area. This study will be phased. The first phase (currently underway) involves communications with the City of Saint Paul about how to approach flood management in this area, which involves both regional and localized flooding issues. The second phase (if pursued) will encompass reviewing potential pipe alignments, land acquisition costs, utility conflicts, permitting issues, and related design as well as construction and long-term maintenance costs associated with each alternative that achieves the project objective, as defined in partnership with the city. This study is a follow-up step to the Beltline resiliency study.

Surveying of the Ames Lake area was also coordinated with the emergency response planning described above and is now complete. Flood damage reduction projects that were described conceptually in the Beltline resiliency study will next be evaluated in greater detail for the Ames Lake area feasibility study, concurrent with and similar to the Kohlman Creek subwatershed feasibility study.

Grass Lake berm wetland mitigation (Barr project manager: Brad Lindaman; RWMWD project manager: Tina Carstens)

The purpose of this study is to monitor the project-specific wetland replacement/mitigation area as required by the Wetland Conservation Act to replace wetland impacts associated with the Grass Lake berm project.

During July, the Ramsey County Parks board approved the access agreement and associated request. The agreement will allow for wetland replacement, monitoring, and maintenance to offset wetland fill conducted as a part of the Grass Lake berm project. Barr is conducting hydrology monitoring, which involves installing well materials and data loggers and coordinating monitoring efforts and well installation. Monitoring and vegetation maintenance will continue for the next three to five years, depending on the success of replacement.

Monitoring water quality/project monitoring

Special project best management practice (BMP) monitoring (Barr project manager: Katie Turpin-Nagel; RWMWD project manager: Paige Ahlborg)

The primary objective of this project is to monitor specific water quality BMPs that the RWMWD has implemented, particularly those that include filtration media such as iron-enhanced sand, spent lime, or CC17 crushed limestone aggregate, and/or which leverage continuous monitoring and adaptive control (CMAC) technology.

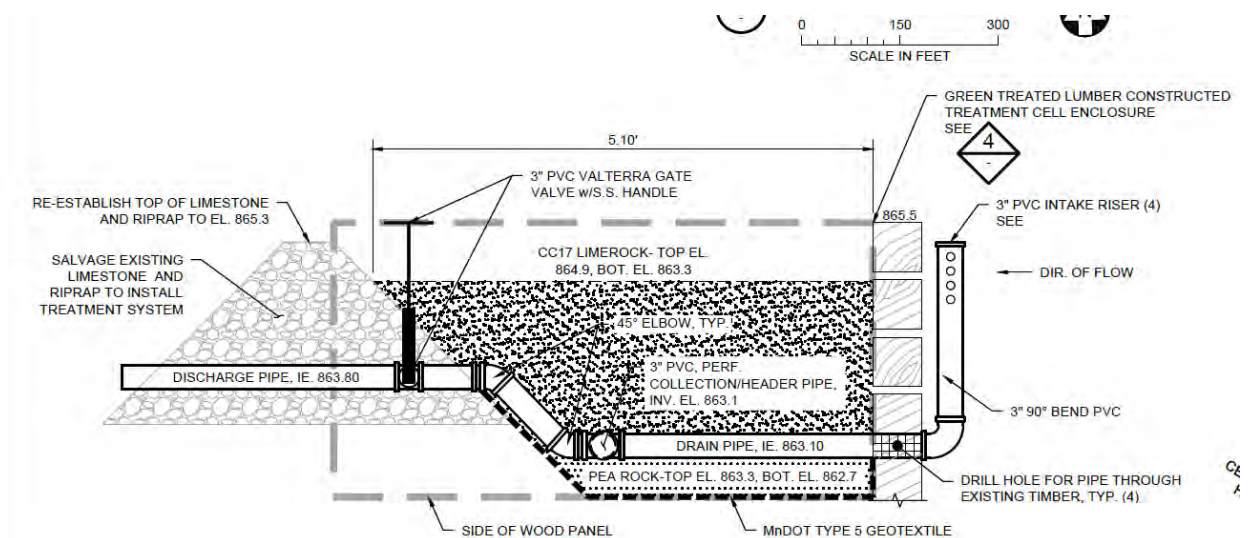
This period, Barr helped coordinate the actuator replacement and electrical verification at the Willow Pond CMAC spent-lime filter in Roseville's Willow Pond Park. We continue to coordinate long-term monitoring of lakes, stormwater ponds, and watershed BMPs.

Research projects

Kohlman permeable weir test system (Barr project manager: Keith Pilgrim; RWMWD project manager: Bill Bartodziej)

The objective of this current investigation is to develop one or more conceptual designs that will fit within the footprint of the existing Kohlman Basin permeable weir that will allow for ongoing testing of the system's effectiveness at removing total suspended solids and phosphorus.

Two test cells were constructed in May as a part of the 2021 CIP maintenance and repairs project. These test cells will allow Barr and the RWMWD to evaluate the functionality of an upflow treatment cell (see figure below) designed to maximize the volume of water treated by filtration in the Kohlman Basin. This unique test system design requires a one- to two-year test period to evaluate the hydraulics of the system in a small area before upflow filtration cells are constructed across the basin. The media in the treatment cell is a crushed limestone called CC17. If the system modifications are effective, broad implementation across the weir is expected to significantly improve the performance of the entire permeable weir system. Most recently, Keith Pilgrim inspected the test cells, and minor field modifications were made to the filters to verify that the hydraulics can be evaluated properly once testing is fully underway. Temporary stilling well and level sensors were installed to identify the



treatment capacity of the cells as a function of water height at the upstream weir. During this most recent period, the temporary level sensors were replaced with sensors from which the data can be downloaded without removal of the sensor.

Shallow lake aeration study (Barr project manager: Keith Pilgrim; RWMWD project manager: Bill Bartodziej)

The purpose of this study is to evaluate the potential effectiveness of aeration in shallow lakes by studying the effect of aeration in two smaller shallow systems (Markham Pond and Frog Pond) in detail during 2021 and 2022. This approach is being pursued as an alternative to whole-lake alum treatments.

Sampling was conducted in late June in both Frog Pond and Markham Pond. Data received to date indicate that both ponds have internal phosphorus release; hence, the original intent of this study to determine if aeration can reduce internal phosphorus loading can be tested with these systems. Unfortunately, a fountain was installed in mid-July at Frog Pond, which has the potential to affect the outcome of this test site. Barr will proceed with sampling as planned but will review the data in real time to determine if it is reasonable to proceed in August and September.

Project operations

2021 Tanners Lake alum facility monitoring (Barr project manager: Meg Rattei; RWMWD project manager: Eric Korte)

The purpose of this project is to complete monitoring and reporting required by the general National Pollutant Discharge Elimination/State Disposal System permit for municipal separate storm sewer systems (MS4s).

Since June 16, the alum treatment plant has operated sporadically but has mainly been shut down due to either no flow entering the plant or such low inflow that accumulation of alum in the inflow chamber has caused low inflow pH. Barr restarted the alum plant after a decent-sized precipitation event and then shut it down when inflow again diminished to very low levels. The alum plant is currently shut down, and we observed no inflow the last time we checked.

Barr continued working with the Minnesota Pollution Control Agency (MPCA) to answer questions and provide required information to add the 2020 data to the MPCA EQUIS database.

Capital improvements

Target store stormwater retrofit projects (Barr project manager: Katie Turpin-Nagel; RWMWD project manager: Paige Ahlborg)

The purpose of this project is to design, provide bid assistance for, and oversee construction of BMP retrofits at two Target retail stores.

Construction started at the North Saint Paul Target project on July 12. Construction is currently ahead of schedule, with an anticipated completion date in early September 2021. During installation of the tree trenches, unsuitable soft soils were found at the design bottoms. Change order 2, included as part of the consent agenda for consideration at the August board meeting, outlines the additional work that is required by the contractor for construction of the tree trenches.

For the East Saint Paul Target project, Barr continued to coordinate with Target staff about breaks in irrigation lines that have appeared post-construction (unrelated to construction activities). Target coordinated the irrigation repairs, and the RWMWD confirmed that the irrigation concerns noted in the field have been fixed.

Targested retrofit projects (Barr project manager: Matt Kumka; RWMWD project manager: Paige Ahlborg)

The purpose of this project is to design, provide bid assistance for, and oversee construction of BMP retrofits on previously identified commercial, school, and faith-based properties throughout the district.

Construction is underway on the St. Rose of Lima parking lot retrofit, in partnership with the City of Roseville. The city is leading contracting with the apparent low bidder, OMG Construction. The RWMWD's work includes reducing impervious surface of the parking lot without losing stalls by reorienting the stall positions and adding larger islands to support trees. The City of Roseville is installing an underground storage and infiltration system, while the church is contributing money for asphalt reconstruction.

As described last month, Barr has used the project prioritization tool to rank stewardship grant opportunities that had been recommended in the RWMWD's past subwatershed feasibility studies. A memo describing the various elements of the project prioritization tool is included in this month's board packet, as the managers requested at the July board meeting.

Keller channel weir and Phalen outlet resiliency modifications (Barr project manager: Greg Nelson; RWMWD project manager: Tina Carstens)

This project includes design, bid document development, bidding, permitting, and project procurement of modifications to the Keller channel structure and the Phalen outlet structure. The purpose is to implement a design that will allow the RWMWD to remotely adjust the weir heights on the Keller channel structure and the Phalen outlet structure in accordance with an approved operating plan. Operation of the structures under certain conditions will help reduce upstream flood levels where homes exist in the floodplain. This CIP is an implementation item from the Beltline resiliency study.

During this period, the contractor, subcontractor, and vendors substantially completed the project. In-Control provided system operations training and demonstration to district staff and others involved. The contractor finished the final punch-list items to meet the final completion deadline. A change order for additional wires that were furnished and installed was presented to Barr. We reviewed the request with respect to the contract documents and found no support for additional payment for this item. We responded with a letter to the contractor citing sections of the contract that aligned with Barr's opinion. However, we also explained that the contractor could still request the additional payment directly from the owner and explain the claim further. That correspondence is attached to this report for discussion and consideration at the August board meeting. All other work items are complete, and the system is fully functional. Final payment will be issued once the board decides about the request for additional payment.

Ryan Drive and Keller Parkway conveyance (Barr project manager: Sam Redinger; RWMWD project manager: Dave Vlasin)

The purpose of this project is to implement improved conveyance through Gervais Creek, as recommended by the Owasso Basin bypass feasibility study. This CIP is an implementation item from the study recommended in the Beltline resiliency study.

Fitzgerald Excavating is coordinating its construction schedule around delivery of the precast box culverts, which are expected in August. The preconstruction meeting was held on July 14; attendees including Fitzgerald Excavating and other project stakeholders (e.g., City of Little Canada, Ramsey County, etc.). The notice to proceed will be issued shortly as the contractor's start date is confirmed. Construction is anticipated to begin in early August.

All right-of-entry access agreements and temporary construction easements have now been received, as has the Minnesota DNR permit (MPARS), and the RWMWD construction permit has been conditionally approved. Fitzgerald Excavating will coordinate other permits (e.g., right-of-way/obstruction permit, traffic control plan, etc.); these permits will be discussed at the preconstruction meeting.

CIP project repair and maintenance

Beltline/Battle Creek tunnel five-year inspection (Barr project manager: Sam Redinger; RWMWD project manager: Dave Vlasin)

The purpose of this project is to maintain the existing Beltline and Battle Creek tunnel systems and infrastructure owned and operated by the RWMWD.

With repairs complete, Barr is developing record drawings for the project, as well as a summary memorandum of the investigation and repairs conducted on McKnight Basin Structure 98. This memorandum may be provided to the Minnesota DNR in response to its dam inspection report from fall 2020 (the driver behind the McKnight Basin Structure 98 repairs).

The remaining portion of the 2020 inspection (the Mississippi River Branch and Battle Creek pipe), along with the baseline survey of the Battle Creek pipe, will be completed this fall/winter as flow conditions allow and the tunnel(s) can be accessed safely.

CIP maintenance/repairs 2021 project (Barr project manager: Greg Nelson; RWMWD project manager: Dave Vlasin)

The purpose of this project is to maintain existing systems and infrastructure owned and operated by the RWMWD and to assist and facilitate stormwater pond cleanouts to allow other public entities to meet their MS4 requirements.

During this period, the contractor completed all work at all sites, except for the remaining channel cleaning north of South Owasso Boulevard at the Owasso Basin. Last month, the board approved Fitzgerald's request for a contract extension with a final completion date of December 31, 2021. Fitzgerald will execute this remaining channel cleanout using the means and methods that fulfill the contractor's obligation to complete the work. At this time, Fitzgerald is still developing its schedule to return to Owasso Basin. Final payment will be made once the remaining item is complete. Progress payment number 4 is included in this month's consent agenda for consideration.

New technology review (Barr project manager: Matt Kumka; RWMWD project manager: Tina Carstens)

The purpose of this project is to educate the board and RWMWD staff on new and interesting technologies and design strategies related to water quality improvement and other issues of concern within the district.

Education programs across the country

An important component to watershed management is the education and engagement of community members. Counties across the country are teaching their community members about local water quality issues through interactive programs. The primary goal of these programs is to teach community members about water quality issues in their watersheds and how the community can contribute to improving their watersheds. This new technology review will present how four communities are incorporating education into their watershed management programs.

Long Island Water Quality Challenge: Long Island, New York

Long Island developed the Long Island Water Quality Challenge as part of the Long Island Nitrogen Action Plan. The challenge is a STEAM competition for students in grades 6 to 12 to design a method or system to reduce nitrogen release from school grounds. Nitrogen pollution is a concern because excess

nitrogen can cause algal blooms and eutrophication in local waterways. Students can enter the challenge by submitting a proposal to one of two categories: low input landscape or stormwater treatment. Low input landscape refers to methods to reduce fertilizer, pesticide, and water application with the use of new landscape designs or the selection of plants. Stormwater treatment refers to systems such as rain gardens that can be used to treat and reduce nitrogen.

Proposals included the following information:

- Existing conditions: type and amount of fertilizer used, current stormwater treatment at school, etc.
- Background research: low-input landscape methods or stormwater treatment systems
- Preliminary design with materials
- Final designs with cost estimates
- Analysis and discussion: estimation of nutrient removal and other benefits of the design
- Conclusions: what the students learned about nitrogen pollution and potential future projects

A team of experts reviewed the proposals and selected projects to receive funding ranging from \$1,000 to \$5,000. For example, sixth graders designed the bioretention garden seen in figure 1. This program allows students to apply knowledge acquired in the classroom and learn more about local water quality issues in a more interactive way than a lecture.



Figure 1: Rain garden that was built at Cutchogue Elementary School as part of the Long Island Water Quality Challenge

Additional information:

<https://lirpc.org/water-quality-challenge/>

<https://www.newsday.com/long-island/suffolk/nitrogen-pollution-algal-blooms-stem-steam-grant-elementary-students-1.50289249>

Patton Park Stormwater Stroll: Hendersonville, North Carolina

The City of Hendersonville Stormwater Management Program hosted the Patton Park Stormwater Stroll, which was funded by an NC-319 grant from the North Carolina Department of Environmental Quality. The city implemented multiple green stormwater infrastructure systems into Patton Park, including

rainwater cisterns, bioretention ponds, rain gardens, permeable paving, and a stormwater wetland. The combination of the green stormwater infrastructure has the capability to treat more than 1 million gallons of polluted runoff each year. The Stormwater Stroll also includes educational signs next to each green stormwater infrastructure system (figure 2).



Figure 2: Rainwater cisterns with an educational sign from the Patton Park Stormwater Stroll

Additional information and video:

<https://www.hendersonvillenc.gov/news/stormwater-stroll>

<https://www.youtube.com/watch?v=IL8G5g6yXx4>

Cypress Living Laboratory: San Antonio, Texas

The Cypress Living Laboratory is an outdoor classroom that will open later this summer at the University of Texas at San Antonio. Construction of the laboratory was funded as part of the San Antonio Proposition 1 Edwards Aquifer Protection Projects. The primary goal of the Cypress Living Laboratory is to promote environmental education with an emphasis on aquifer recharge. The laboratory will encompass a 2,000-square-foot building built with multiple green stormwater infrastructure sites such as a green roof, bioswale, and bioretention (figure 3). The green stormwater infrastructure sites will help teach the community about urbanization, water quality, and aquifer recharge, and the building will be used for summer camps, as a field trip destination for K-12 students, and for hosting workshops for community members such as homeowners and landowners.



Figure 3: Three-dimensional model of the Cypress Living Laboratory

Additional information:

<https://facilities.utsa.edu/projects/cypress-living-lab/>

<https://www.utsa.edu/today/2021/01/story/cypress-living-laboratory.html>

Creek Week: Charlotte, North Carolina

Since 2019, Charlotte has hosted Creek Week, during which community members can volunteer to help improve the water quality of local streams. Events include storm drain marking (i.e., marking drains as ones that discharge to streams), stream cleanup, and tree maintenance. The goal is to improve water quality as well as teach community members about the 3,000 miles of creek in the city and Mecklenburg County.

Additional information:

<https://charlottenc.gov/newsroom/cityhighlights/Pages/Charlotte-recognizes-Creek-Week.aspx>

Conclusion

Counties and watersheds around the country are exploring new ways to educate community members about water quality issues. Each education strategy outlined above has benefits and drawbacks ranging from target audience, funds required, frequency of use, and more (table 1). For example, the Long Island Water Quality Challenge primarily educates children, requires funds for approved projects, and occurs only once a year—compared to an educational park or building that the whole community could use year round but would require more significant funds and land space.

Table 1: Summary of benefits and drawbacks of education methods

Education method	Benefits	Drawbacks
Long Island Water Quality Challenge	<ul style="list-style-type: none">▪ Educates younger generation▪ Allows students to apply knowledge learned in the classroom to the real world▪ No land requirement▪ Active engagement	<ul style="list-style-type: none">▪ Funds required for selected projects▪ Time/people to review proposals▪ Once a year
Patton Park Stormwater Stroll	<ul style="list-style-type: none">▪ For the entire community▪ Used year round▪ No staff needed once implemented	<ul style="list-style-type: none">▪ Land required for green infrastructure▪ Funds for building▪ Less active engagement (solely reading signs)
Cypress Living Laboratory	<ul style="list-style-type: none">▪ For the entire community▪ Used year round▪ Can be used for a wide variety of events▪ Active engagement with activities and events	<ul style="list-style-type: none">▪ Land required for building▪ Funds for building and educational staff
Creek Week	<ul style="list-style-type: none">▪ For the entire community▪ Minimal funds needed	<ul style="list-style-type: none">▪ Difficult to spread awareness▪ Once a year

Natural Resources Update – Bill Bartodziej and Simba Blood

Lake Phalen Shore Restoration – Monitoring and Evaluation Project

Project background

Between 2001 and 2011, the Watershed restored 10 areas of Lake Phalen’s shoreline. In general, the goal of the lake-wide initial shoreland restoration was to address habitats (upland, shoreline, adjacent littoral zone) that were typically sparse turfgrass and/or colonized by invasive plant species. In addition, some areas were actively eroding with exposed soil/sediment, often with significant landform modifications (e.g., soil fill or rip-rap on the shore slope). Shoreland restored to native perennial vegetative cover stabilizes the bank and contributes less sediment and associated nutrients to the lake, as well as providing habitat for fish and wildlife, and benefiting the park users by providing aesthetic appeal.



**Intensive restoration took place on sites 1-10.
These will be included in the assessment.**

Monitoring and evaluation

The Watershed will be partnering with Dr. Sue Galatowitsch, U of MN - Fish, Wildlife, and Conservation Biology Department, on a project to assess the shore restoration areas around Lake Phalen. This is a very unique opportunity because the Phalen restoration is the largest and one of the most established shoreland ecological restorations in the state. We have in-depth restoration and detailed long-term maintenance records available for each site which will allow for a comprehensive assessment. Critically

evaluating this project after two decades since the initial project broke ground is likely to provide valuable guidance for advancing shore restoration practices and maintenance activities. We began training, surveying plant communities, and collecting data last week. We will process the data over the winter and plan to publish findings in a refereed ecological restoration journal. To our knowledge, there is not another study like this reported in the literature.

Field Protocol

Dr. Galatowitsch has trained our staff in the field, and our NR team will complete the monitoring (approximately 6 days) between July-September of this year. The following summarizes the field monitoring protocol for this assessment, which will consist of four components (landform/infrastructure, invasive species prevalence, colonization of native vegetation, fate of seeded and planted species).

Vegetation components (Invasive, colonizing, seeded planted species)

The data for these components will rely primarily on timed meander surveys, adapted from Bohnen and Galatowitsch (2016). The timed meander sampling technique is a plotless assessment method that can be modified to adapt to site size and plant community variation. For the timed meander of the Phalen sites (all < 5 ac), the observer will walk one meander route through the restored plant community and record all of the species, both native and introduced, encountered during the meander (i.e., those visible from the route-approximately 4-5 ft from observer). Aerial cover is assigned to all species. There are no designated plots or data points; therefore, no equipment is needed to mark plots or transects.

Field protocol:

- 1) Identify the distinct vegetation zones within the plant community of the restoration site. A zone is considered distinct if there is a readily observable shift in dominant species that correspond to an environmental gradient. Do not count patches of clonal species such as those formed by invasive species as distinct vegetation zones unless that shift corresponds to an environmental gradient. For example, when assessing a wetland plant community, the vegetation zones may include wet meadow, marsh, and/or wet prairie, etc.
- 2) Determine the general route placement of the meander survey based upon the size and shape of the site, with an aim to represent the vegetation across the restoration. The route is not marked with flags prior to the survey.
- 3) Determine the meander survey duration. Conduct the meander survey for a base time of 30 minutes, if there is one vegetation zone. Add 20 minutes additional time to the 30-minute base time for each additional vegetation zone. In general, most Phalen restoration sites are likely to have three vegetation zones (prairie, shoreline meadow, littoral) and so require a 70-minute meander survey.
- 4) Record all species encountered during the base time with an aerial cover >1% unless it is a target invasive species or was a species that was seeded/planted (for these spp., record even if cover <1%). Pause the meander time when necessary to identify a species. Stop the meander before the base time expires if the entire meander route has been adequately surveyed in less

than the allotted time (likely on small and species-poor sites). Record the stop time of the meander.

- 5) After the sampling time for each meander has elapsed and the species list has been completed, assign a cover estimate to each species using a 6-class cover scale (Table 1) before proceeding to the next meander location. Use an ocular guide to help estimate percent cover (Figure 1).
- 6) The following information will be recorded on the data sheet: Site; observer(s); date; start time; added time; end time; species observed for each meander route; standing water, litter, and bare ground if greater than 5% cover; cover class
- 7) Before leaving the assessment area, review the data sheets to confirm that all data is complete and accurate: --Identify unknowns with fresh samples in the field, if possible. --Double check that each entry is complete; fill in the full name of each species. --Double check that the site identification information is complete and accurate. --Make any additional notes regarding site stressors, site characterization, or land use.
- 8) Observers should have field identification guidebooks and/or access to iNaturalist. Voucher specimens may need to be collected for difficult taxa (e.g., asters)

Invasive Species Prevalence

Objective: Determine if control has been effective at limiting abundance of each target invasive species to less than 5% aerial cover.

Field protocol: 1) A list of the invasive species targeted for management (from annual records) for the site should be compiled and available during monitoring. 2) The data for this component relies on data gathered during the meander survey. 3) Following the meander survey, observers should determine if any of the target species were not detected/recorded. If species were not found during the meander survey that are on the target list, an additional 30 min. survey should be conducted, beyond the bounds of the meander route, to determine if they are present elsewhere on the site. Their aerial cover should be estimated, based on the overall vegetation in the vicinity of the species (i.e., approximate 2-m radius).

Establishment of Seeded/Planted Species

Objective: Determine the extent to which species that were actively revegetated established in the plant community. Considering all restorations, identify species that were most and least likely to establish.

Field protocol: 1) A list of the seeded and planted species for the site should be compiled and available during monitoring. 2) The data for this component relies on data gathered during the meander survey. 3) Following the meander survey, observers should determine if any of the seeded/planted species were not detected/recorded. If species were not found during the meander survey that are on the seeded/planted list, an additional 30 min. survey should be conducted, beyond the bounds of the meander route, to determine if they are present elsewhere on the site. Their aerial cover should be estimated, based on the overall vegetation in the vicinity of the species (i.e., approximate 2 m radius).

Colonization of Native Species

Objective: Determine the importance of “passive restoration” for redevelopment of the native shoreland plant community.

Field Protocol: This component does not require data collection other than the basic meander survey. The relative importance of active vs passive revegetation will be evaluated by comparing richness and abundance of seeded/planted species to all other native species.

The estimated time to monitor each site is 2.5 hrs with 2 people (at least one with plant identification skills), unless it is unusually large or complex. The assumption is that the landform assessment and meander will be conducted by 2 people working together (for vegetation, one observer and one recorder). The follow-up surveys for invasive species and seeded/planted species could each be conducted by one person.

Landform/Infrastructure

Objective: Compare changes to the pre-construction, as-built, and current landform, focusing on critical dimensions and infrastructure identified in the original plans.

Field protocol: 1) Using the construction plan (diagram or rough schematics) as a reference, re-measure dimensions needed to assess changes to shoreline slope and overall width of restored area. 2) Determine and record if installed infrastructure (e.g., coir logs) are still present, and their condition and record note additional infrastructure installed but not part of the original plan.

Logistics: This assessment will require print out of site-level construction drawings, measuring tape. Allow 30 minutes for this assessment component, perhaps more if the site has multiple sections with different configurations. Record all measurements on the construction diagram.

Analysis comments: Aerial photograph for the site may be useful for comparing pre-construction to as-built landform, as well as determining the extent of emergent vegetation prior to planting.



Interns Mike and Emily conducting a timed meander survey along a shore restoration area.

Public Involvement and Education Program – Sage Passi

A Month of Tours, Teamwork, Art and Sweat Equity



The East Side St. Paul Boys and Girls Club has been a hub and hotbed of activity during July as youth and adult staff began preparations for the installation of a large-scale demonstration native pollinator garden and bronze sculpture installation. Youth and staff from the Club, Watershed staff, Sage and Cathy, Water Steward and CAC representative Stephanie Wang, and a team of Xcel volunteers have been removing layers of mulch and the hardware cloth buried below. Next month, work will continue with the creation of several berm design features and the removal of soil to get the garden below grade so the mulch can be put back on the garden. The garden design process, begun in late spring, will resume with planting anticipated for September.

Harmony Learning Center art teacher, Aloun Phoulavan and Randee Edmundson, (CAC) with the help of Eric Thompson from St. Paul Parks and Recreation organized a tour to see a variety of public art installations in St. Paul for the team of youth artists who are working with Aloun to design the sculpture that will be located in the garden to honor east side youth who have lost their lives to violence. **Below left:** Creating a clay prototype of the sculpture. **Below right:** one of the tour stops to see public art sites led by Eric Thompson for Boys and Girls Club staff and youth.



Water Steward Organizes a Public Shoreview BMP Tour and Self-Guided Tour



(Left) One of Paul Gardner's multiple rain gardens. (Right): A stop at the Snail Lake shoreline restoration

Jennifer Olson recently completed her Water Steward capstone education project. Working with Watershed staff, Paige Alhborg and Sage Passi, she researched and visited multiple BMP sites in Shoreview, narrowed down the itinerary to four stops on the northern side of Shoreview and developed this into a July 12 public tour with a first stop at the Hoffman residence to see their two rain gardens and learn from the owner why they were installed. <https://www.youtube.com/watch?v=Pttk-ACwst0>

The next stop on this public tour brought the group to Paul Gardner's residence where he shared his wealth of experience gained by creating multiple rain gardens, a dry creek bed, several swales, the installation of multiple rain barrels, and a bee lawn (since converted). The third stop brought the group to the Snail Lake restoration at the boat launch where plant signs were installed by watershed education staff to help people identify the native plants on the shoreline. The fourth stop brought the group across the street to visit the large-scale Snail Lake Regional Park restoration site. The descriptions and locations for these sites and those on the self-guided tour described below can be found here:

<https://www.rwmwd.org/wp-content/uploads/Self-guided-water-quality-BMP-sites-in-Shoreview-FINAL.pdf>

Jennifer also developed a self-guided tour for the public including the previously mentioned projects and eight additional projects being held until August 31 with stops that include:

- 1) a native plant buffer at the Shoreview Community Center and a city research project at this stormwater pond to assess the effectiveness of adding iron filings to capture and reduce phosphorus levels
- 2) the Cherokee Hills Association rain gardens
- 3) the Island Lake Elementary wildflower garden maintained by Big River Big Wood Wild Ones volunteers
- 4) Lionsgate Academy where removal of impervious pavement has made way for a large raingarden, alternative turf and native pollinator plantings
- 5) Karen Eckman's rain gardens

6) Lake Owasso Park where the installation of permeable pavers, permeable asphalt, rain gardens and other native planting areas is helping to filter rainwater runoff that would otherwise drain untreated into Owasso and Wabasso Lakes.

7) Shoreview 2019 Street Improvement Projects in Lake Wabasso neighborhood where an acre of permeable concrete block roadway with a rock storage layer that varies in depth from 1 to 2-feet was installed to collect stormwater runoff from the impervious portions of the roadway.

8) The 2009 Shoreview Porous Concrete project in the Lake Owasso neighborhood where permeable concrete with a rock storage layer that varies in depth from 1 to 2 feet was installed for all streets in the neighborhood to store and infiltrate over 2-inches of runoff from the surrounding impervious surface (approximately 3-acres) eliminating two direct stormwater discharges into Lake Owasso,

Snail Lake Regional Park Restoration Rounds the Bend Toward Completion



Above: Water Stewards from the metro area, residents who frequent the park, Wild Ones volunteers, youth, and a Master Naturalists participated in these group plantings at the park.

Sage, Cathy Troendle and Natural Resources staff coordinated two volunteer plantings at the southeast end of Snail Lake Regional Park in Shoreview on July 13 and 15. Recruitment for volunteers involved using the metro-wide Water Stewards list serve, our connections to Master Naturalists, signs posted in the park and nearby Snail facilities, the Wild Ones Big River Big Woods connections and RWMWD's own social media networks. A group of over 30 volunteers including four high school youth who attend Lionsgate Academy in North St. Paul and their coaches assisted in the planting days. Thank you to everyone who worked hard to complete these large planting areas! A planting with CAC members is tentatively scheduled for August 17.

Communication Program Report - Lauren Hazenson

Communications Strategy and Events

Carp Fishing Contest



The planning and promotion for the Owasso Carp Fishing Contest have been largely successful, with 44 residents pre-registering for the contest as of 7/26. Publicity for the event has acquired 1,816 impressions on our social media channels, including 515 from our new Nextdoor account. Community partners like Ramsey County Parks and the City of Roseville added extra visibility through their

social media platforms and newsletters. Communications has coordinated the event's planning with Maddy Bohn of MB Consulting, with support from RWMWD Natural Resources and Carp Solutions. The event will feature prizes donated by area businesses, a carp fishing workshop, and shore and boat fishing contest categories for both adults and children. Lauren designed the logo to keep costs low, and Studio Lola completed the map and sign designs. We also began promoting the August 28 Gervais Lake fishing contest through social media.

Carver and Casey Lake Messaging

Drought conditions in the Twin Cities as a whole have increased the visible presence of algae, which in turn increased statements of concern from residents in a few municipal areas. The most prevalent in the last few weeks came from residents near Carver Lake in Woodbury and Casey Lake in North Saint Paul. Communications reached out to the communications staff in each respective city to first coordinate messaging and initiate a long-term communications strategy around water quality. By forming a proactive communications strategy with these cities, we will enable residents will be informed on algae and its contributors before an issue arises. We hope that residents will also be empowered to take action in their communities to lessen behaviors contributing to phosphorus pollution and the subsequent spread of algae.

Shoreview Self-Guided Water Steward Tour

Lauren worked with Education, Project Management, and our water steward volunteer to draft an interactive map for the self-guided tour and to publish site content for tour users. The content will remain on our site until August 31.

Publications/ Original Content

Videos

Phalen Chain Video Series

Lauren and intern Dani Follett-Dion filmed several interviews with Lake Phalen visitors for the first of the lake chain promotion series. Lauren is editing the video for publication in early August. Dani began filming for the Gervais video, which is planned for the next in the series.

Wetland A Project Video

Both staff also conducted b-roll filming for a video featuring the Wetland A restoration project. Staff and volunteer interviews for the video are planned for August, with publication planned for early September.

Stewardship Grant Project Feature

Dani began the planning and storyboarding process for a film featuring volunteer Paul Gardener's property. The video will feature the story of a resident's mission to positively impact his watershed through many projects and how that turned into an educational opportunity for his neighbors.

Stewardship Grant Site Signage

Illustration mock-ups for each sign were completed this month. The contracted illustrator expects to have the artwork for the rain garden and native planting signs completed by August 1st.

Wetland A Site Signage

Contractor Scales Advertising is in the process of completing the graphic design work for the interpretive signs. Lauren contacted the sign fabricator to ensure production of the signs can commence as soon as the designs are completed.

ENewsletter - July 12

Open rate: 33.1%

Article link clicks: 4.8%

Social Media (Facebook, Twitter, Instagram)

Numbers as of 6/27 for July:

Audience: 2,653

Impressions/Post Views: 26,203

To: Board of Managers and Staff
From: Tina Carstens and Brad Lindaman
Subject: Project and Program Status Report August 2021
Date: July 29, 2021

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Engagement (likes, comments, shares): 1,273

Nextdoor

This month Communications launched a Nextdoor agency account, enabling us to post information at a neighborhood, city, and District level on the platform. This functionality will be especially useful when RWMWD needs to inform a neighborhood of a project or construction occurring in their area. The platform also offers another opportunity to reach residents that do not interact with us through other events, meetings, or communications platforms.

Website Updates

We selected St. Paul Media as our new website hosting, maintenance, and design service. We will start work migrating our website to their servers in August and also will begin preliminary meetings for the website redesign project. The preliminary redesign meetings will include planning for pre-design research, requirements gathering, and establishing a project budget.

Resident Communications/ Misc.

- IDI Debrief Session
- MN Association of Government Communicators Branding Workshop: July 15