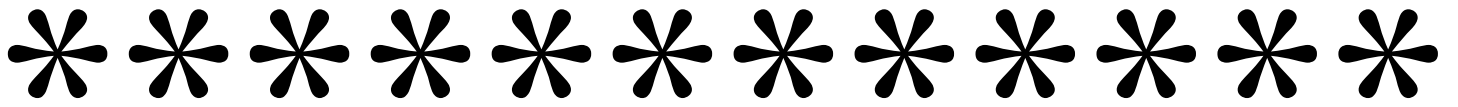
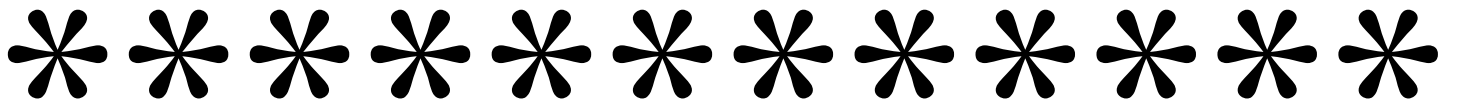


**Ramsey-Washington  
Metro Watershed  
District**

**February 2018  
Board Packet**



# Agenda





## **Regular Board Meeting Agenda**

Wednesday, February 7, 2018

6:30 P.M.

District Office Board Room  
2665 Noel Drive, Little Canada, MN

1. Call to Order – 6:30 PM
2. **Approval of Agenda**
3. **Consent Agenda**
  - A. Approval of Minutes January 3, 2018
  - B. District Liability Insurance Coverage Waiver
  - C. Change Order No. 5 – Beltline and Battle Creek Tunnel Repair Project
4. **Treasurer’s Report and Bill List**
5. Visitor Presentations
6. Permit Program
  - A. Applications
    - i. **18-03 Suite Living, North St. Paul**
    - ii. **18-04 Suite Living, Little Canada**
  - B. Enforcement Action Report
7. BMP Incentive Program
  - A. Applications - NONE
  - B. Budget Status Update
8. **Action Items**
  - A. Board of Managers Annual Meeting**
  - B. District Office Building Solar Energy Project**
9. Administrator’s Report
  - A. Meetings Attended
  - B. Upcoming Meetings and Dates
  - C. Website Update
  - D. MAWD Legislative Reception and Breakfast

10. Project and Program Status Reports
  - A. Ongoing Project and Program Updates
    - i. Owasso Boulevard/Park Retrofit
    - ii. Snail Lake/ Grass Lake Study
    - iii. Tanner's Lake Alum Facility
    - iv. Targeted Retrofit Projects
    - v. BMP Design Assistance
    - vi. Owasso Basin Improvements
    - vii. Shoreview Lake Feasibility Study
    - viii. Frost/Kennard Project
    - ix. Willow Pond CMAC Project
    - x. Beltline/Battle Creek Tunnel
    - xi. CIP Maintenance/Repair 2018
    - xii. New Technology Reviews
    - xiii. Natural Resources Program
    - xiv. Education Program
11. Report of Managers
  - A. Summary of Closed Meeting held January 31, 2018
12. **Adjourn**

*\*Items in **bold** signify that an action needs to be taken by the Board.*



# Consent Agenda





**Ramsey-Washington Metro Watershed District  
Minutes of Regular Board Meeting  
January 3, 2018**

The Regular Meeting of January 3, 2018, was held at the District Office Board Room, 2665 Noel Drive, Little Canada, Minnesota, at 6:30 p.m.

**PRESENT:**

Marj Ebensteiner, President  
Cliff Aichinger, Vice President  
Dr. Pam Skinner, Secretary  
Jen Oknich, Treasurer  
Dianne Ward, Manager

**ABSENT:**

**ALSO PRESENT:**

Tina Carstens, District Administrator  
Amanda Staple, Recording Secretary  
Erin Anderson Wenz, Barr Engineering  
Simba Blood, Natural Resources Specialist

Paige Ahlborg, Project Manager  
Tracey Galowitz, Attorney for District  
Nicole Soderholm, Permit Inspector  
Zola Pineles, Inspector Intern  
Larry Swope, Floral Drive resident

**1. CALL TO ORDER**

The meeting was called to order by President Ebensteiner at 6:35 p.m.

**2. APPROVAL OF AGENDA**

Motion: Cliff Aichinger moved, Jen Oknich seconded, to approve the agenda as presented. Motion carried unanimously.

**3. CONSENT AGENDA**

- A. Approval of Minutes from December 6, 2017
- B. Change Order No. 4 – Beltline and Battle Creek Tunnel Repair Project

Manager Ward referenced the minutes from December 6, 2017, and noted on page four, the first paragraph, it should state, "...Ramsey Gramsie..."

Motion: Cliff Aichinger moved, Dianne Ward seconded, to approve the consent agenda as amended. Motion carried unanimously.

**4. TREASURER'S REPORT AND BILL LIST**

Motion: Jen Oknich moved, Cliff Aichinger seconded, to approve the January 3, 2018, bill list as submitted. Motion carried unanimously.

## 5. VISITOR PRESENTATIONS

There were none.

## 6. PERMIT PROGRAM

### A. Applications

Permit #18-01: MnDOT Hwy 36 EB Ramp at I-35E – Little Canada

Motion: Jen Oknich moved, Dianne Ward seconded, to approve Permit #18-01. Motion carried unanimously.

Permit #18-02: Twin City Hardware Expansion – Oakdale

Motion: Jen Oknich moved, Cliff Aichinger seconded, to approve Permit #18-02. Motion carried unanimously.

### B. Monthly Enforcement Report

During December three notices were sent to address: install/maintain perimeter control (1), install/maintain construction entrance (1), and sweep streets (1).

### C. Permit Program Statistics 2015-2017

Nicole Soderholm noted that she prepared a table with the last three years of permit violation information for comparison purposes at the request of the Board the previous month. Manager Aichinger stated that he was surprised at the low number of verbal warnings. Nicole noted that because they are doing full inspections, they typically follow with written inspections when necessary. Manager Ward stated that it may be an interesting statistic to know the number of sites that had violations, as it was noted that some sites have multiple violations.

### D. Permit Inspection Intern Presentation – Zola Pineles

Zola Pineles provided a summary of the 2017 inspections that she conducted and the number of times she visited each site. She stated that inlet control was a main issue of noncompliance. She stated that a letter grade was then assigned to the site based on the status. She explained that when inlet control was compliant the site was more likely to receive a passing grade. She noted that this year was a very rainy year and contractors were much more likely to take care of their perimeter control because of the rain. She provided a similar grading aspect relating to perimeter control. She noted that, overall, the majority score for most sites was a B.

Tina Carstens noted that if a site receives a grade of a C or lower, the escrow is charged a fee of \$60, which covers the cost of the reinspection. President Ebensteiner asked if the fee escalates if the site is a repeat offender. Nicole Soderholm noted that the fee remains at \$60, as the purpose is not to be punitive, but merely to cover the cost of reinspection. President Ebensteiner asked for, and received, information on the escalation process that the District would follow should the contractor not respond to violations. Zola noted that there are other inspectors checking the sites in addition to the District, such as the city in which the project is occurring.

Manager Ward asked when a deduction would be made from escrow. Tina explained that the deductions are tabulated, such as the \$60 violation fee, and then deducted from the escrow before it is released back to the permittee upon completion of the project. Dr. Pam Skinner stated that it would be interesting to see a list of the deductions that were made to escrow accounts due to violation charges. Nicole noted that the information was provided in the table that she prepared for comparison purposes that was reviewed earlier in the meeting tonight and was included in the packet.

Manager Aichinger suggested that the violation fee be reviewed as he believed that the fee should be increased to cover the cost for reinspection more accurately. He noted that it would be interesting to see the fee that is charged by cities. Nicole noted that the District is working on possible rule revisions and that would be a good topic to discuss at that time. She confirmed that she would also speak with city inspectors to determine the fee that they charge.

Zola provided grading information on cost-share projects that were inspected. She provided photographs from different inspection violation sites, noting that the most challenging sites had minimal supervision. She also provided photographs from examples of good permit inspections and cost-share sites. She stated that her biggest takeaway was that in person contact provides the best results. She stated that for cost-share sites, she would often provide the homeowners with information on how to manage and maintain the rain garden; even walking through the site with the property owner to provide hands on education. She stated that for permit inspections, she also found it helpful to talk directly to the lead contractor.

President Ebensteiner thanked Zola for her work with the District, noting that she will be missed, and her enthusiasm has been a great contribution.

## **7. STEWARDSHIP GRANT PROGRAM**

### A. Applications

None.

### B. Budget Status Update

Paige Ahlborg had nothing further to report.

## **8. ACTION ITEMS**

### A. Frost/Kennard Spent Lime Project Bid Review and Approval

Erin Anderson Wenz stated that there was a lot of interest in the project, with a wide range of bids. She reported that the low bidder was Minger Construction with a bid of \$257,127. She stated that the District has had experience with the contractor and the results have been positive.

Motion: Cliff Aichinger moved, Dr. Pam Skinner seconded, to accept the bids and award the Frost-Kennard Spent Lime Project to Minger Construction and to direct staff to prepare and mail the notice of award, prepare the draft agreements and review the required submittals. Motion carried unanimously.

## **9. ADMINISTRATOR'S REPORT**

### A. Meetings Attended

No comments.

### B. Upcoming Meetings and Dates

No comments.

### C. Website Update

No comments.

### D. February Annual Meeting Reminder

Tina Carstens noted that the annual meeting is scheduled for February and wanted to ensure that all Board members would be able to attend. Tracey Galowitz noted that the meeting has been published to allow for any interested consultants to submit their proposals.

Manager Aichinger stated that the annual review of the Administrator is also needed. It was confirmed that would be held as a special meeting. Tina stated that she would send out an email to confirm availability. It was noted that Jen Oknich would be invited to participate, but would be providing feedback and would not have an official vote.



**10. PROJECT AND PROGRAM STATUS REPORTS**

A. Ongoing Project and Program Updates

- i. Snail Lake/Grass Lake Area
- ii. Owasso Blvd. and Park Project
- iii. Shoreview Lake Subwatershed
- iv. Battle Creek Subwatershed
- v. Willow Pond CMAC Project
- vi. BMP Design Assistance
- vii. Beltline/Battle Creek Tunnel  
Manager Aichinger asked if contractors are now in the Battle Creek tunnel. Tina Carstens confirmed that the contractors are in that section, noting that there were only minor repairs for that section.
- viii. CIP Maintenance/Repair 2018
- ix. Natural Resources Program
- x. Education Program

**11. INFORMATIONAL ITEMS**

No comments.

**12. REPORTS OF MANAGERS**

A. Manager Oknich Resignation and Recognition

Jen Oknich noted that she has submitted her letter of resignation. Tracey Galowitz noted that her submission is the formal resignation required and no action is needed from the Board as she has moved outside of the District.

Jen stated that the Watershed District has been a part of her life for as long as she can remember and would like to continue to contribute in any way she can. She noted that her experience with the District began fifteen years ago as an intern. The Board and staff expressed their appreciation for the contributions that Jen has made working for the District and as a member of the Board.

**13. ADJOURN**

Motion: Cliff Aichinger moved, Dr. Pam Skinner seconded, to adjourn the meeting at 7:45 p.m. Motion carried unanimously.

Respectfully submitted,

Dr. Pam Skinner, Secretary

# Consent Agenda Item

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**Board Meeting Date:** February 7, 2018

**Agenda Item No.:** 3B

**Preparer:** Tina Carstens, Administrator

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**Item Description:** District Liability Insurance Coverage Waiver

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**Background:**

As required by our annual insurance renewal application, we need to stipulate whether the District waives the tort liability limits set by the legislature for government agencies. The District has historically chosen to not waive the liability limits, which limits our exposure to liability claims to the legislative limit of \$500,000 per individual or \$1,500,000 in total. I have completed the form accordingly and attached it to this request for board action.

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**Applicable District Goal and Action Item:**

**Goal: Manage effectively:** The District will operate in a manner that achieves its mission while adhering to its core principles.

**Action Item:** Follow all legal requirements applicable to watershed districts.

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**Staff Recommendation:**

Approve the Liability Coverage Waiver Form indicating the District does not waive the monetary limits on municipal tort liability.

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**Financial Implications:**

There are no budget implications for this action at this time.

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**Board Action Requested:**

Approve the Liability Coverage Waiver Form indicating the District does not waive the monetary limits on municipal tort liability.



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SINCE 1913

## LIABILITY COVERAGE – WAIVER FORM

LMCIT members purchasing coverage must complete and return this form to LMCIT before the effective date of the coverage. Please return the completed form to your underwriter or email to [pstech@lmc.org](mailto:pstech@lmc.org)

This decision must be made by the member's governing body every year. You may also wish to discuss these issues with your attorney.

League of Minnesota Cities Insurance Trust (LMCIT) members that obtain liability coverage from LMCIT must decide whether to waive the statutory tort liability limits to the extent of the coverage purchased. The decision has the following effects:

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

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

Ramsey-Washington Metro watershed District

LMCIT Member Name

Check one:

The member **DOES NOT WAIVE** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04.

The member **WAIVES** the monetary limits on municipal tort liability established by Minnesota Statutes, Section 466.04 to the extent of the limits of the liability coverage obtained from LMCIT.

Date of city council/governing body meeting February 7, 2018

Signature Lina Causter

Position Administrator

# Consent Agenda Item

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**Board Meeting Date:** January 3, 2018

**Agenda Item No.:** 3C

**Preparer:** Tina Carstens, Administrator

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**Item Description:** Change order #5 for the Beltline/Battle Creek Tunnel Repair Project

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**Background:**

Attached is change order #5 for the Beltline/Battle Creek Tunnel Repair Project. This change order is for a deadline extension request from the contractor. The substantial completion date in the contract is March 1, 2018. The contractor does not believe it is likely that the work will be done by then, and cites additional work and quantity exceedance above and beyond the original scope of the contract as the reason for the delay. Barr concurs and recommends this extension. However, since additional time for tunnel work also increases cost to the RWMWD, we would like to highlight the liquidated damages clause the contractor is subject to, per the contract. If the extension deadline is not met, the contractor may need to reimburse the RWMWD for costs incurred during those delays, which are currently averaging between \$1,500 and \$2,000 per day.

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**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 economic well-being.

**Action Items:** Maintain District flood storage facilities and storm sewer systems.

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**Staff Recommendation:**

Approve Change Order #5.

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**Financial Implications:**

This request does not change the contract price at this time.

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**Board Action Requested:**

Approve Change Order #5.

## CHANGE ORDER 5

**DATE OF ISSUANCE:** January 23, 2018

**EFFECTIVE DATE:** January 23, 2018

**PROJECT:** Beltline, Sta. 1+45 to 93+50 & 438+77 to 458+18, and  
Battle Creek, Sta. 0+00 to 45+00, Repair Project

**OWNER:** Ramsey-Washington Metro Watershed District

**CONTRACTOR:** PCiRoads, LLC

**NOTIFICATION NAME  
and ADDRESS:** Mr. Nap Scott  
PCiRoads, LLC  
14123 42<sup>nd</sup> Street NE  
St. Michael, MN 55376

**ENGINEER:** Barr Engineering Co. (Barr)  
4300 MarketPointe Drive, Suite 200  
Minneapolis, Minnesota 55435  
Attn: Nathan Campeau, P.E.

---

You are directed to make the following changes in the Contract Documents

### **5-1. Substantial Completion Date Revision to March 15, 2018**

**Description:** This change provides an additional two (2) weeks under the contract to substantially complete all work to March 15, 2018. All work, with the exception of any revegetation, will still be required to be complete within two (2) weeks of the Substantial Completion date.

**Reason for Change Order:** Provide additional time to complete Phase 2 work due to additional work scope added (Change Order No. 4) and quantity overruns.

**Change in Contract Price:** This change will not change contract price.

**Change in Contract Time:** This change will extend the contract's Substantial Completion date to March 15, 2018.

### **5-2. Estimated Quantification of Liquidated Damages**

**Description:** Liquidated damages are defined in the Contract Documents in Section 002114.9 as follows: "Contractor shall pay compensation to Owner for those reasonable additional claims, costs, losses, and damages sustained by Owner for each working day that expires after the time specified for Substantial Completion of the Work." Liquidated damages will be assessed per working day past the Substantial Completion date, according to the Contract Documents. Liquidated damages are estimated at \$1,500.00 per working day.

**Reason for Change Order:** The purpose of this change order is to provide an estimate of liquidated damages.

**Change in Contract Price:** This change will not change contract price.



# CHANGE ORDER 5

**Change in Contract Time:** This change will not change contract time.

RECOMMENDED:

By

Date 1/23/2018

ENGINEER  
Barr Engineering Co.

ACCEPTED:

By

Date 1/30/18

CONTRACTOR  
PCIRoads, LLC

APPROVED:

By

Date

OWNER  
Ramsey-Washington Metro Watershed  
District





# Bill List



**RWMWD BUDGET STATUS REPORT**  
**Administrative & Program Budget**  
**Fiscal Year 2018**  
**1/31/2018**

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	\$6,500.00	-	700.00	700.00	\$5,800.00	10.77%
	Manager expenses	4360	3,500.00	-	-	-	3,500.00	0.00%
Committees	Committee/Bd Mtg. Exp.	4365	3,500.00	-	14.52	14.52	3,485.48	0.41%
Employees	Staff salary/taxes/benefits	4010	1,300,000.00	-	93,941.72	93,941.72	1,206,058.28	7.23%
	Employee expenses	4020	10,000.00	-	142.75	142.75	9,857.25	1.43%
	District training & education	4350	25,000.00	-	142.16	142.16	24,857.84	0.57%
Administration/ Office	GIS system maint. & equip.	4170	15,000.00	-	-	-	15,000.00	0.00%
	Data Base/GIS Maintenance	4171	15,000.00	-	-	-	15,000.00	0.00%
	Equipment maintenance	4305	3,000.00	-	-	-	3,000.00	0.00%
	Telephone	4310	8,000.00	-	55.40	55.40	7,944.60	0.69%
	Office supplies	4320	5,000.00	-	168.39	168.39	4,831.61	3.37%
	IT/Internet/Web Site/Software Lic.	4325	42,000.00	-	87.70	87.70	41,912.30	0.21%
	Postage	4330	10,000.00	-	-	-	10,000.00	0.00%
	Printing/copying	4335	8,000.00	-	285.67	285.67	7,714.33	3.57%
	Dues & publications	4338	11,000.00	-	45.00	45.00	10,955.00	0.41%
	Janitorial/Trash Service	4341	17,000.00	-	781.37	781.37	16,218.63	4.60%
	Utilities/Bldg.Contracts	4342	18,000.00	-	206.75	206.75	17,793.25	1.15%
	Bldg/Site Maintenance	4343	70,000.00	-	-	-	70,000.00	0.00%
	Miscellaneous	4390	5,000.00	-	-	-	5,000.00	0.00%
	Insurance	4480	35,000.00	-	-	-	35,000.00	0.00%
	Office equipment	4703	40,000.00	-	239.99	239.99	39,760.01	0.60%
	Vehicle lease, maintenance	4810-40	43,000.00	-	162.15	162.15	42,837.85	0.38%
Consultants/ Outside Services	Auditor/Accounting	4110	50,000.00	-	-	-	50,000.00	0.00%
	Engineering-administration	4121	93,000.00	-	5,489.00	5,489.00	87,511.00	5.90%
	Engineering-permit I&E	4122	15,000.00	-	-	-	15,000.00	0.00%
	Engineering-eng. review	4123	55,000.00	-	4,140.00	4,140.00	50,860.00	7.53%
	Engineering-permit review	4124	50,000.00	-	980.00	980.00	49,020.00	1.96%
	Project Feasibility Studies	4129	735,000.00	-	8,174.00	8,174.00	726,826.00	1.11%
	Attorney-permits	4130	10,000.00	-	-	-	10,000.00	0.00%
	Attorney-general	4131	40,000.00	-	-	-	40,000.00	0.00%
	Outside Consulting Services	4160	40,000.00	-	-	-	40,000.00	0.00%
Programs	Educational programming	4370	60,000.00	-	-	-	60,000.00	0.00%
	Communications & Marketing	4371	25,000.00	-	-	-	25,000.00	0.00%
	Events	4372	50,000.00	-	184.20	184.20	49,815.80	0.37%
	Water QM-Engineering	4520-30	513,000.00	-	368.61	368.61	512,631.39	0.07%
	Project operations	4650	140,000.00	-	60.49	60.49	139,939.51	0.04%
	SLMP/TMDL Studies	4661	115,000.00	-	-	-	115,000.00	0.00%
	Natural Resources/Keller Creek	4670-72	100,000.00	-	3,816.62	3,816.62	96,183.38	3.82%
	Outside Prog.Support/Weed Mgmt.	4683-84	70,000.00	-	2,063.83	2,063.83	67,936.17	2.95%
	Research Projects	4695	100,000.00	-	0.00	-	100,000.00	0.00%
	Health and Safety Program	4697	2,000.00	-	-	-	2,000.00	0.00%
	NPDES Phase II	4698	20,000.00	-	400.00	400.00	19,600.00	2.00%
	Atlas 14 Watershed Modeling	4732	0.00	-	-	-	0.00	0.00%
<b>GENERAL FUND TOTAL</b>			<b>\$3,976,500.00</b>	<b>\$0.00</b>	<b>\$122,650.32</b>	<b>\$122,650.32</b>	<b>\$3,853,849.68</b>	<b>3.08%</b>
CIP's	CIP Project Repair & Maintenance	516	1,000,000.00	-	6,228.40	6,228.40	993,771.60	0.62%
	Targeted Retrofit Projects	518	800,000.00	-	485.00	485.00	799,515.00	0.06%
	District Office Building Solar Energy Retrofit	519	150,000.00	-	754.00	754.00	149,246.00	0.50%
	Flood Damage Reduction Fund	520	2,000,000.00	-	13,292.57	13,292.57	1,986,707.43	0.66%
	Debt Services-96-97 Beltline/MM/Battle Creek	526	448,951.00	-	277,525.09	277,525.09	171,425.91	61.82%
	Stewardship Grant Program	528-529	800,000.00	-	3,265.00	3,265.00	796,735.00	0.41%
	Impervious Surface Volume Reduction Opportunity	531	1,500,000.00	-	-	-	1,500,000.00	0.00%
	Beltline & Battle Creek Tunnel Repair	549	-	-	18,979.91	18,979.91	(18,979.91)	---
	Frost/Kennard Enhanced WQ BMP	550	400,000.00	-	405.00	405.00	399,595.00	0.10%
	Markham Pond Dredging & Aeration	551	25,000.00	-	-	-	25,000.00	0.00%
	Wakefield Park Project	553	1,100,000.00	-	82.50	82.50	1,099,917.50	0.01%
	Willow Pond CMAC	554	400,000.00	-	5,969.00	5,969.00	394,031.00	1.49%
	District Office Bond Payment	585	194,885.00	-	195,173.81	195,173.81	(288.81)	100.15%
<b>CIP BUDGET TOTAL</b>			<b>\$8,818,836.00</b>	<b>-</b>	<b>\$522,160.28</b>	<b>\$522,160.28</b>	<b>\$8,296,675.72</b>	<b>5.92%</b>
<b>TOTAL BUDGET</b>			<b>\$12,795,336.00</b>	<b>\$0.00</b>	<b>\$644,810.60</b>	<b>\$644,810.60</b>	<b>\$12,150,525.40</b>	<b>5.04%</b>

**Current Fund Balances:**

Fund:	Unaudited Beginning Fund Balance @ 12/31/17	Fund Transfers	Year to date Revenue	Current Month Expenses	Year to Date Expense	Unaudited Fund Balance @ 01/31/18
101 - General Fund	\$4,336,589.71	-	500.00	122,650.32	122,650.32	4,214,439.39
516 - CIP Project Repair & Maintenance	580,444.75	-	-	6,228.40	6,228.40	574,216.35
518 - Targeted Retrofit Projects	813,462.81	-	-	485.00	485.00	812,977.81
519 - District Office Building Solar Energy Retrofit	129,623.50	-	-	754.00	754.00	128,869.50
520 - Flood Damage Reduction Fund	1,146,068.88	-	-	13,292.57	13,292.57	1,132,776.31
526 - Debt Services-96-97 Beltline/MM/Beltline-Battle Creek Tunnel Repair	358,647.29	-	-	277,525.09	277,525.09	81,122.20
528/529 - BMP Incentive Fund	596,359.71	-	-	3,265.00	3,265.00	593,094.71
531 - Impervious Surface Volume Reduction Opportunity	1,484,215.00	-	-	-	-	1,484,215.00
549 - Beltline & Battle Creek Tunnel Repair	2,456,490.80	-	-	18,979.91	18,979.91	2,437,510.89
550 - Frost/Kennard Enhanced WQ BMP	107,854.82	-	-	405.00	405.00	107,449.82
551 - Markham Pond Dredging & Aeration	105,906.09	-	-	-	-	105,906.09
553 - Wakefield Park Project	354,113.98	-	-	82.50	82.50	354,031.48
554 - Willow Pond CMAC	-	-	-	5,969.00	5,969.00	(5,969.00)
580 - Contingency Fund	448,781.00	-	-	-	-	448,781.00
585 - Certificates of Participation	133,637.38	-	-	195,173.81	195,173.81	(61,536.43)
<b>Total District Fund Balance</b>	<b>\$13,052,195.72</b>	<b>-</b>	<b>\$ 500.00</b>	<b>\$ 644,810.60</b>	<b>\$644,810.60</b>	<b>\$12,407,885.12</b>



**RWMWD BUDGET STATUS REPORT**  
**Administrative & Program Budget**  
**Fiscal Year 2017**  
**12/31/2017 - UPDATED 1/31/18**

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	\$6,500.00	-	-	3,852.08	\$2,647.92	59.26%
	Manager expenses	4360	3,500.00	-	-	1,183.27	2,316.73	33.81%
Committees	Committee/Bd Mtg. Exp.	4365	3,500.00	-	-	3,919.28	(419.28)	111.98%
Employees	Staff salary/taxes/benefits	4010	1,250,000.00	-	-	1,122,923.13	127,076.87	89.83%
	Employee expenses	4020	10,000.00	-	-	9,349.68	650.32	93.50%
	District training & education	4350	25,000.00	-	-	15,187.15	9,812.85	60.75%
Administration/Office	GIS system maint. & equip.	4170	15,000.00	-	-	3,588.87	11,411.13	23.93%
	Data Base/GIS Maintenance	4171	20,000.00	-	-	4,875.00	15,125.00	24.38%
	Equipment maintenance	4305	3,000.00	-	-	600.00	2,400.00	20.00%
	Records Management	4306	5,000.00	-	-	-	5,000.00	0.00%
	Telephone	4310	10,000.00	-	-	4,414.90	5,585.10	44.15%
	Office supplies	4320	5,000.00	-	-	3,935.26	1,064.74	78.71%
	IT/Internet/Web Site/Software Lic.	4325	55,000.00	-	-	31,651.49	23,348.51	57.55%
	Postage	4330	5,000.00	-	-	4,241.51	758.49	84.83%
	Printing/copying	4335	10,000.00	-	-	6,486.55	3,513.45	64.87%
	Dues & publications	4338	9,000.00	-	-	6,735.45	2,264.55	74.84%
	Janitorial/Trash Service	4341	17,000.00	-	-	10,631.83	6,368.17	62.54%
	Utilities/Bldg.Contracts	4342	23,000.00	-	-	10,838.28	12,161.72	47.12%
	Bldg/Site Maintenance	4343	30,000.00	-	-	16,888.12	13,111.88	56.29%
	Miscellaneous	4390	5,000.00	-	-	1,666.04	3,333.96	33.32%
	Insurance	4480	35,000.00	-	-	30,991.00	4,009.00	88.55%
	Office equipment	4703	10,000.00	-	-	11,940.94	(1,940.94)	119.41%
	Vehicle lease, maintenance	4810-40	65,000.00	-	-	32,284.62	32,715.38	49.67%
Consultants/Outside Services	Auditor/Accounting	4110	50,000.00	-	-	48,761.34	1,238.66	97.52%
	Engineering-administration	4121	89,000.00	-	-	67,177.84	21,822.16	75.48%
	Engineering-permit I&E	4122	15,000.00	-	-	1,644.50	13,355.50	10.96%
	Engineering-eng. review	4123	50,000.00	-	-	41,721.20	8,278.80	83.44%
	Engineering-permit review	4124	50,000.00	-	-	52,641.02	(2,641.02)	105.28%
	Project Feasibility Studies	4129	300,000.00	-	-	89,524.70	210,475.30	29.84%
	Attorney-permits	4130	10,000.00	-	-	-	10,000.00	0.00%
	Attorney-general	4131	40,000.00	-	-	33,172.13	6,827.87	82.93%
	Outside Consulting Services	4160	40,000.00	-	-	32,559.75	7,440.25	81.40%
Programs	Educational programming	4370	60,000.00	-	-	40,922.90	19,077.10	68.20%
	Events	4372	40,000.00	-	-	40,080.36	(80.36)	100.20%
	Water QM-Engineering	4520-30	133,000.00	43,000.00	-	182,087.34	(6,087.34)	103.46%
	Project operations	4650	140,000.00	-	-	79,144.15	60,855.85	56.53%
	SLMP/TMDL Studies	4661	125,000.00	-	-	4,133.50	120,866.50	3.31%
	Water Management Plan/Updates	4662	20,000.00	-	-	20,357.22	(357.22)	101.79%
	Natural Resources/Keller Creek	4670-72	90,000.00	15,000.00	-	119,940.86	(14,940.86)	114.23%
	Outside Prog.Support/Weed Mgmt.	4683-84	110,000.00	-	-	43,652.74	66,347.26	39.68%
	Research Projects	4695	235,000.00	-	-	111,176.94	123,823.06	47.31%
	Health and Safety Program	4697	2,000.00	-	-	1,965.40	34.60	98.27%
	NPDES Phase II	4698	20,000.00	-	-	4,850.74	15,149.26	24.25%
	Atlas 14 Watershed Modeling	4732	0.00	-	-	223.59	(223.59)	0.00%
<b>GENERAL FUND TOTAL</b>			<b>\$3,239,500.00</b>	<b>\$58,000.00</b>	<b>\$0.00</b>	<b>\$2,353,922.67</b>	<b>\$943,577.33</b>	<b>71.39%</b>
CIP's	CIP Project Repair & Maintenance	516	700,000.00	-	-	649,797.94	50,202.06	92.83%
	Targeted Retrofit Projects	518	850,000.00	-	-	304,546.64	545,453.36	35.83%
	District Office Building Solar Energy Retrofit	519	150,000.00	-	-	16,995.50	133,004.50	11.33%
	Flood Damage Reduction Fund	520	1,600,000.00	-	-	509,878.54	1,090,121.46	31.87%
	Debt Services-96-97 Beltline/MM/Battle Creek	526	238,977.00	-	-	181,474.85	57,502.15	75.94%
	BMP Incentive Fund	528-529	950,000.00	-	-	574,480.32	375,519.68	60.47%
	Impervious Surface Volume Reduction Opportunity	531	1,500,000.00	-	-	-	1,500,000.00	0.00%
	Beltline & Battle Creek Tunnel Repair	549	-	-	-	2,065,506.20	(2,065,506.20)	---
	Frost/Kennard Enhanced WQ BMP	550	375,000.00	-	-	13,591.50	361,408.50	3.62%
	Markham Pond Dredging & Aeration	551	618,750.00	-	-	386,813.08	231,936.92	62.52%
	Wakefield Park Project	553	353,000.00	-	-	-	353,000.00	0.00%
	District Office Bond Payment	585	194,885.00	-	-	194,863.95	21.05	99.99%
<b>CIP BUDGET TOTAL</b>			<b>\$7,530,612.00</b>	<b>-</b>	<b>\$0.00</b>	<b>\$4,897,948.52</b>	<b>\$2,632,663.48</b>	<b>65.04%</b>
<b>TOTAL BUDGET</b>			<b>\$10,770,112.00</b>	<b>\$58,000.00</b>	<b>\$0.00</b>	<b>\$7,251,871.19</b>	<b>\$3,576,240.81</b>	<b>67.33%</b>

**Current Fund Balances:**

Fund:	Beginning Fund Balance @ 12/31/16	Fund Transfers	Year to date Revenue	Current Month Expenses	Year to Date Expense	Unaudited Fund Balance @ 12/31/17
101 - General Fund	\$3,420,560.56	-	3,269,951.82	-	2,353,922.67	4,336,589.71
516 - CIP Project Repair & Maintenance	464,998.00	-	765,244.69	-	649,797.94	580,444.75
518 - Targeted Retrofit Projects	362,074.00	-	755,935.45	-	304,546.64	813,462.81
519 - District Office Building Solar Energy Retrofit	146,619.00	-	-	-	16,995.50	129,623.50
520 - Flood Damage Reduction Fund	841,148.00	-	814,799.42	-	509,878.54	1,146,068.88
526 - Debt Services-96-97 Beltline/MM/Beltline-Battle Creek Tunnel Repair	114,726.00	245,431.00	179,965.14	-	181,474.85	358,647.29
527 - Casey Lake Watershed Infiltration Retrofit	210,980.00	(210,980.00)	-	-	-	0.00
528/529 - BMP Incentive Fund	709,116.00	-	461,724.03	-	574,480.32	596,359.71
531 - Impervious Surface Volume Reduction Opportunity	1,484,215.00	-	-	-	-	1,484,215.00
549 - Beltline & Battle Creek Tunnel Repair	4,521,997.00	-	-	-	2,065,506.20	2,456,490.80
550 - Frost/Kennard Enhanced WQ BMP	47,471.00	-	73,975.32	-	13,591.50	107,854.82
551 - Markham Pond Dredging & Aeration	202,622.00	-	290,097.17	-	386,813.08	105,906.09
553 - Wakefield Park Project	-	-	354,113.98	-	-	354,113.98
580 - Contingency Fund	483,232.00	(34,451.00)	-	-	-	448,781.00
585 - Certificates of Participation	134,238.00	-	194,263.33	-	194,863.95	133,637.38
<b>Total District Fund Balance</b>	<b>\$13,143,996.56</b>	<b>-</b>	<b>\$ 7,160,070.35</b>	<b>\$</b>	<b>\$7,251,871.19</b>	<b>\$13,052,195.72</b>

**Ramsey Washington Metro Watershed Dist.**  
**Check Register**  
**For the Period From Jan 1, 2018 to Jan 31, 2018**

Check #	Date	Payee ID	Payee	Cash Account	Amount
EFT-1-1	01/16/18	hea002	HealthPartners	Employee Benefits	\$10,037.06
68161V	12/31/17	gru001	Gruber's Power Equipment-VOID	Natural Resources Project	(331.26)
68195V	12/31/17	wes002	Westway Terminal Co., LLC -VOID	Dev. Escrow-General	(46.00)
68242V	12/31/17	ncp001	NCPERS Minnesota-VOID	Employee Health	(16.00)
68451V	12/31/17	lak008	Lakeview Terrace-VOID	BMP Cost-Share Program	(12,281.55)
68496V	12/31/17	boh001	Brian Bohman-VOID	Events	(60.00)
68712V	12/31/17	fli001	Flint Hills Resources Pine Bend, LLC	Dev. Escrow-General	(356.00)
69220V	12/31/17	ncp001	NCPERS Minnesota-VOID	Employee Health	(16.00)
69345V	12/31/17	blo001	Simba Blood	Employee Reimbursement	(76.21)
69520V	12/31/17	bei001	Anne D. Beining-Void	Employee Reimbursement	(51.36)
69689	01/10/18	aws001	AWS Service Center	Janitorial/Trash Service	\$176.37
69690	01/10/18	dvs001	DVS Renewal	Vehicle Expense	64.00
69691	01/10/18	gil001	Gilbert Mechanical Contractors, Inc.	Bldg./Site Maintenance	947.69
69692	01/10/18	hom001	Home Depot Credit Services	Natural Resources Project	121.33
69693	01/10/18	lak008	Lakeview Terrace - <b>Re-issue</b>	BMP Cost-Share Program	12,281.55
69694	01/10/18	met008	MetLife-Group Benefits	Employee Benefits	826.08
69695	01/10/18	ncp001	NCPERS Minnesota	Employee Health	16.00
69696	01/10/18	nor013	Northern Dewatering, Inc.	Construction-Maint. & Repair	1,242.00
69697	01/10/18	nor017	North High School	Educational Program	140.40
69698	01/10/18	spr002	SPRWS	Water QM Staff	69.26
69699	01/10/18	usb006	US Bank Corporate Trust Services	Debt Services-Cert. of Particip.	1,900.00
69704	01/18/18	ben002	Benefit Extras, Inc.	Employee Benefits	785.00
69705	01/18/18	han007	Ben Hanson	Natural Resources Project	1,500.00
69706	01/18/18	min009	Minnesota Native Plant Society	Dues & Publications	15.00
69707	01/18/18	mnp002	Minnesota Pollution Control Agency	NPDES Phase II	400.00
69708	01/18/18	pre003	Premium Waters, Inc.	Utilities/Bldg. Contracts	19.00
69709	01/18/18	wet001	Wetland Professionals Association	Dues & Publications	30.00
69710	01/30/18	ada002	Adam's Pest Control, Inc.	Utilities/Bldg. Contracts	79.00
69711	01/30/18	ahl001	Paige Ahlborg	Employee Reimbursement	159.23
69712	01/30/18	all004	allstream	Project Operations	60.49
69713	01/30/18	att002	AT & T Mobility - ROC	IT/Website/Software	107.23
69714	01/30/18	bar001	Barr Engineering	Dec/Jan Engineering Expense	96,390.51
69715	01/30/18	bar004	Deborah Barnes	Employee Reimbursement	220.00
69716	01/30/18	blu003	Blue Thumb/Metro Blooms	Outside Program Support	1,250.00
69717	01/30/18	boh001	Brian Bohman - <b>Re-Issue</b>	Events	60.00
69718	01/30/18	bro003	Brooks Applied Labs	Water QM Staff	1,205.00
69719	01/30/18	cad003	Cady Building Maintenance, Inc.	Janitorial/Trash Service	605.00
69720	01/30/18	can001	Canabury Pond Condominium Assoc.	BMP Cost-Share Program	30,968.12
69721	01/30/18	car003	Tina Carstens	Employee Reimbursement	1,180.76
69722	01/30/18	car007	Carp Solutions, LLC	Natural Resources Project	2,209.44
69723	01/30/18	cit001	City of Little Canada	Utilities/Bldg. Contracts	109.53
69724	01/30/18	cit011	City of Roseville	IT/Website/Telephone	3,470.73
69725	01/30/18	ebe001	Marjorie J. Ebensteiner	Manager Expense	173.88
69726	01/30/18	fle001	Flemings Auto Service	Vehicle Expense	33.84

**Ramsey Washington Metro Watershed Dist.**  
**Check Register**  
**For the Period From Jan 1, 2018 to Jan 31, 2018**

Check #	Date	Payee ID	Payee	Cash Account	Amount
69727	01/30/18	gil001	Gilbert Mechanical Contractors, Inc.	Bldg./Site Maintenance	2,735.19
69728	01/30/18	hal001	Jennifer Hall	Events	150.00
69729	01/30/18	hen002	Henriksen Ace Hardware	Natural Resources Project	19.32
69730	01/30/18	inn002	Innovative Office Solutions LLC	Office Supplies	142.79
69731	01/30/18	inn003	Innovational Concepts, Inc.	Utilities/Bldg. Contracts	206.75
69732	01/30/18	int001	Office of MN, IT Services	Telephone Expense	55.40
69733	01/30/18	kla001	Christian G. Klatt	Employee Reimbursement	45.46
69734	01/30/18	mel001	Michelle L. Melser	Employee Reimbursement	27.82
69735	01/30/18	min010	MN Public Facilities Authority	Debt Services-Beltline/Tanner	32,093.84
69736	01/30/18	mmc001	MMC Associates, Inc.	Events	3,237.50
69737	01/30/18	nep001	NCPERS Minnesota	Employee Health	16.00
69738	01/30/18	nor011	Northland Securities, Inc.	Construction-Beltline/Battle Crk.	435.00
69739	01/30/18	nor013	Northern Dewatering, Inc.	Construction-Maint. & Repair	1,242.00
69740	01/30/18	obr001	Christopher O'Brien	Employee Reimbursement	161.00
69741	01/30/18	pac001	Pace Analytical Services, Inc.	Water QM Staff	159.00
69742	01/30/18	pas002	Sage Passi	Employee Reimbursement	174.64
69743	01/30/18	pci001	PCi Roads, LLC	Payment #10	154,787.50
69744	01/30/18	pin003	Zola R. Pineles	Employee Reimbursement	90.42
69745	01/30/18	pra001	Prairie Moon Nursery, Inc.	Natural Resources Project	51.00
69746	01/30/18	pro003	Lyndsey R. Provos	Employee Reimbursement	40.00
69747	01/30/18	qwe001	CenturyLink	Project Operations	223.17
69748	01/30/18	ram005	Ramsey Conservation District	BMP Cost-Share Program	8,402.00
69749	01/30/18	red002	Redpath & Company, Ltd	December Accounting	1,729.71
69750	01/30/18	ros004	Roseville Midway Ford	Vehicle Expense	5.00
69751	01/30/18	sod001	Nicole Soderholm	Employee Reimbursement	101.00
69752	01/30/18	usb002	U.S. Bancorp	Monthly Credit Card	2,139.67
69753	01/30/18	usb005	US Bank Equipment Finance	Printing Expense	285.67
69754	01/30/18	vla001	Dave Vlasin	Employee Reimbursement	116.24
69755	01/30/18	voy001	US Bank Voyager Fleet Sys.	Vehicle Fuel	143.80
69756	01/30/18	was002	Washington Conservation District	BMP Cost-Share Program	4,078.50
69757	01/30/18	whe001	Wheeler Hardware Company	Bldg./Site Maintenance	889.14
69758	01/30/18	win002	Windmill Design Incorporated	Outside Consulting Services	280.00
<b>Total</b>					<b>369,883.65</b>

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From January 1, 2018 - January 31, 2018**

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
01/16/18	EFT	hea002	HealthPartners			\$10,037.06	
				4040-101-000	Employee Benefits-General		9,233.41
				2015-101-000	Employee Health-General		803.65
12/31/17	68161V	gru001	Gruber's Power Equipment	4670-101-000	Natural Resources Project-General	(331.26)	2017
12/31/17	68195V	wes003	Westway Terminal Co., LLC	2024-101-000	Dev. Escrow-General	(46.00)	2017
12/31/17	68242V	ncp001	NCPERS Minnesota	2015-101-000	Employee Health-General	(16.00)	2017
12/31/17	68451V	lak008	Lakeview Terrace	4682-529-000	BMP Cost Share Program	(12,281.55)	2017
12/31/17	68496V	boh001	Brian Bohman	4372-101-000	Events	(60.00)	2017
12/31/17	68712V	fli001	Flint Hills Resources Pine Bend, LLC	2024-101-000	Dev. Escrow-General	(356.00)	2017
12/31/17	69220V	ncp001	NCPERS Minnesota	2015-101-000	Employee Health-General	(16.00)	2017
12/31/17	69345V	blo001	Simba Blood			(76.21)	2017
				4670-101-000	Natural Resources Project-General		(36.21)
				4040-101-000	Employee Benefits-General		(40.00)
12/31/17	69520V	bei001	Anne D. Beining	4020-101-000	Employee Expense-General	(51.36)	2017
01/10/18	69689	aws001	AWS Service Center	4341-101-000	Janitorial/Trash Service	176.37	
01/10/18	69690	dvs001	DVS Renewal	4840-101-000	Vehicle-Miscellaneous Expense	64.00	
01/10/18	69691	gil001	Gilbert Mechanical Contractors, Inc.	4343-101-000	Building/Site Maintenance	947.69	2017
01/10/18	69692	hom001	Home Depot Credit Services	4670-101-000	Natural Resources Program	121.33	2017
01/10/18	69693	lak008	Lakeview Terrace (re-issue)	4682-529-000	BMP Cost Share Program	12,281.55	2017
01/10/18	69694	met008	MetLife-Group Benefits			826.08	
				4040-101-000	Employee Benefits-General		598.41
				2015-101-000	Employee Health-General		227.67
01/10/18	69695	ncp001	NCPERS Minnesota	2015-101-000	Employee Health-General	16.00	
01/10/18	69696	nor013	Northern Dewatering, Inc.	4630-516-000	Construction-Maint. & Rep.	1,242.00	2017
01/10/18	69697	nor017	North High School	4370-101-000	Educational Program-General	140.40	2017
01/10/18	69698	spr002	SPRWS	4530-101-000	Water QM Staff-General	69.26	2017
01/10/18	69699	usb006	US Bank Corporate Trust	4700-585-000	Debt Service-Cert. of Participation	1,900.00	
01/18/18	69704	ben002	Benefit Extras, Inc.	4040-101-000	Employee Benefits-General	785.00	
01/18/18	69705	han007	Ben Hanson	4670-101-000	Natural Resources Program	1,500.00	
01/18/18	69706	min009	Minnesota Native Plant Society	4338-101-000	Dues & Publications	15.00	
01/18/18	69707	mnp002	Minnesota Pollution Control Agency	4698-101-000	NPDES Phase II	400.00	
01/18/18	69708	pre003	Premium Waters, Inc.	4342-101-000	Utilities/Bldg. Contracts	19.00	2017
01/18/18	69709	wet001	Wetland Professionals Association	4338-101-000	Dues & Publications	30.00	
01/30/18	69710	ada002	Adam's Pest Control, Inc.	4342-101-000	Utilities/Bldg. Contracts	79.00	2017
01/30/18	69711	ahl001	Paige Ahlborg			159.23	
				4040-101-000	Employee Benefits-General		131.08
				4020-101-000	Employee Expense-General		15.26
				4820-101-000	Vehicle Maintenance-General		12.89
01/30/18	69712	all004	allstream	4650-101-000	Project Operations-General	60.49	
01/30/18	69713	att002	AT & T Mobility - ROC	4325-101-000	IT/Website/Software	107.23	2017

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From January 1, 2018 - January 31, 2018**

<b>Date</b>	<b>Check #</b>	<b>Vendor ID</b>	<b>Name</b>	<b>Account ID</b>	<b>Account Description</b>	<b>Amount</b>	<b>Check Detail</b>
01/30/18	69714	bar001	Barr Engineering			96,390.51	
				4121-101-000	Engineering Admin-General Fund	2,521.21	2017
				4123-101-000	Engineering-Review	2,778.15	2017
				4129-101-000	Project Feasibility-General	196.00	2017
				4129-101-000	Project Feasibility-General	417.00	2017
				4129-101-000	Project Feasibility-General	436.00	2017
				4129-101-000	Project Feasibility-General	2,089.00	2017
				4129-101-000	Project Feasibility-General	227.00	2017
				4129-101-000	Project Feasibility-General	82.87	2017
				4128-520-000	Engineering-Flood Damage	1,145.22	2017
				4128-520-000	Engineering-Flood Damage	1,741.28	2017
				4124-101-000	Eng.Permit Review-General	1,040.00	2017
				4661-101-000	SLMP/TMDL Studies	679.00	2017
				4695-101-000	Research Projects-General	1,423.95	2017
				4650-101-000	Project Operations-General	754.00	2017
				4128-550-000	Engineering-Frost/Kennard	1,211.00	2017
				4128-518-000	Engineering-School/Commer Retrofit	315.00	2017
				4695-101-000	Research Projects-General	690.00	2017
				4128-549-000	Engineering-Beltline/Battle Creek	8,241.16	2017
				4128-516-000	Engineering-Projects Maint. & Repair	806.43	2017
				4128-516-000	Engineering-Projects Maint. & Repair	2,544.36	2017
				4121-101-000	Engineering Admin-General Fund	5,489.00	
				4123-101-000	Engineering-Review	4,140.00	
				4129-101-000	Project Feasibility-General	2,653.00	
				4129-101-000	Project Feasibility-General	1,367.50	
				4129-101-000	Project Feasibility-General	1,379.00	
				4129-101-000	Project Feasibility-General	2,774.50	
				4520-101-000	WQM-Engineering	49.50	
				4124-101-000	Eng.Permit Review-General	980.00	
				4128-553-000	Engineering-Wakefield	82.50	
				4128-550-000	Engineering-Frost/Kennard	405.00	
				4128-518-000	Engineering-School/Commer Retrofit	275.00	
				4128-518-000	Engineering-School/Commer Retrofit	210.00	
				4682-529-000	Stewardship Grant Program	2,347.00	
				4128-528-000	Engineering-Faith Based	918.00	
				4128-554-000	Engineering-Willow Pond	5,969.00	
				4128-520-000	Engineering-Flood Damage	11,903.57	
				4128-520-000	Engineering-Flood Damage	1,389.00	
				4128-519-000	Engineering-Office Solar Energy	754.00	
				4128-549-000	Engineering-Beltline/Battle Creek	18,979.91	
				4128-516-000	Engineering-Projects Maint. & Repair	1,001.00	
				4128-516-000	Engineering-Projects Maint. & Repair	3,985.40	

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From January 1, 2018 - January 31, 2018**

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
01/30/18	69715	bar004	Deborah Barnes	4040-101-000	Employee Benefits-General	220.00	
01/30/18	69716	blu003	Blue Thumb/Metro Blooms	4683-101-000	Outside Program Support	1,250.00	
01/30/18	69717	boh001	Brian Bohman (re-issue)	4372-101-000	Events	60.00	2017
01/30/18	69718	bro003	Brooks Applied Labs	4530-101-000	Water QM Staff-General	1,205.00	2017
01/30/18	69719	cad003	Cady Building Maintenance	4341-101-000	Janitorial/Trash Service	605.00	
01/30/18	69720	can001	Canabury Pond Condominium	4682-529-000	BMP Cost Share Program	30,968.12	2017
01/30/18	69721	car003	Tina Carstens			1,180.76	2017
				4040-101-000	Employee Benefits-General		667.42
				4360-101-000	Manager Expenses-General		15.99
				4365-101-000	Committee/Board Meeting Expense		40.46
				4365-101-000	Committee/Board Meeting Expense		456.89
01/30/18	69722	car007	Carp Solutions, LLC	4670-101-000	Natural Resources Project-General	2,209.44	
01/30/18	69723	cit001	City of Little Canada	4342-101-000	Utilities/Bldg. Contracts	109.53	2017
01/30/18	69724	cit011	City of Roseville			3,470.73	2017
				4325-101-000	IT/Website/Software		2,029.42
				4310-101-000	Telephone-General		302.31
				4325-101-000	IT/Website/Software		1,139.00
01/30/18	69725	ebe001	Marjorie J. Ebensteiner	4360-101-000	Manager Expenses-General	173.88	
01/30/18	69726	fle001	Flemings Auto Service	4820-101-000	Vehicle Maintenance-General	33.84	
01/30/18	69727	gil001	Gilbert Mechanical Contractors, Inc.	4343-101-000	Bldg./Site Maintenance	2,735.19	2017
01/30/18	69728	hal001	Jennifer Hall	4370-101-000	Events	150.00	
01/30/18	69729	hen002	Henriksen Ace Hardware	4670-101-000	Natural Resources Project-General	19.32	
01/30/18	69730	inn002	Innovative Office Solutions, LLC	4320-101-000	Office Supplies-General	142.79	
01/30/18	69731	inn003	Innovational Concepts, Inc.	4342-101-000	Utilities/Bldg. Contracts	206.75	
01/30/18	69732	int001	Office of MN, IT Services	4310-101-000	Telephone-General	55.40	
01/30/18	69733	kla001	Christine G. Klatt			45.46	
				4670-101-000	Natural Resources Project-General		8.60
				4670-101-000	Natural Resources Project-General		36.86
01/30/18	69734	mel001	Michelle L. Melser	4020-101-000	Employee Expense-General	27.82	2017
01/30/18	69735	min010	MN Public Facilities Authority	4700-526-000	Debt Service-Beltline & Tanners	32,093.84	
01/30/18	69736	mmc001	MMC Associates, Inc.	4372-101-000	Events	3,237.50	2017
01/30/18	69737	nep001	NCPERS Minnesota	2015-101-000	Employee Health-General	16.00	
01/30/18	69738	nor011	Northland Securities, Inc.	4630-549-000	Construction-Beltline/Battle	435.00	2017
01/30/18	69739	nor013	Northern Dewatering, Inc.	4630-516-000	Construction-Maint. & Rep.	1,242.00	
01/30/18	69740	obr001	Christopher O'Brien			161.00	
				4350-101-000	Training & Education-General		111.00
				4040-101-000	Employee Benefits-General		50.00
01/30/18	69741	pac001	Pace Analytical Services, Inc.	4530-101-000	Water QM Staff-General	159.00	2017
01/30/18	69742	pas002	Sage Passi			174.64	
				4372-101-000	Events		20.00
				4020-101-000	Employee Expense-General		13.91
				4372-101-000	Events		34.20
				4040-101-000	Employee Benefits-General		39.54
				4020-101-000	Employee Expense-General		66.99
				4370-101-000	Educational Program-General		

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From January 1, 2018 - January 31, 2018**

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail	
01/30/18	69743	pci001	Pci Roads, LLC	4630-549-000	Construction-Beltline/Battle	154,787.50		2017
01/30/18	69744	pin003	Zola R. Pineles	4020-101-000	Employee Expense-General	90.42		2017
01/30/18	69745	pra001	Prairie Moon Nursery, Inc.	4370-101-000	Educational Program-General	51.00		
01/30/18	69746	pro003	Lindsey R. Provos	4040-101-000	Employee Benefits-General	40.00		
01/30/18	69747	qwe001	CenturyLink	4650-101-000	Project Operations-General	223.17		2017
01/30/18	69748	ram001	Ramsey Conservation District	4682-529-000	BMP Cost Share Program	8,402.00		2017
01/30/18	69749	red002	Redpath & Company, Ltd	4110-101-000	Auditor/Accounting	1,729.71		2017
01/30/18	69750	ros004	Roseville Midway Ford	4810-101-000	Vehicle Lease-General	5.00		2017
01/30/18	69751	sod001	Nichole Soderholm			101.00		
01/30/18				4040-101-000	Employee Benefits-General		94.46	
01/30/18				4020-101-000	Employee Expense-General		6.54	
01/30/18	69752	usb002	U.S. Bancorp			2,139.67		
				4530-101-000	Water QM Staff-General		61.70	2017
				4670-101-000	Natural Resources Project-General		47.98	2017
				4530-101-000	Water QM Staff-General		20.35	2017
				4325-101-000	IT/Website/Software		29.00	2017
				4320-101-000	Office Supplies-General		(9.69)	2017
				4320-101-000	Office Supplies-General		23.58	2017
				4350-101-000	Training & Education-General		73.14	2017
				4320-101-000	Office Supplies-General		12.99	2017
				4320-101-000	Office Supplies-General		22.34	2017
				4320-101-000	Office Supplies-General		24.67	2017
				4670-101-000	Natural Resources Project-General		16.56	2017
				4530-101-000	Water QM Staff-General		109.00	2017
				4040-101-000	Employee Benefits-General		352.40	2017
				4670-101-000	Natural Resources Project-General		14.80	2017
				4040-101-000	Employee Benefits-General		177.35	2017
				4325-101-000	IT/Website/Software		87.70	
				4320-101-000	Office Supplies-General		15.00	
				4365-101-000	Committee/Board Meeting Expense		14.52	
				4040-101-000	Employee Benefits-General		253.25	
				4820-101-000	Vehicle Maintenance-General		51.42	
				4320-101-000	Office Supplies-General		10.60	
				4530-101-000	Water QM Staff-General		20.20	
				4350-101-000	Training & Education-General		92.16	
				4040-101-000	Employee Benefits-General		79.75	
				4530-101-000	Water QM Staff-General		51.98	
				4703-101-000	Office Equipment-General		239.99	
				4530-101-000	Water QM Staff-General		46.98	
				4530-101-000	Water QM Staff-General		199.95	
01/30/18	69753	usb005	US Bank Equipment Finance	4335-101-000	Printing-General	285.67		

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From January 1, 2018 - January 31, 2018**

<b>Date</b>	<b>Check #</b>	<b>Vendor ID</b>	<b>Name</b>	<b>Account ID</b>	<b>Account Description</b>	<b>Amount</b>	<b>Check Detail</b>	
01/30/18	69754	vla001	Dave Vlasin			116.24		
				4020-101-000	Employee Expense-General		8.03	<b>2017</b>
				4040-101-000	Employee Benefits-General		54.25	
				4020-101-000	Employee Expense-General		53.96	
01/30/18	69755	voy001	US Bank Voyager Fleet Sys.	4830-101-000	Vehicle Fuel-General	143.80		<b>2017</b>
01/30/18	69756	was007	Washington Conservation District	4682-529-000	BMP Cost Share Program	4,078.50		<b>2017</b>
01/30/18	69757	whe001	Wheeler Hardware Company	4343-101-000	Bldg./Site Maintenance	889.14		<b>2017</b>
01/30/18	69758	win002	Windmill Design Incorporated	4160-101-000	Outside Consulting Services	280.00		<b>2017</b>
						<b>\$369,883.65</b>		

**Printer Jam - Check #'s 69700-69703**  
**Void checks due to old/outstanding as of 12/31/17**





**Summary of Professional Engineering Services During the Period  
December 16, 2017 through December 31, 2017**

	Total Budget* (2017)	Total Fees to Date (2017)	Budget Balance (2017)	Fees During Period	District Accounting Code	Plan Imple- mentation Task Number
<b>Engineering Administration</b>						
General Engineering Administration	\$72,000.00	\$67,177.84	\$4,822.16	\$2,521.21	4121-101	DW-13
RWMWD Health and Safety/ERTK Program	\$2,000.00	\$1,280.00	\$720.00		4697-101	DW-13
Educational Program/Educational Forum Assistance	\$20,000.00	\$1,552.00	\$18,448.00		4698-101	DW-11
<b>Engineering Review</b>						
Engineering Review	\$50,000.00	\$41,721.20	\$8,278.80	\$2,778.15	4123-101	DW-13
<b>Project Feasibility Studies</b>						
Wakefield Park/Frost Avenue Stormwater Project- Project Planning with City Parks Department	\$30,000.00	\$1,109.81	\$28,890.19		4129-101	WL-1
Owasso Blvd and County Park Stormwater Retrofit	\$59,000.00	\$51,646.38	\$7,353.62	\$196.00	4129-101	DW-6
Aquifer Recharge Study Site Search and Feasibility Study	\$50,000.00	\$1,930.00	\$48,070.00		4129-101	DW-10
Owasso Basin Improvements Feasibility Study	\$30,000.00	\$2,536.50	\$27,463.50	\$417.00	4129-101	GC-3
Shoreview Lake Subwatershed Feasibility Study	\$8,000.00	\$3,808.89	\$4,191.11	\$436.00	4129-101	ShL-1
Roseville High School Campus Stormwater Retrofit (Bennett Lake Subwatershed)	\$30,000.00	\$1,797.00	\$28,203.00		4128-518	DW-6
Create an Emergency Response Plan for Owasso Lake	\$15,000.00	\$4,292.10	\$10,707.90	\$2,089.00	4129-101	LO-2
Battle Creek Targeted Subwatershed Study	\$10,000.00	\$10,798.00	-\$798.00	\$227.00	4129-101	BC-2
Strategic Monitoring of Atlas 14 Flood Prone Areas	\$11,000.00	\$13,403.02	-\$2,403.02	\$82.87	4129-101	DW-9
Snail Lake/Grass Lake Area Temporary Flood Response Ping	\$100,000.00	\$158,714.65	-\$58,714.65		4128-520	DW-9
Snail Lake/Grass Lake Optimization	\$47,000.00	\$69,044.44	-\$22,044.44	\$1,145.22	4128-520	DW-9
Grass Lake Berm Design, Bidding and Const Administration	\$105,400.00	\$86,287.80	\$19,112.20	\$1,741.28	4128-520	DW-9
Contingency	\$20,000.00	\$0.00	\$20,000.00			
<b>GIS Maintenance</b>						
GIS Maintenance	\$5,000.00	\$967.00	\$4,033.00		4170-101	DW-13
<b>Monitoring Water Quality/Project Monitoring</b>						
Lake Water Quality Monitoring (Misc QA/QC)	\$5,000.00	\$7,014.54	-\$2,014.54		4520-101	DW-2
<b>Permit Processing, Inspection and Enforcement</b>						
Permit Application Inspection and Enforcement	\$15,000.00	\$1,644.50	\$13,355.50		4122-101	DW-7
Permit Application Review	\$50,000.00	\$52,641.02	-\$2,641.02	\$1,040.00	4124-101	DW-7
<b>Lake Studies/WRPPs/TMDL Reports</b>						
2017 Grant Applications	\$30,000.00	\$1,470.00	\$28,530.00		4661-101	--
Tanners Flood Response Tool Model Update	\$5,000.00	\$1,177.00	\$3,823.00		4661-101	Tal-1
Macrophyte Harvesting Evaluation Study- Phase 2	\$25,000.00	\$25,271.00	-\$271.00		4695-101	KL-3
Kohlman TMDL Tracking (10 years into implementation plan)	\$15,000.00	\$1,486.50	\$13,513.50	\$679.00	4661-101	DW-2
Contingency for Lake Studies	\$25,000.00	\$0.00	\$25,000.00			--
<b>Watershed Management Plan Update</b>						
Watershed Management Plan Update	\$20,000.00	\$20,357.22	-\$357.22		4662-101	--
<b>Research Projects</b>						
New Technology Mini Case Studies (average 6 per year)	\$10,000.00	\$7,058.00	\$2,942.00		4695-101	DW-12
Modeling of 95% CI Limit Atlas 14 District-Wide (Climate Change Scenario) and Generation of Flood Maps for future outreach efforts	\$150,000.00	\$20,552.50	\$129,447.50		4695-101	DW-9
Kohlman Permeable Weir Test System Monitoring Plan	\$10,000.00	\$2,897.50	\$7,102.50		4695-101	DW-12
Maplewood Mall Monitoring	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-12
Summary of alternatives to alum treatment in shallow lakes.	\$5,000.00	\$4,943.95	\$56.05	\$1,423.95	4695-101	DW-12
<b>Project Operations</b>						
2017 Tanners Alum Facility Monitoring	\$20,000.00	\$14,589.32	\$5,410.68	\$754.00	4650-101	Tal-3
<b>Capital Improvements</b>						
Frost Kennard Spent Lime BMP	\$20,000.00	\$13,591.50	\$6,408.50	\$1,211.00	4128-550	WL-1
Commercial Sites Retrofit Projects 2017	\$75,000.00	\$0.00	\$75,000.00		4128-518	DW-6
School Sites Retrofit Projects 2017	\$75,000.00	\$48,264.53	\$26,735.47	\$315.00	4128-518	DW-6
Church Sites Retrofit Projects 2017	\$75,000.00	\$38,239.96	\$36,760.04		4128-518	DW-6
CMAC Project at Willow Pond (Bennett Lake Subwatershed)	\$30,000.00	\$24,223.99	\$5,776.01	\$690.00	4695-101	Bel-4
McKnight Basin Improvements (Battle Creek Subwatershed) Preliminary Design	\$30,000.00	\$0.00	\$30,000.00			BC-4
BMP Incentive Fund: General BMP Design Assistance and Review	\$30,000.00	\$29,511.50	\$488.50		4682-529	DW-6
BMP Incentive Fund: Faith-Based Organizations	\$20,000.00	\$7,849.50	\$12,150.50		4128-528	DW-6
Markham Pond Dredging	\$152,000.00	\$118,182.79	\$33,817.21		4128-551	KC-1
<b>CIP Project Repair &amp; Maintenance</b>						
2017 Beltline Repairs Construction Services	\$360,000.00	\$307,759.48	\$52,240.52	\$8,241.16	4128-549	BELT-2
District Office Bldg Solar Energy Retrofit	\$20,000.00	\$8,337.00	\$11,663.00		4128-519	DW-13
Kohlman Lake Macrophyte Mgmt	\$5,000.00	\$273.00	\$4,727.00		4128-516	KL-3
Routine CIP Inspection and Unplanned Maintenance Identification	\$60,000.00	\$66,505.86	-\$6,505.86	\$806.43	4128-516	DW-5
2017 CIP Maintenance and Repairs	\$150,000.00	\$104,676.43	\$45,323.57		4128-516	DW-5
2018 CIP Maintenance and Repairs	\$90,000.00	\$35,015.26	\$54,984.74	\$2,544.36	4128-516	DW-5

\*For projects carried over from previous years, the total budget reflects the total project budget, and not just the 2017 portion.

Subtotal

\$29,338.63

TOTAL PAYABLE FOR PERIOD 12/16/2017 - 12/31/2017

\$29,338.63

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



**Summary of Professional Engineering Services During the Period  
January 1, 2018 through January 19, 2018**

	Total Budget* (2018)	Total Fees to Date (2018)	Budget Balance (2018)	Fees During Period	District Accounting Code	Plan Imple- mentation Task Number
<b>Engineering Administration</b>						
General Engineering Administration	\$76,000.00	\$5,489.00	\$70,511.00	\$5,489.00	4121-101	DW-13
RWMWD Health and Safety/ERTK Program	\$2,000.00	\$0.00	\$2,000.00		4697-101	DW-13
Educational Program/Educational Forum Assistance	\$20,000.00	\$0.00	\$20,000.00		4698-101	DW-11
<b>Engineering Review</b>						
Engineering Review	\$55,000.00	\$4,140.00	\$50,860.00	\$4,140.00	4123-101	DW-13
<b>Project Feasibility Studies</b>						
Aquifer Recharge Site Search and Feasibility Study	\$15,000.00	\$0.00	\$15,000.00		4129-101	DW-10
Beltline Resiliency and Phalen Chain Water Level Management	\$250,000.00	\$0.00	\$250,000.00		4129-101	BELT-3
Beaver Lake Subwatershed Feasibility Study	\$15,000.00	\$0.00	\$15,000.00		4129-101	BL-1
Owasso Lake Subwatershed Feasibility Study	\$15,000.00	\$0.00	\$15,000.00		4129-101	LO-3
Battle Creek Lake Subwatershed Feasibility Study	\$15,000.00	\$0.00	\$15,000.00		4129-101	BCL-3
Create an Emergency Reponse Plan for Lake Owasso	\$5,000.00	\$2,653.00	\$2,347.00	\$2,653.00	4129-101	LO-2
FEMA Flood Mapping Update	\$100,000.00	\$0.00	\$100,000.00		4129-101	DW-9
West Vadnais Lake to East Vadnais Lake Water Quality Treatment	\$24,400.00	\$1,367.50	\$23,032.50	\$1,367.50	4129-101	DW-9
Snail Lake to Sucker Lake Reverse Pumping Evaluation	\$9,100.00	\$1,379.00	\$7,721.00	\$1,379.00	4129-101	DW-9
Snail, Grass, and West Vadnais outlet permitting with the MnDNR	\$10,000.00	\$2,774.50	\$7,225.50	\$2,774.50	4129-101	DW-9
Modeling of 95% Confidence Limit Atlas 14 District-wide (Climate Change Scenario); Flood Map Generation for Future Outreach	\$129,500.00	\$0.00	\$129,500.00		4129-101	DW-9
<b>GIS Maintenance</b>						
GIS Maintenance	\$5,000.00	\$0.00	\$5,000.00		4170-101	DW-13
<b>Monitoring Water Quality/Project Monitoring</b>						
Lake Water Quality Monitoring (Misc QA/QC)	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-2
Grass Lake WOMP station	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-3
Battle Creek longitudinal monitoring of TSS	\$15,000.00	\$49.50	\$14,950.50	\$49.50	4520-101	BC-3
Auto lake monitoring system for Grass Lake	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-18
Auto lake monitoring system for Owasso Lake	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-18
Auto lake monitoring system for Phalen Lake	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-18
Auto lake monitoring system for Snail Lake	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-18
Auto lake monitoring system for Wabasso Lake	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-18
Maplewood Mall Monitoring	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-12
<b>Permit Processing, Inspection and Enforcement</b>						
Permit Application Inspection and Enforcement	\$15,000.00	\$0.00	\$15,000.00		4122-101	DW-7
Permit Application Review	\$50,000.00	\$980.00	\$49,020.00	\$980.00	4124-101	DW-7
<b>Lake Studies/WRPPs/TMDL Reports</b>						
2018 Grant Applications	\$30,000.00	\$0.00	\$30,000.00		4661-101	--
Tanners Flood Response Tool Model Update	\$3,000.00	\$0.00	\$3,000.00		4661-101	TaL-1
Evaluate water quality benefit of removing accumulated sediment from south end of Wakefield Lake to improve Lake Phalen water quality	\$10,000.00	\$0.00	\$10,000.00		4661-101	WL-5
<b>Research Projects</b>						
New Technology Mini Case Studies (average 6 per year)	\$12,000.00	\$0.00	\$12,000.00		4695-101	DW-12
Kohlman Permeable Weir Test System - Implement Monitoring Plan	\$15,000.00	\$0.00	\$15,000.00		4695-101	DW-12
<b>Project Operations</b>						
2018 Tanners Alum Facility Monitoring	\$15,000.00	\$0.00	\$15,000.00		4650-101	TaL-3
<b>Capital Improvements</b>						
Wakefield Park/Frost Avenue Stormwater Project	\$25,000.00	\$82.50	\$24,917.50	\$82.50	4128-553	WL-1
Frost Kennard Spent Lime BMP	\$24,000.00	\$405.00	\$23,595.00	\$405.00	4128-550	WL-1
Commercial Sites Retrofit Projects 2018	\$55,000.00	\$0.00	\$55,000.00		4128-518	DW-6
School Sites Retrofit Projects 2018	\$55,000.00	\$275.00	\$54,725.00	\$275.00	4128-518	DW-6
Church Sites Retrofit Projects 2018	\$55,000.00	\$210.00	\$54,790.00	\$210.00	4128-518	DW-6
BMP Incentive Fund: General BMP Design Assistance and Review	\$30,000.00	\$2,347.00	\$27,653.00	\$2,347.00	4682-529	DW-6
BMP Incentive Fund: Faith-Based Organizations	\$20,000.00	\$918.00	\$19,082.00	\$918.00	4128-528	DW-6
Willow Pond CMAC Implementation	\$100,000.00	\$30,192.99	\$69,807.01	\$5,969.00	4128-554	BeL-4
Grass Lake Berm Construction Administration	\$75,000.00	\$11,903.57	\$63,096.43	\$11,903.57	4128-520	GrL-1
Phase 1 implementation from Owasso Basin Improvements Feasibility Study	\$75,000.00	\$1,389.00	\$73,611.00	\$1,389.00	4128-520	GC-3
District Office Solar Energy Retrofit	\$20,000.00	\$9,091.00	\$10,909.00	\$754.00	4128-519	DW-13
<b>CIP Project Repair &amp; Maintenance</b>						
2017-2018 Beltline Repairs Construction Services	\$360,000.00	\$326,739.39	\$33,260.61	\$18,979.91	4128-549	BELT-2
Routine CIP Inspection and Unplanned Maintenance Identification	\$75,000.00	\$1,001.00	\$73,999.00	\$1,001.00	4128-516	DW-5
2018 CIP Maintenance and Repairs	\$90,000.00	\$39,000.66	\$50,999.34	\$3,985.40	4128-516	DW-5
2019 CIP Maintenance and Repairs	\$150,000.00	\$0.00	\$150,000.00		4128-516	DW-5

\*For projects carried over from previous years, the total budget reflects the total project budget, and not just the 2018 portion.

**Subtotal**

**\$67,051.88**

**TOTAL PAYABLE FOR PERIOD 1/1/2018 - 1/19/2018**

**\$67,051.88**

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

**Application for Payment No. 10**  
**Beltline and Battle Creek Repairs**  
**Ramsey-Washington Metro Watershed District**

**Owner:** Ramsey-Washington Metro Watershed District

**Contractor:** PCi Roads, LLC

**Engineer:** Barr Engineering, Co.

For work accomplished through the date of January 20, 2018

1.0	Completed to Date:	<u>\$1,886,444.53</u>
2.0	Less Previously Billed:	<u>\$1,730,909.53</u>
3.0	Amount Completed This Period:	<u>\$155,535.00</u>
4.0	Amount Previously Retained:	<u>\$165,398.30</u>
5.0	Amount Retained This Period (See Note 1):	<u>\$747.50</u>
6.0	Total Amount Retained:	<u>\$166,145.80</u>
7.0	Retainage Released Through This Period:	<u>\$0.00</u>
8.0	Less Total Retainage Remaining:	<u>\$166,145.80</u>
9.0	Less Amounts Previously Paid:	<u>\$1,565,511.23</u>
10.0	Amount Due This Estimate:	<u><u>\$154,787.50</u></u>

Note 1: The specifications require 10% to be retained up to 50% of the project costs.

**CONTRACTOR'S Certification**

The undersigned CONTRACTOR certifies that: (1) all previous progress payments received from OWNER on account of Work done under the Contract referred to above have been applied to discharge in full all obligations of CONTRACTOR incurred in connection with Work covered by prior Applications for Payment numbered 1 through 9 inclusive; (2) title to all Work, materials and equipment incorporated in said Work or otherwise listed in or covered by this Application for Payment will pass to OWNER at time of payment free and clear of all liens, claims, security interest and encumbrances (except such as are covered by Bond acceptable to OWNER indemnifying OWNER against any such lien, claim, security interest or encumbrance); and (3) all Work covered by this Application for Payment is in accordance with the Contract Documents and not defective as that term is defined in the Contract Documents.

**SUBMITTED BY:**

Name: Leo Flynn Date: 1/23/18  
 Title: Project Coordinator  
 Contractor: PCi Roads, LLC

Signature: 

**RECOMMENDED BY:**

Name: Nathan Campeau Date: 1/23/2018  
 Title: Project Engineer  
 Engineer: Barr Engineering Co.

Signature: 

**APPROVED BY:**

Name: Marj Ebensteiner Date: \_\_\_\_\_  
 Title: President  
 Owner: Ramsey-Washington Metro Watershed District

Signature: \_\_\_\_\_

**Beltline and Battle Creek Repairs**  
**Ramsey-Washington Metro Watershed District**  
**Summary of Work Completed Through January 20, 2018 for Progress Payment No. 10**

Item	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	PCi Roads, LLC		(1) Total Completed This Period		(2) Total Completed Previous Periods		(3) Total Completed To Date	
				UNIT COST	EXTENSION	Quantity		Quantity		Quantity	
A	Mobilization	LS	1	\$ 280,000.00	\$ 280,000.00	0	\$0.00	0.928571	\$260,000.00	0.928571	\$260,000.00
B	Water Management	LS	1	\$ 5,000.00	\$ 5,000.00	0.1	\$500.00	0.7	\$3,500.00	0.8	\$4,000.00
C	Erosion Control	LS	1	\$ 35,000.00	\$ 35,000.00	0.125	\$4,375.00	0.625	\$21,875.00	0.75	\$26,250.00
D	Traffic Control	LS	1	\$ 25,000.00	\$ 25,000.00	0.125	\$3,125.00	0.625	\$15,625.00	0.75	\$18,750.00
E	Cold Joint Orientation Core Hole	EA	90	\$ 440.00	\$ 39,600.00	0	\$0.00	0	\$0.00	0	\$0.00
F	Crack Repair - Hydrophobic	LF	12500	\$ 65.00	\$ 812,500.00	1321	\$85,865.00	4782.9	\$310,888.50	6103.9	\$396,753.50
F	Crack Repair - Hydrophilic	LF	5000	\$ 65.00	\$ 325,000.00	0	\$0.00	3385	\$220,025.00	3385	\$220,025.00
G	Chemical Grout – Hydrophobic	GAL	3000	\$ 50.00	\$ 150,000.00	215	\$10,750.00	1178	\$58,900.00	1393	\$69,650.00
G	Chemical Grout – Hydrophilic	GAL	1200	\$ 50.00	\$ 60,000.00	0	\$0.00	630	\$31,500.00	630	\$31,500.00
H	Concrete Surface Repair*	SF	13000	\$ 63.00	\$ 819,000.00	0	\$0.00	2030	\$127,890.00	2030	\$127,890.00
I	Cementitious Mortar Patch	EA	20	\$ 1,000.00	\$ 20,000.00	0	\$0.00	1	\$1,000.00	1	\$1,000.00
J	Manhole Steps	EA	391	\$ 84.00	\$ 32,844.00	31	\$2,604.00	256	\$21,504.00	287	\$24,108.00
K	Root Removal	LS	1	\$ 5,000.00	\$ 5,000.00	0	\$0.00	0	\$0.00	0	\$0.00
L	Encrustation Demolition and Disposal	LS	1	\$ 35,000.00	\$ 35,000.00	0	\$0.00	1	\$35,000.00	1	\$35,000.00
M	Precast Joint Repairs	LF	200	\$ 56.00	\$ 11,200.00	0	\$0.00	440.3	\$24,656.80	440.3	\$24,656.80
N	Rubble Removal (Station 14+94)	LS	1	\$ 5,000.00	\$ 5,000.00	0	\$0.00	0	\$0.00	0	\$0.00
N	Rubble Removal (Station 15+87)	LS	1	\$ 2,000.00	\$ 2,000.00	0	\$0.00	1	\$2,000.00	1	\$2,000.00
N	Rubble Removal (Station 89+76)	LS	1	\$ 2,000.00	\$ 2,000.00	0	\$0.00	0	\$0.00	0	\$0.00
N	Rubble Removal (Station 454+65)	LS	1	\$ 2,000.00	\$ 2,000.00	0	\$0.00	1	\$2,000.00	1	\$2,000.00
N	Rubble Removal (Station 454+94)	LS	1	\$ 2,000.00	\$ 2,000.00	0	\$0.00	1	\$2,000.00	1	\$2,000.00
O	Point Repair	EA	27	\$ 900.00	\$ 24,300.00	0	\$0.00	18	\$16,200.00	18	\$16,200.00
O	Point Repair (Station 50+61)	EA	1	\$ 1,585.00	\$ 1,585.00	0	\$0.00	0	\$0.00	0	\$0.00
O	Point Repair (Station 79+65)	EA	1	\$ 1,585.00	\$ 1,585.00	0	\$0.00	0	\$0.00	0	\$0.00
O	Point Repair (Station 446+15)	EA	1	\$ 1,585.00	\$ 1,585.00	0	\$0.00	1	\$1,585.00	1	\$1,585.00
O	Point Repair (Station 449+12)	EA	1	\$ 1,585.00	\$ 1,585.00	0	\$0.00	1	\$1,585.00	1	\$1,585.00
O	Point Repair (Station 44+97)	EA	1	\$ 1,585.00	\$ 1,585.00	0	\$0.00	0	\$0.00	0	\$0.00
P	Invert Repair (Station 63+92)	SF	15	\$ 1,000.00	\$ 15,000.00	0	\$0.00	0	\$0.00	0	\$0.00
P	Invert Repair (Station 450+94)	SF	64	\$ 500.00	\$ 32,000.00	0	\$0.00	78	\$39,000.00	78	\$39,000.00
Q	Uncover Manhole	EA	4	\$ 1,800.00	\$ 7,200.00	0	\$0.00	4	\$7,200.00	4	\$7,200.00
R	Adjust Manhole Height	EA	4	\$ 1,800.00	\$ 7,200.00	0	\$0.00	0	\$0.00	0	\$0.00
S	CCTV Inspection	LS	1	\$ 35,000.00	\$ 35,000.00	0	\$0.00	0	\$0.00	0	\$0.00
<b>BASE BID TOTAL</b>					<b>\$ 2,796,769.00</b>	<b>\$107,219.00</b>		<b>\$1,203,934.30</b>		<b>\$1,311,153.30</b>	

**Beltline and Battle Creek Repairs**  
**Ramsey-Washington Metro Watershed District**  
**Summary of Work Completed Through January 20, 2018 for Progress Payment No. 10**

				PCI Roads, LLC		(1) Total Completed This Period		(2) Total Completed Previous Periods		(3) Total Completed To Date	
Item	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	EXTENSION	Quantity		Quantity		Quantity	
<b>BID ALTERNATE #1: REINFORCEMENT STEEL</b>											
Item	ITEM DESCRIPTION	UNIT	ESTIMATED QUANTITY	UNIT COST	EXTENSION						
T	Reinforcement Seal - 6 in.	EA	264	\$ 12.00	\$ 3,168.00	687	\$8,244.00	0	\$0.00	687	\$8,244.00
T	Reinforcement Seal - 12 in.	EA	2197	\$ 24.00	\$ 52,728.00	743	\$17,832.00	0	\$0.00	743	\$17,832.00
T	Reinforcement Seal - 24 in.	EA	882	\$ 48.00	\$ 42,336.00	265	\$12,720.00	0	\$0.00	265	\$12,720.00
T	Reinforcement Seal - 36 in.	EA	252	\$ 70.00	\$ 17,640.00	136	\$9,520.00	0	\$0.00	136	\$9,520.00
<b>BID ALTERNATE #1</b>					<b>\$ 115,872.00</b>		<b>\$48,316.00</b>		<b>\$0.00</b>		<b>\$48,316.00</b>
<b>TOTAL BASE BID PLUS BID ALTERNATE #1</b>					<b>\$ 2,912,641.00</b>		<b>\$155,535.00</b>		<b>\$1,203,934.30</b>		<b>\$1,359,469.30</b>
<b>CHANGE ORDER - ADDITIONAL ITEMS</b>											
1-2	Deep Concrete Surface Repair*	SF	3,000	\$ 87.00	\$ 261,000.00	0	\$0.00	3000	\$261,000.00	3000	\$261,000.00
2-2	Beaver Lake Branch Deep Concrete Surface Repair Exceeding 3,000 SF	SF	0	\$ 63.00	\$ -	0	\$0.00	1831.75	\$115,400.25	1831.75	\$115,400.25
2-3	Repair a Void at Station 440+95	LS	1	\$ 14,600.00	\$ 14,600.00	0	\$0.00	1	\$14,600.00	1	\$14,600.00
3-1	Beaver Lake Branch Crack Sealing	LS	1	\$ 119,724.98	\$ 119,724.98	0	\$0.00	1	\$119,724.98	1	\$119,724.98
4-2	Additional Battle Creek Point Repairs	EA	23	\$ 650.00	\$ 14,950.00	0	\$0.00	25	\$16,250.00	25	\$16,250.00
<b>SUBTOTAL CHANGE ORDERS</b>					<b>\$ 410,274.98</b>		<b>\$0.00</b>		<b>\$526,975.23</b>		<b>\$526,975.23</b>
<b>TOTAL BASE BID PLUS BID ALTERNATE #1, PLUS CHANGE ORDERS</b>					<b>\$ 3,322,915.98</b>		<b>\$155,535.00</b>		<b>\$1,730,909.53</b>		<b>\$1,886,444.53</b>
<b>RETAINAGE (10% Retainage, up to 50% of Work Completion)</b>					<b>\$ 166,145.80</b>		<b>\$747.50</b>		<b>\$165,398.30</b>		<b>\$166,145.80</b>
<b>TOTAL AMOUNT DUE:</b>							<b>\$154,787.50</b>		<b>\$1,565,511.23</b>		<b>\$1,720,298.73</b>

\*Change Order 1-2 results in an estimated reduction of Item H of 3,000 SF, for an estimated reduction of \$189,000. This results in an estimated net increase of \$72,000.

\* \* \* \* \*

# Permit Program

\* \* \* \* \*

# Permit Application Coversheet

**Date** February 07, 2018

**Project Name** Suite Living North St. Paul

**Project Number** 18-03

**Applicant Name** Joel Larson, Suite Living of North St. Paul

**Type of Development** Residential

## Property Description

This project is located at 2710 13th Street East, southeast of Highway 36 in the City of North St. Paul. The applicant is proposing to construct a senior memory care facility and associated parking. The total site area is 1.97 acres. Volume reduction and rate control will be achieved through construction of a wet pond with an iron-enhanced filtration bench. Pretreatment will include vegetated swales. Due to historic contamination and high groundwater, the bottom of the wet pond will be lined with clay.

## Watershed District Policies or Standards Involved:

- Wetlands**                       **Erosion and Sediment Control**  
 **Stormwater Management**     **Floodplain**

## 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**

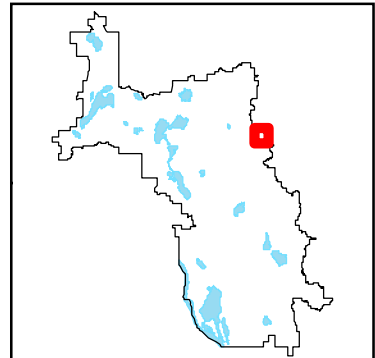
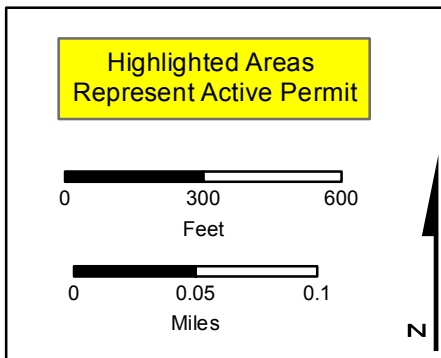
# #18-03 Suite Living North St. Paul



Note: Shaded area is outside RWMWD

Wetlands	
<span style="color: red;">■</span>	Manage A
<span style="color: green;">■</span>	Manage B
<span style="color: blue;">■</span>	Manage C
<span style="color: lightblue;">■</span>	Lake
<span style="color: gray;">■</span>	Sediment Pond
<span style="color: purple;">■</span>	Not Assessed

<span style="border: 1px solid black; display: inline-block; width: 20px; height: 10px;"></span>	RWMWD Boundary
<span style="color: black;">→</span>	Flow Arrows
<span style="color: green;">→</span>	Major Flow Arrows
<span style="border: 1px dashed green; display: inline-block; width: 20px; height: 10px;"></span>	Subwatersheds
<span style="color: blue;">—</span>	Creeks
<span style="border: 1px dashed purple; display: inline-block; width: 20px; height: 10px;"></span>	Permits
<span style="border: 1px dashed black; display: inline-block; width: 20px; height: 10px;"></span>	City Boundaries





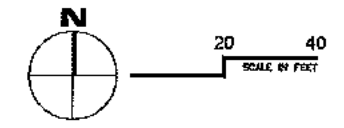
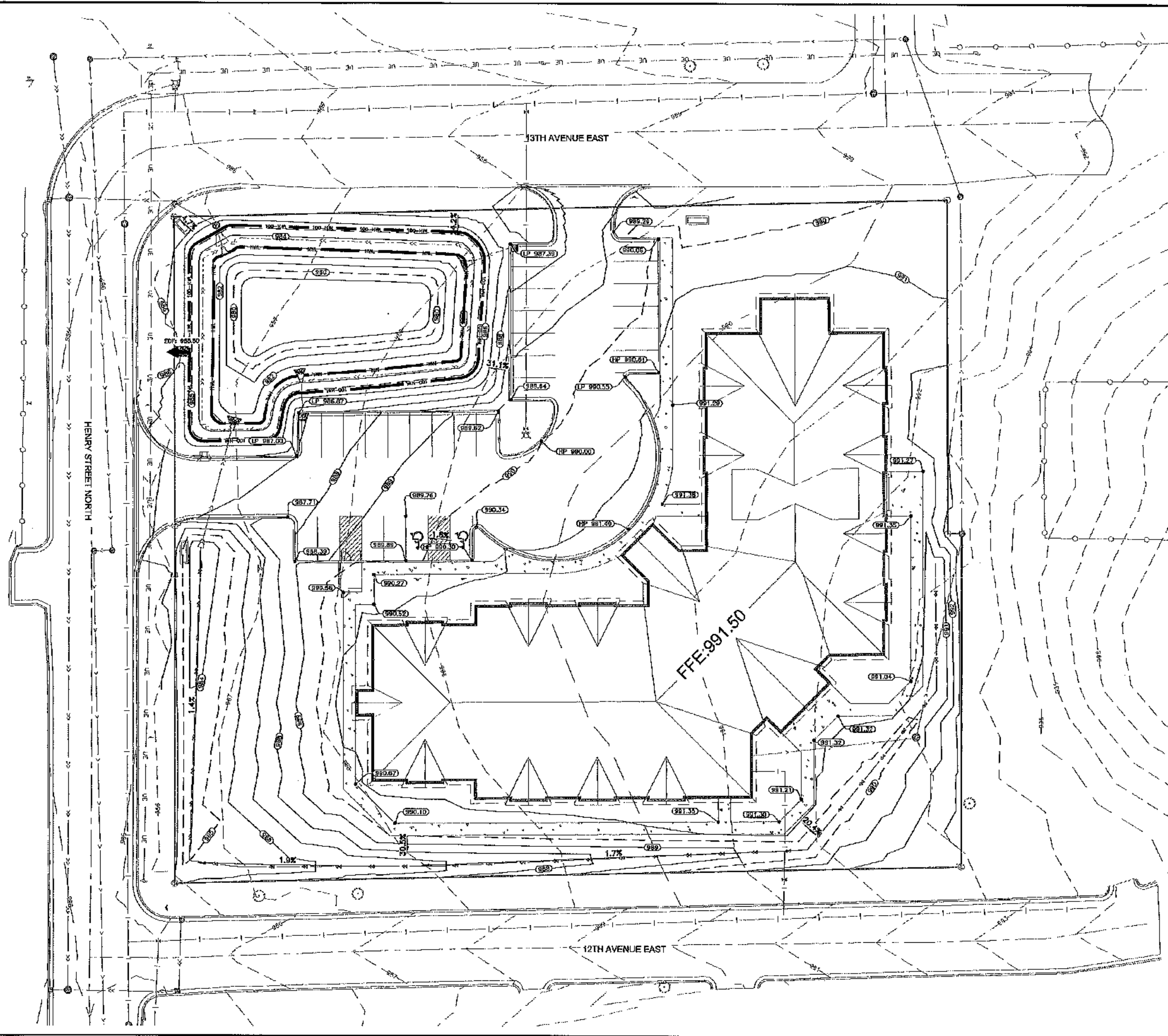
**18-03**

**Special Provisions**

1. The applicant shall submit the escrow fee of \$5,000.
2. The applicant shall submit a final copy of the signed construction plans.
3. The applicant shall submit an executed maintenance agreement for the proposed stormwater facilities.
4. The applicant shall revise Detail #510 to show the drain tile connection, or add detail for CB-401.
5. The applicant shall submit onsite soil borings and geotechnical report.
6. The applicant shall clarify the specifications for 'Type 1 geotextile' as noted in the construction details.
7. The applicant shall provide contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).
8. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Phase 2 Construction Permit.

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4/1/2018 2:05 PM 2582717163.dwg (paul) Paul J. Paul 2:05:37 AM 2582717163.dwg



**GRADING LEGEND:**

- FLOW ARROW
- SPOT ELEVATION
- PROPOSED MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- TRANSVERSE CURB AND GUTTER
- PROPOSED

**GENERAL GRADING AND DRAINAGE NOTES:**

1. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE IN PLACE BEFORE BEGINNING SITE GRADING ACTIVITIES.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING QUANTITIES OF CUT, FILL AND WASTE MATERIAL TO BE HANDLED, AND FOR THE AMOUNT OF GRABBS TO BE DONE. ALL COSTS ASSOCIATED WITH IMPORTING SUITABLE MATERIAL AND EXPORTING UNSUITABLE/EXCESS/WASTE MATERIAL SHALL BE INCLUDED IN THE BID PRICE.
3. CONTRACTOR SHALL STRIP, STOCKPILE AND RE-SPREAD EXISTING ON-SITE TOPSOIL, IF MATERIAL IS APPROVED BY THE LANDSCAPE ARCHITECT AND/OR SPECIFICATIONS, PROVIDE A UNIFORM THICKNESS OF 6" MINIMUM IN ALL DISTURBED AREAS TO BE LANDSCAPED.
4. CONTRACTOR SHALL DISPOSE OF ANY EXCESS SOIL MATERIAL UNLESS OTHERWISE DIRECTED.
5. REFER TO LANDSCAPE PLAN FOR PERMANENT TURF RESTORATION AND PLANTING INFORMATION.
6. MAINTAIN TEMPORARY PROTECTION MEASURES DURING CONSTRUCTION ACTIVITIES. SEE SITE REMOVAL PLAN FOR ADDITIONAL INFORMATION. PROVIDE ADDITIONAL PROTECTION AS NECESSARY AS WORK PROGRESSES.
7. SEE OML SITE PLAN FOR SITE LAYOUT.
8. PROPOSED CONTOURS AND SPOT ELEVATIONS ARE TO FINISHED SURFACE GRADE.
9. SPOT ELEVATIONS SHOWN ADJACENT TO CURB REFER TO GUTTER/FLOW LINE. SPOT ELEVATION SHOWN FOR TOP OF CURB ARE LABELED WITH TC (TOP OF CURB). SPOT LABELED ME REFERS TO MATCH EXISTING GRADE, EOF REFERS TO EMERGENCY OVERFLOW ELEVATION, BW REFERS TO TOP OF WALL AND BW REFERS TO BOTTOM OF WALL.
10. PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDINGS AT ALL TIMES.
11. NO GRADED SLOPES SHALL EXCEED 3:1 (HORIZONTAL TO VERTICAL) UNLESS OTHERWISE NOTED.
12. UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING AND PROVIDE A SMOOTH FINISHED SURFACE WITH UNIFORM SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN OR BETWEEN SUCH POINTS AND EXISTING GRADES.
13. LIMIT THE DISTURBED AREA AS MUCH AS POSSIBLE AND CONDUCT GRADING OPERATIONS IN A MANNER TO MINIMIZE THE POTENTIAL FOR EROSION.

**CUT/ FILL SUMMARY**

TOTAL CUT	2,736 CY
TOTAL FILL	2,016 CY
NET CUT/FILL	720 CY OF CUT

CUT AND FILL IS FROM EXISTING GRADE TO FINISHED GRADE.



STATE LAW: 48 HOURS BEFORE EXCAVATING OR DEMOLISHING BUILDINGS, CALL 811 FOR FIELD LOCATION OF UNDERGROUND UTILITY LINES. THIS SERVICE LOCATES UTILITY OWNED LINES BUT NOT PRIVATE LINES.

THE LOCATIONS OF UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE WAY ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE EXACT LOCATION OF ALL UTILITIES (PUBLIC AND PRIVATE) MUST BE DETERMINED BEFORE COMMENCING WORK.



THIS DRAWING IS THE PROPERTY OF AMI CONSULTING ENGINEERS P.A. IT IS TO BE USED ONLY FOR THE PROJECT AND SITE SPECIFICALLY IDENTIFIED HEREON. ANY REUSE OR REPRODUCTION OF THIS DRAWING WITHOUT THE WRITTEN PERMISSION OF AMI CONSULTING ENGINEERS P.A. IS STRICTLY PROHIBITED.

**NOT FOR CONSTRUCTION**

DATE: 01/26/2018

REV.	DESCRIPTION

DATE	REV.	DESCRIPTION

SUITE LIVING MEMORY CARE  
 SUITE LIVING NORTH ST. PAUL LLC  
 2710 12TH AVENUE EAST  
 NORTH ST. PAUL, MN

GRADING PLAN

JOB No: 171406  
 DATE: 01/26/2018  
 DRAWN BY: AJP  
 DESIGNED BY: SEG

SHEET:  
**C3.0**

# Permit Application Coversheet

**Date** February 07, 2018

**Project Name** Suite Living Little Canada

**Project Number** 18-04

**Applicant Name** Joel Larson, Suite Living of Little Canada

**Type of Development** Residential

## Property Description

This project is located at 2736 & 2744 Rice Street, west of Round Lake in the City of Little Canada. The applicant is proposing to construct a senior memory care facility and associated parking. The total site area is 1.63 acres. Volume reduction and rate control will be achieved through construction of a wet pond with an iron-enhanced filtration bench. Pretreatment will include vegetated swales. Filtration is being proposed due to poor soils.

## Watershed District Policies or Standards Involved:

- Wetlands**                       **Erosion and Sediment Control**  
 **Stormwater Management**     **Floodplain**

## 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**

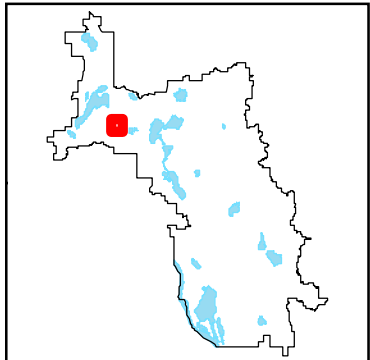
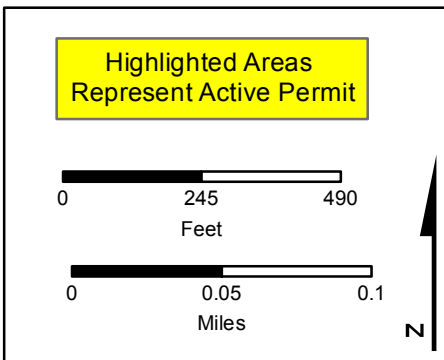
# #18-04 Suite Living Little Canada



**Wetlands**

- Manage A
- Manage B
- Manage C
- Lake
- Sediment Pond
- Not Assessed

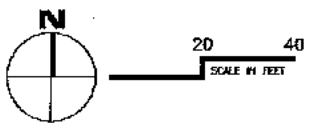
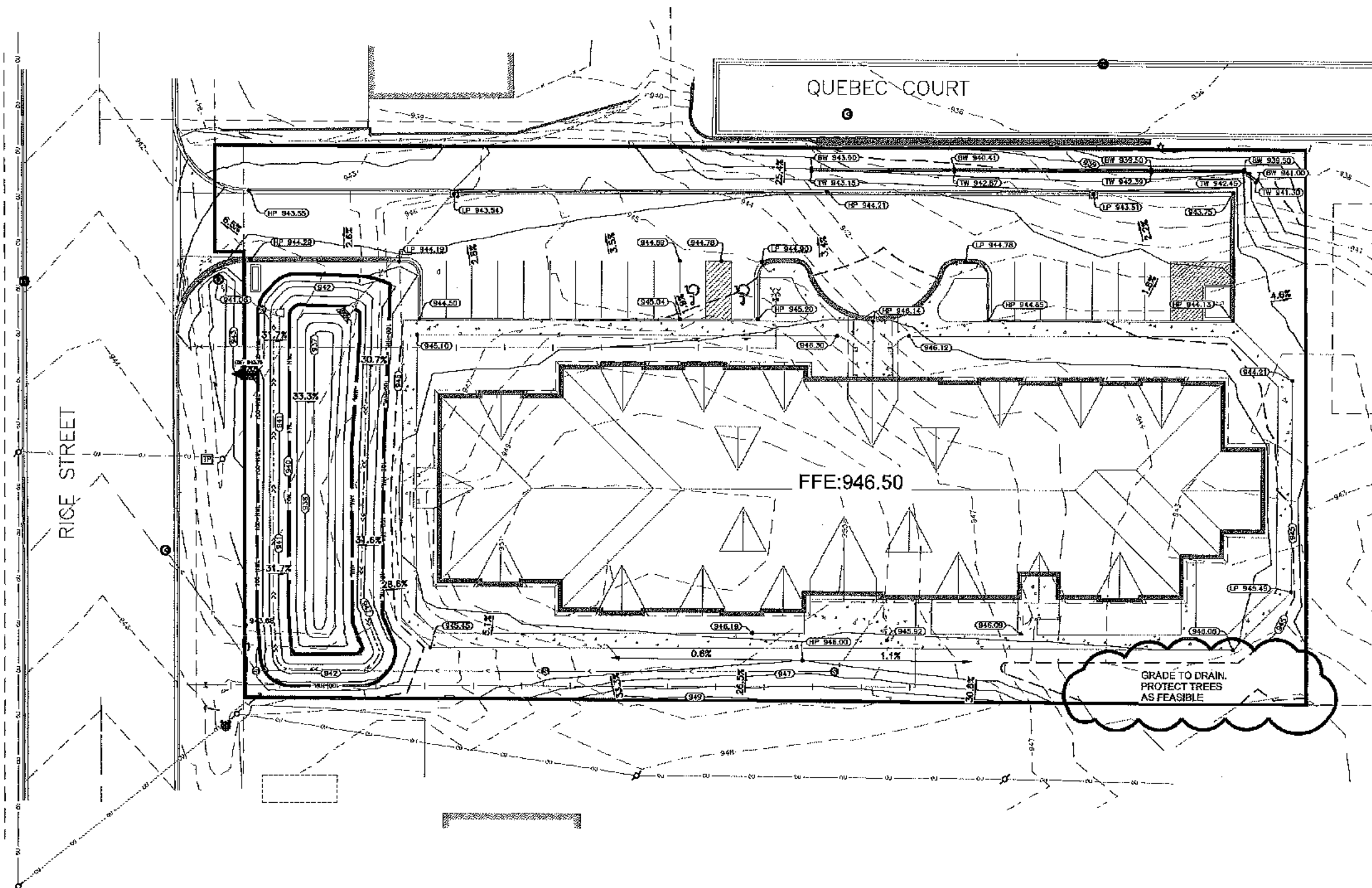
- RWMWD Boundary
- Flow Arrows
- ➔ Major Flow Arrows
- Subwatersheds
- Creeks
- Permits
- City Boundaries



**18-04**

**Special Provisions**

1. The applicant shall submit the escrow fee of \$8,150.
2. The applicant shall submit a final copy of the signed construction plans.
3. The applicant shall submit an executed maintenance agreement for the proposed stormwater facilities.
4. The applicant shall revise Detail #510 to show the drain tile connection, or add detail for CB-200.
5. The applicant shall clarify the specifications for 'Type 1 geotextile' as noted in the construction details.
6. The applicant shall provide contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).
7. The applicant shall update the erosion control plan to show that perimeter control should be placed around the filtration area after the media is placed.
8. The applicant shall update the HydroCAD model so that the surface area used to calculate filtration matches the plans.
9. The applicant shall revise elevations for Detail #550 so that the elevation of the filtration bench matches the elevation at which exfiltration is used in the model.
10. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Phase 2 Construction Permit.



**GRADING LEGEND:**

- FLOW ARROW
- SPOT ELEVATION
- PROPOSED MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- TRANSVERSE CURB AND GUTTER
- RIPRAP

**GENERAL GRADING AND DRAINAGE NOTES:**

1. ALL EROSION AND SEDIMENTATION CONTROL MEASURES SHALL BE IN PLACE BEFORE BEGINNING SITE GRADING ACTIVITIES.
2. CONTRACTOR SHALL BE RESPONSIBLE FOR DETERMINING QUANTITIES OF CUT, FILL AND WASTE MATERIAL TO BE HANDLED, AND FOR THE AMOUNT OF GRADING TO BE DONE. ALL COSTS ASSOCIATED WITH IMPORTING SUITABLE MATERIAL AND EXPORTING UNSUITABLE/EXCESS/WASTE MATERIAL SHALL BE INCLUDED IN THE BID PRICE.
3. CONTRACTOR SHALL STRIP, STOCKPILE AND RE-SPREAD EXISTING ON-SITE TOPSOIL, IF MATERIAL IS APPROVED BY THE LANDSCAPE ARCHITECT AND/OR SPECIFICATIONS, PROVIDE A UNIFORM THICKNESS OF 6" MINIMUM IN ALL DISTURBED AREAS TO BE LANDSCAPED.
4. CONTRACTOR SHALL DISPOSE OF ANY EXCESS SOIL MATERIAL UNLESS OTHERWISE DIRECTED.
5. REFER TO LANDSCAPE PLAN FOR PERMANENT TURF RESTORATION AND PLANTING INFORMATION.
6. MAINTAIN TEMPORARY PROTECTION MEASURES DURING CONSTRUCTION ACTIVITIES. SEE SITE REMOVALS PLAN FOR ADDITIONAL INFORMATION. PROVIDE ADDITIONAL PROTECTION AS NECESSARY AS WORK PROGRESSES.
7. SEE CIVIL SITE PLAN FOR SITE LAYOUT.
8. PROPOSED CONTOURS AND SPOT ELEVATIONS ARE TO FINISHED SURFACE GRADE.
9. SPOT ELEVATIONS SHOWN ADJACENT TO CURB REFER TO CUTTER/FLOW LINE. SPOT ELEVATION SHOWN FOR TOP OF CURB ARE LABELED WITH TC (TOP OF CURB). SPOT LABELED ME REFERS TO MATCH EXISTING GRADE. FOR REFER TO EMERGENCY OVERFLOW ELEVATION, TW REFERS TO TOP OF WALL AND BW REFERS TO BOTTOM OF WALL.
10. PROVIDE POSITIVE DRAINAGE AWAY FROM BUILDINGS AT ALL TIMES.
11. NO GRADED SLOPES SHALL EXCEED 3:1 (HORIZONTAL TO VERTICAL) UNLESS OTHERWISE NOTED.
12. UNIFORMLY GRADE AREAS WITHIN LIMITS OF GRADING AND PROVIDE A SMOOTH FINISHED SURFACE WITH UNIFORM SLOPES BETWEEN POINTS WHERE ELEVATIONS ARE SHOWN OR BETWEEN SUCH POINTS AND EXISTING GRADES.
13. LIMIT THE DISTURBED AREA AS MUCH AS POSSIBLE AND CONDUCT GRADING OPERATIONS IN A MANNER TO MINIMIZE THE POTENTIAL FOR EROSION.

CUT/ FILL SUMMARY	
TOTAL CUT	3,760 CY
TOTAL FILL	2,185 CY
NET CUT/FILL	1,575 CY OF CUT
CUT AND FILL IS FROM EXISTING GRADE TO FINISHED GRADE	



Know what's below.  
Call before you dig.

STATE LAW: 48 HOURS BEFORE EXCAVATING OR DEMOLISHING BUILDINGS, CALL 811 FOR FIELD LOCATION OF UNDERGROUND UTILITY LINES. THIS SERVICE LOCATES UTILITY OWNED LINES BUT NOT PRIVATE LINES.  
THE LOCATIONS OF UNDERGROUND UTILITIES ARE SHOWN IN AN APPROXIMATE MANNER ONLY AND HAVE NOT BEEN INDEPENDENTLY VERIFIED. THE EXACT LOCATION OF ALL UTILITIES (PUBLIC AND PRIVATE) MUST BE DETERMINED BEFORE COMMENCING WORK.



THESE PLANS ARE PRELIMINARY AND NOT FOR CONSTRUCTION.  
DATE: 01/25/2018

DATE	REV.	DESCRIPTION

SUITE LIVING MEMORY CARE  
SUITE LIVING LITTLE CANADA, LLC  
2736 & 2744 RISE STREET  
LITTLE CANADA, MN

JOB No: 171405  
DATE: 01/25/2018  
DRAWN BY: AJP  
DESIGNED BY: SEG

SHEET:  
**C3.0**



# RAMSEY-WASHINGTON

## METRO WATERSHED DISTRICT

### MEMORANDUM

**Date:** February 7, 2018  
**To:** Board of Managers and Staff  
**From:** Nicole Soderholm, Permit Coordinator  
**Subject:** January Enforcement Action Report

During January 2018:

**Number of Violations:** 0

#### **Ongoing Activities:**

Erosion/sediment control inspections have been sporadic due to freezing temperatures, snow cover, and a decrease in construction activity. Staff assisted engineers, local government, and developers with permitting and completed monthly permit review with Barr Engineering. Staff responded to inquiries on projects in the District and assisted applicants and city staff with Wetland Conservation Act (WCA) administration/procedures. Staff submitted the WCA 2017 Annual Report to BWSR and attended a workshop on MS4 General Permit compliance.

#### **Project Updates:**

Permit #15-38 Roseville Assisted Living, Roseville

The Roseville Assisted Living project on County Road B2 is underway. Staff scheduled a SWPPP inspection late in the month with the site superintendent to discuss construction phasing and general housekeeping requirements.

#### Permit #17-29 RWMWD 2018 CIP

The District's CIP project began this month. Cattail removal near Grass Lake is underway to improve drainage in the area. District and Barr staff continue to work closely with the contractor and Ramsey County Parks to ensure the work meets all expectations.

#### Permit #17-18 Owasso Park Improvements, Shoreview

A follow-up inspection was conducted at Owasso Park with Ramsey County Parks staff in response to a citizen report that the boat launch was contributing to sediment tracking on to the ice of Lake Wabasso. Staff did not observe any sediment tracking during the inspection but noted some improvements that could be made to the silt fence and a stockpile on the site. Staff will continue to inspect the area in collaboration with the county to ensure there are no adverse impacts to Lake Wabasso or Lake Owasso during the course of the project. Construction is expected to resume in the spring.

#### **Permits Closed in January 2018:**

None



\* \* \* \* \*

# Stewardship Grant Program

\* \* \* \* \*

## Stewardship Grant Program Budget Status Update

**February 7, 2018**

Homeowner	Coverage	Number of Projects	Funds Allocated
Habitat Restoration and rain garden w/o hard surface drainage	50% Cost Share \$15,000 Max	0	\$0
Rain garden w/hard surface drainage, pervious pavement, green roof	75% Cost Share \$15,000 Max	0	\$0
Shoreland Restoration (below 100-year flood elevation w/actively eroding banks)	100% Cost Share \$15,000 Max	0	\$0

Commercial, School, Government, Church, Associations, etc.	Coverage	Number of Projects	Funds Allocated
Habitat Restoration	50% Cost Share \$15,000 Max	0	\$0
Shoreland Restoration (below 100-year flood elevation w/actively eroding banks)	100% Cost Share \$100,000 Max	0	\$0
PRIORITY AREAS:	100% Cost Share \$100,000 Max	0	\$0
NON-PRIORITY AREAS:	75% Cost Share \$50,000 Max	0	\$0
Maintenance	50% Cost Share \$5,000 Max for 5 Years	1	\$1,500
Consultant Fees			\$0
<b>Total Allocated</b>			<b>\$1,500</b>

<b>2018 Stewardship Grant Program Budget</b>	
Budget	\$800,000.00
Total Funds Allocated	\$1,500.00
<b>Total Available Funds</b>	<b>\$798,500</b>

\* \* \* \* \*

# Action Items

\* \* \* \* \*

# Request for Board Action

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**Board Meeting Date:** February 7, 2018

**Agenda Item No.:** 8A

**Preparer:** Tina Carstens, Administrator

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**Item Description:** Board of Managers 2018 Annual Meeting

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## **Background:**

The purpose of this item is to reflect on the past year. And, if the Board chooses, to make comments on the general performance of staff, consultants, and manager interactions, as well as the general operation of the District. Individual staff and administrator reviews though are conducted separately. The Board could reflect on the past year's activities and communications between staff and the Board both during and in-between meeting times. The Board could also comment on the way the packets are presented as far as too little or too much information. Comments or suggestions are always appreciated by staff.

The Board could also comment on the relationships with our consultants and any concerns or improvements that might be necessary.

The following is official business for the Board to take action on at this annual meeting:

### **1. Elections of Officers**

The Board must select a president, vice president, treasurer, and secretary. The current officers are as follows:

<b>President</b>	Marj Ebensteiner
<b>Vice President</b>	Cliff Aichinger
<b>Treasurer</b>	Vacant (Jen Oknich most recently)
<b>Secretary</b>	Pam Skinner

The President will serve as the chairperson for all meetings, be a signatory to the District's account and sign any contracts or correspondence.

The Vice President will perform the President duties in the event of an absence. The Vice President is also responsible for being the personnel representative from the Board. This means that the Vice President would coordinate the Administrator's review as well as consult with the Administrator on personnel issues that may arise.

The Treasurer will be a signatory on District accounts and sign the monthly checks.

The Secretary will oversee the minutes of the meetings and sign documents that require multiple signatures.

**Staff recommendation is for the Board to elect its president, vice president, treasurer and secretary for 2018.**

## **2. Consulting Staff Selection**

Every two years we are required to publish a public notice soliciting proposals for our consulting services. We do this for our engineer, attorney and accountant. The proposals are attached to this memo. We only received proposals from our three current consultants.

**Engineer:** Barr Engineering  
**Attorney:** Galowitz Olson  
**Accountant:** Redpath and Company

**Staff recommendation is to appoint Barr Engineering, Galowitz Olson, and Redpath and Company to continue as the consultants for 2018.**

## **3. Official Designations**

A final item of business is to designate the District's official newspapers and banking institution. Current appointments for each of these items are as follows:

### **Official Bank of Deposit**

4M Fund through the League of Minnesota Cities: US Bank

### **Official Newspapers**

Ramsey County Review  
Oakdale/Lake Elmo Review  
Roseville Review

We also use the St. Paul Pioneer Press, Shoreview Press, and White Bear Press as appropriate for an optional public notice for issues requiring a broader notice. These notices would be a condensed version of the full notice included in the official newspapers.

**Staff recommendation is to approve the Official Bank of Deposit and Newspapers as shown above.**

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**Applicable District Goal and Action Item:**

**Goal: Manage effectively:** The District will operate in a manner that achieves its mission while adhering to its core principles.

**Action Item:** Follow all legal requirements applicable to watershed districts.

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**Staff Recommendation:**

Staff recommends appointing the consulting staff, official bank of deposit and official newspapers as shown above.

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**Financial Implications:**

None

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**Board Action Requested:**

Appoint Board officers and designate the desired consulting staff, official bank of deposit, and official newspapers.

proposal to provide engineering consulting services for  
**Ramsey-Washington Metro Watershed District**



submitted by:  
**Barr Engineering Co.**

4300 MarketPointe Drive, Suite 200  
Minneapolis, Minnesota 55435  
952-832-2600

January 19, 2018



above: educational signage at Maplewood Mall  
front cover: Maplewood Mall



January 19, 2018

Ramsey-Washington Metro Watershed District  
c/o Tina Carstens  
2665 Noel Drive  
Little Canada, MN 55117

Dear Managers:

After 43 years of serving the board of managers for Ramsey-Washington Metro Watershed District (RWMWD), I am pleased to express Barr's interest in continuing to serve the organization as your engineering consultant. Since 1975, we have worked to provide the RWMWD with the highest level of engineering services and commitment to your organization. We are familiar with the board and staff's approach to watershed management and look forward to working with you to achieve your goals in 2018 and beyond.

In response to your request for proposals, we have outlined Barr's expertise in watershed management and our long history of working with the RWMWD. Some of the benefits Barr has to offer include:

- **Continuity**—Barr has provided continuity to the RWMWD's watershed management for more than three decades. And, the team of engineers and designers that has provided direct engineering services to the district for the past several years will remain largely the same.
- **Familiarity**—Barr understands the district's goals. We are prepared to assist the district in implementing its fourth-generation watershed management plan. In addition, we have historical familiarity with the physical characteristics of the watershed district to the extent that we think of your watershed district as our own backyard.
- **Full service**—Our depth and breadth of staff is unmatched locally, allowing us to provide you with comprehensive water resource management services. Whether the district needs watershed modeling, water quality assessment, wetland permitting, total maximum daily load (TMDL) preparation, design, or construction administration, Barr can help. I will personally coordinate and manage staff from our talent pool of nearly 100 water resources engineers, scientists, landscape architects, and graphic designers to address the specific needs of the RWMWD.
- **Credibility**—Barr has established a reputation as experts in water resource management, engineering, and design. The district will continue to benefit from Barr's strong working relationship with governmental agencies, particularly as the board of managers completes and implements the recommendations of the fourth-generation watershed management plan and helps ensure its role as a progressive leader in watershed management.

Thank you for the opportunity to provide information regarding our engineering services. We look forward to continuing our successful working relationship. If you have any questions or would like a more in-depth presentation of Barr's skills and experience, please contact me at (952) 832-2808 or blindaman@barr.com. We would be happy to deliver a presentation for you.

Sincerely,



Bradley J. Lindaman, PE  
Vice President, Principal in Charge

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letter of interest

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*above: The City of Maplewood embraced the living streets design framework for street reconstruction projects to lower long-term costs, reduce impervious surface, and treat stormwater.*

## about Barr Engineering Co.

Barr's roots extend back to the early 1900s with Adolph Meyer, a renowned hydrologist of the early 20th century. Doug Barr began work with Mr. Meyer in the 1950s and built a practice of his own while learning from this skilled hydrologist.

By the time the company was incorporated as an employee-owned firm in 1966, it had 16 employees. Today, Barr Engineering Co. has over 750 employees located in Minnesota, North Dakota, Missouri, Michigan, Utah, and in Alberta, Canada.

### a focus on water resources—and your needs

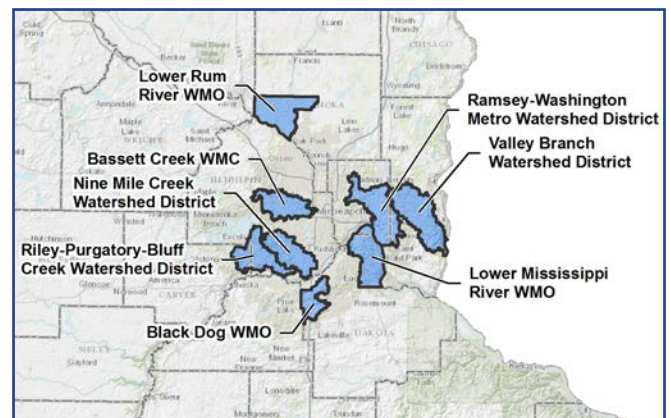
Our commitment to water resources remains strong. Nearly 100 engineers and scientists in our Minneapolis office are engaged in water resources engineering and planning, wetland management, ecology, and limnology.



## strong commitment to watershed management organizations

### Barr currently serves as primary consultant to:

- Nine Mile Creek Watershed District (since 1960)
- Bassett Creek Watershed Management Commission (since 1969)
- Valley Branch Watershed District (since 1969)
- Riley-Purgatory-Bluff Creek Watershed District (1969-2007, since 2013)
- Ramsey-Washington Metro Watershed District (since 1975)
- Lower Mississippi River Watershed Management Organization (since 1987)
- Lower Rum River Water Management Organization (since 1987)
- Black Dog Watershed Management Organization (since 1996)
- Cedar River Watershed District (since 2007)
- Shell Rock River Watershed District (since 2008)



*Barr serves as the primary consultant to several watershed districts and water management organizations in the seven-county metro area.*

**Barr has also assisted the following organizations:** Capitol Region Watershed District, Carver County Watershed Management Organization, Elm Creek Watershed Management Commission, High Island Creek Watershed District, Lake Pelican Water Project District, Lower Minnesota River Watershed District, Minnehaha Creek Watershed District, Mississippi Watershed Management Organization North Fork Crow River Watershed District, Prior Lake-Spring Lake Watershed District, Red Lake Watershed District, Sauk River Watershed District, Scott Watershed Management Organization, Six Cities Water Management Organization, Thirty Lakes Watershed District, Turtle Creek Watershed District, Vermillion River Watershed Joint Powers Organization, and Zumbro Watershed Partnership.

## summary of Barr's services to watershed organizations

watershed organization	watershed management and planning	stormwater management	review of development plans	stream and ravine stabilization and protection	stream and lake monitoring	water quality studies and implementation	aquatic plant management	capital improvement program (CIP) assistance	innovative stormwater management (LID, bioengineering)	urban planning
Bassett Creek	X	X	X	X	X	X		X	X	
Black Dog	X	X			X	X	X	X	X	
Capitol Region	X	X				X		X	X	X
Carver County	X	X				X			X	
Cedar River	X	X	X		X	X	X	X	X	X
Elm Creek	X	X	X			X		X		
Lake Pelican	X	X				X		X	X	
Lower Mississippi	X	X		X	X	X	X			
Lower Rum River	X	X		X		X		X		
Mississippi	X	X	X	X		X		X	X	X
Nine Mile Creek	X	X	X	X	X	X	X	X	X	X
North Fork Crow River	X	X		X	X					
<b>Ramsey-Washington Metro</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	<b>X</b>	
Prior Lake-Spring Lake	X	X			X	X				X
Riley-Purgatory-Bluff Creek	X	X	X	X	X	X		X	X	
Sauk River	X	X		X	X	X	X	X		
Scott	X	X		X	X	X		X	X	X
Shell Rock River	X	X	X	X	X	X	X	X	X	X
Thirty Lakes	X	X								
Turtle Creek	X	X			X	X				X
Valley Branch	X	X	X	X	X	X	X	X	X	
Zumbro Watershed Partnership				X	X	X		X		

# Barr's water resources team for Ramsey-Washington Metro Watershed District

## core team members

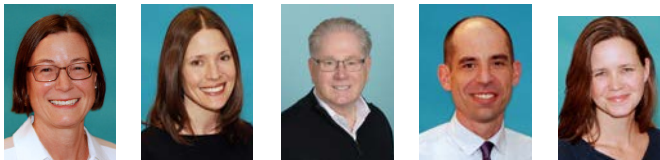
Core project team members, Brad Lindaman, Erin Anderson-Wenz, Jennifer Koehler, Brandon Barnes, Meg Rattei, Greg Nelson, Nathan Campeau, and Matt Kumka, have been a part of the Barr team that has consistently served the district for many years.

The **Ramsey-Washington Metro Watershed District** will have access to more than 750 engineers, scientists, and technical support staff, with nearly 100 engaged in water resources engineering in our Minneapolis office. The breadth and depth of our team means we have the capacity to tackle most any water resources and environmental challenge you might encounter. Below is only a partial list of Barr staff that have helped the district in the recent past.



## water resource planning and management

- watershed management planning
- rules & regulations preparation
- permit review
- governmental agency coordination
- stakeholder involvement
- administrative support



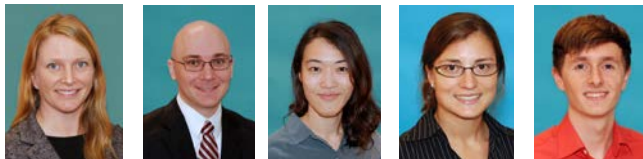
## water quality management

- lake studies & restoration
- lake & stream water quality monitoring
- watershed runoff treatment
- shoreland restoration
- ecological use classification
- hydrologic & hydraulic modeling



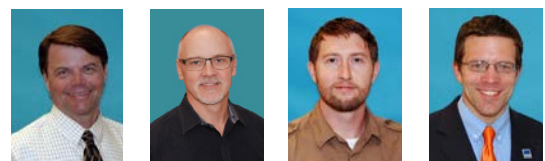
## stormwater management

- infiltration & filtration systems
- stormwater utility design
- hydrologic & hydraulic modeling
- NPDES permitting
- flood & erosion control
- infrastructure inventory & assessment



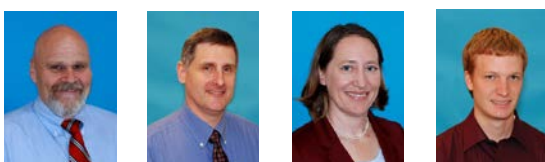
## ecosystem planning, landscape ecology, and landscape architecture

- rain gardens
- ecosystem restoration
- native plant communities
- master planning
- site design
- greenway planning
- restorative landscaping
- lakescaping
- natural resource inventories
- fish & wildlife management
- education & interpretive planning
- environmental review
- green infrastructure design



## groundwater

- groundwater modeling
- contaminant transport
- wellhead protection
- groundwater & surface water connection analysis
- well design & abandonment



## river and stream restoration

- channel monitoring & classification
- erosion protection
- streambank stabilization
- sediment transport
- bioengineering
- fluvial geomorphology



## wetlands

- delineation
- classification
- mitigation
- restoration
- functional assessment
- monitoring & reporting
- permitting
- protection & management



## floodplain management

- flood insurance studies
- floodplain mapping & map revisions
- flood frequency analysis
- floodplain delineation
- floodplain permitting
- dam failure analyses
- flood control structures



## infrastructure design and construction services

- dams
- channels
- sewers/pipes/culverts
- detention basins
- flood protection measures
- geotechnical design
- construction observations
- plans and specifications
- contract documents



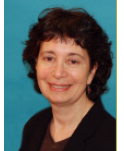
## information technology and communications

- geographic information systems (GIS)
- website creation, housing, & maintenance
- interpretive, scientific, & technical writing
- marketing & advertising
- grant writing
- graphic design
- database design
- public relations



## health and safety

- health & safety manual development
- employee right-to-know training
- health & safety program consulting



## Barr's leadership team for Ramsey-Washington Metro Watershed District

We value our long-term relationship with the Ramsey-Washington Metro Watershed District. For that reason, we strive to provide you with high-quality, consistent service. The following pages include brief resumes of the Barr staff who have consistently worked on Ramsey-Washington Metro Watershed District projects, or who have served the district extensively in the past. **These same team members will continue to provide the RWMWD with the high level of service you have come to expect from Barr.**

As you know, Barr uses a project team approach that matches our expertise with the unique requirements of each project and client. Directed by Brad Lindaman, our team has been created specifically to meet the needs of the RWMWD in 2018 and beyond. In addition to the staff listed here, Barr has a water resources staff of nearly 100 practitioners to provide you with comprehensive services.

### Brad Lindaman, PE, District Engineer, Principal in Charge



Brad's 30 years of experience as a civil engineer emphasize project management, including drainage and surface water quality studies, design development and review, state and local permitting assistance, contract documents development and administration, and construction management and quality control. He has served as the primary consulting engineer for the RWMWD since 1990. His work as the district's engineer has included overseeing and managing Barr's work for the RWMWD, including engineering scheduling, administration, and cost control. He has reviewed grading permit applications submitted to RWMWD managers; drafted permit provisions; and advised managers on erosion control, wetland, surface water quality, and stormwater drainage issues. In addition, Brad oversees the RWMWD's capital improvement project program and representing the RWMWD at public meetings.

As a principal and project manager at Barr, Brad has conducted numerous feasibility studies and prepared designs, plans, and specifications for projects involving stormwater runoff, water quality improvement, and flood control.

### Erin Anderson-Wenz, PE, ENV SP, Lead Project Manager, Senior Water Resources Engineer



Erin has 20 years of experience in hydraulics and hydrology, including both stormwater and lake-water quality modeling for watershed districts and municipalities. She has managed strategic lake management plans as well as total maximum daily load (TMDL) studies for several Minnesota lakes. Her project work also includes the creation of stormwater management plans and the design and construction of low-impact development features such as rain gardens, porous pavement, and tree trenches. A recent example of this work involves the implementation of these kinds of stormwater features across a 35-acre mall parking lot at Maplewood Mall in Maplewood, Minnesota, for the RWMWD. Erin has been involved in many of Barr's projects for the RWMWD since 2002.

### Jennifer Koehler, PE, Water Quality Engineer



Jennifer has over 12 years of experience assisting clients in managing a variety of water resources issues. She has assisted clients with projects involving watershed and in-lake water quality modeling, water management planning and rule development, hydrologic and hydraulic modeling, and development and design of best management practices. She performs lake diagnostic studies and been involved in several total maximum daily load (TMDL) and watershed restoration and protection strategies studies (WRAPS).

### Brandon Barnes, PE, Hydrologist, Hydraulics Engineer



Brandon has over 11 years of experience in civil engineering. He provides Barr clients with a variety of water resources services, including developing detailed hydrologic and hydraulic models, calculating water balance, and observing construction of water resources improvements. His work at Barr has included preparing letter of map revisions (LOMR), completing coincidental frequency analyses, and creating XP-SWMM and EPA-SWMM models for multiple floodplain and watershed projects. He has also evaluated velocity distributions using two-dimensional models, developed digital flood-insurance-rate maps, and designed and optimized performance of hydraulic structures.

## Meg Rattei, Biologist, Macrophyte Control Scientist



Meg has 43 years of experience that includes lake and stream studies, water resource management plans, aquatic plant management plans, modeling of pollutant runoff from watersheds, and biological stressor identification analyses. She has also assisted the RWMWD with its water quality management program over that same time period. In particular, Meg has assisted with the Tanners Lake alum treatment facility for 18 years, including National Pollutant Discharge Elimination System permitting and reporting. Her other project work includes managing use-attainability analyses for several Minnesota lakes, including P8 modeling of watershed phosphorus loads, in-lake modeling, analysis of the lake's biological community, diagnosis of the lake's problems, and development of management plans to solve current problems and prevent future degradation.

## Greg Nelson, Engineering Technician



Greg has more than 21 years of experience providing assistance on water resource projects including surveying, engineering design, and construction. He provides initial project coordination with other staff to obtain topographic site surveys and public and private land ownership relations. Working directly with the project engineer, he develops preliminary and/or final design drawings and specifications for all types of watershed and stream restoration projects. He provides services to develop plans, specifications, cost estimates, bidding and contract administration, construction oversight, and project management.

## Nathan Campeau, PE, CFM, ENV SP, Senior Water Resources Engineer



Nathan has 16 years of water resources experience in hydrologic and hydraulic analysis, green infrastructure, flood risk management design, and GIS tunnel design and rehabilitation. He works on low-impact site design, stormwater quality analysis and improvement, and flood analysis and mitigation projects. He led the inspection and design of tunnel improvement projects for the Beltline interceptor and Trout Brook interceptor, led the development of the Ford Plant sustainable stormwater feasibility studies, and has managed and collaborated on several green infrastructure projects throughout the Twin Cities, including several rainwater garden installations in the RWMWD and along the Green Line Light Rail Transit line in St. Paul. Nathan is a certified floodplain manager and an Envision-accredited professional.

## Matthew Kumka, Green Infrastructure Designer/Landscape Architect



Matt has 12 years of experience in landscape design, construction, installation, and construction observation as well as native plant community restoration and stormwater infrastructure best management practices. He served as the lead rainwater garden designer and construction supervisor for one of the first living streets demonstration projects in the upper Midwest. He worked closely with both the RWMWD and the City of Maplewood to coordinate the installation of 35 rainwater gardens. Matt was also one of the lead designers on the Maplewood Mall stormwater retrofit project.



# 2018 fee schedule

Barr's fee schedule, presented below, summarizes the range of billing rates for each of our staffing categories. In many cases, these billing rates represent a wide range, based on varying levels of experience and expertise of staff within these categories. When building a team, appropriate staff are selected with consideration for both applicable experience and staff billing rates to make sure you receive high-value services for a reasonable cost.

description	2018 rate*
Principal .....	\$145-295
Consultant/Advisor.....	\$155-250
Engineer/Scientist/Specialist III .....	\$125-150
Engineer/Scientist/Specialist II.....	\$95-120
Engineer/Scientist/Specialist I.....	\$65-90
Technician III.....	\$125-150
Technician II.....	\$95-120
Technician I.....	\$50-90
Support Personnel II .....	\$95-150
Support Personnel I .....	\$50-90

*Rates for litigation support services will include a 30% surcharge.*

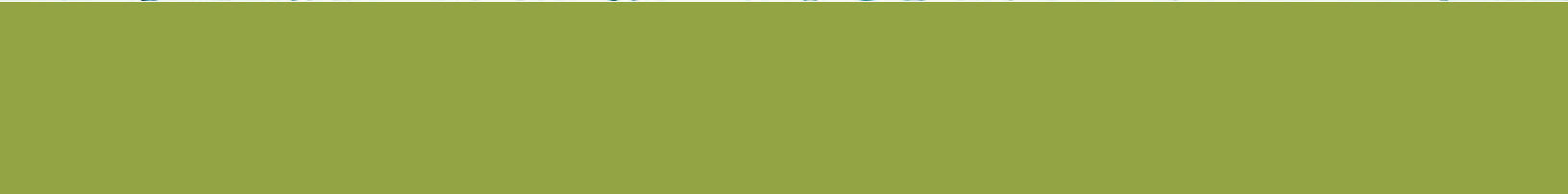
*A ten percent (10%) markup will be added to subcontracts for professional support and construction services to cover overhead and insurance surcharge expenses.*

*Invoices are payable within 30 days of the date of the invoice. Any amount not paid within 30 days shall bear interest from the date 10 days after the date of the invoice at a rate equal to the lesser of 18 percent per annum or the highest rate allowed by applicable law.*

*Reimbursable expenses including, but not limited to, the actual and reasonable costs of transportation, meals, lodging, parking costs, postage, and shipping charges will be billed at actual cost. Materials and supplies charges, printing charges, and equipment rental charges will be billed in accordance with Barr's standard rate schedules. Mileage will be billed at the IRS-allowable rate.*

*\*Rates do not include sales tax on services that may be required in some jurisdictions.*

<p><b>Principal category:</b> includes consultants, advisors, engineers, scientists, and specialists who are officers of the company.</p> <p><b>Consultant/Advisor category:</b> includes experienced personnel in a variety of fields. These professionals typically have advanced background in their areas of practice and include engineers, engineering specialists, scientists, related technical professionals, and professionals in complementary service areas such as communications and public affairs.</p> <p><b>Engineer/Scientist/Specialist categories:</b> include registered professionals and professionals in training (e.g., engineers, geologists, biologists, and landscape architects), and graduates of engineering and science degree programs.</p> <p><b>Technician categories:</b> includes CADD operators, construction observers, cost estimators, data management technicians, designers, landscape ecologists, drafters, civil engineering technicians, interns, safety technicians, surveyors, and water, air, and waste samplers.</p> <p><b>Support Personnel categories:</b> includes information management, project accounting, report production, word processing, and other project support personnel.</p>
--



resourceful. naturally



**GALOWITZ · OLSON** PLLC  
ATTORNEYS AT LAW  
ST. CROIX TITLE  
OLSON MEDIATION CENTER

DEC 28 2017

Tracey A. Galowitz  
Susan D. Olson  
John Scott McDonald  
Susannah Torseth  
Viet-Hanh Winchell

Raymond O. Marshall  
\*of counsel

December 22, 2017

Ms. Tina Carstens  
Administrator  
Ramsey-Washington Metro Watershed  
District  
2665 Noel Drive  
Little Canada, MN 55117

**Re: Ramsey-Washington Metro Watershed District  
Application for District Attorney Position**

Dear Ms. Carstens:

This is to make application for the attorney position of the Ramsey-Washington Metro Watershed District. We are very interested in the opportunity to provide legal services to the Ramsey-Washington Metro Watershed District.

Our law firm was recently restructured from the Lawson, Marshall, McDonald & Galowitz law firm. All attorneys and staff, with the exception of Mr. McDonald who is now "of counsel", are the same. Galowitz • Olson, PLLC has an active general practice with several years of experience representing Watershed Districts. We currently represent and have represented the following Watershed Districts since its inception:

Ramsey-Washington Metro Watershed District  
Valley Branch Watershed District  
Carnelian Marine Watershed District

Our representation of these clients covers everything from routine legal matters, land/easement acquisitions to project related legal work. Furthermore, we are a title insurance company and can assist with real estate transactions and other related matters.

The educational background information of the attorneys available to provide legal services are:

**Tracey A. Galowitz**  
Bachelor of Arts, Cornell College, 1983  
Juris Doctor, University of Minnesota Law School, 1986  
30 years of Watershed experience  
(Legal counsel for Watershed client)

Ms. Tina Carstens  
December 22, 2017  
Page Two. . . . .

**Susannah Torseth**  
Bachelor of Arts, St. Olaf College, 2001  
Master of Arts, Luther Seminary, 2005  
Juris Doctor, William Mitchell College of Law, 2010  
(Legal counsel for Watershed client)

**Viet-Hanh Winchell**  
Bachelor of Arts, University of Minnesota, 2004  
Juris Doctor, Hamline University School of Law, 2008  
(Legal counsel for Watershed client)

The hourly rate charged by the attorneys shall be as follows:

<b>Raymond O. Marshall:</b>	Of counsel for advice to attorneys
<b>Tracey A. Galowitz:</b>	\$210.00 per hour
<b>Susannah Torseth</b>	\$190.00 per hour
<b>Viet-Hanh Winchell</b>	\$180.00 per hour

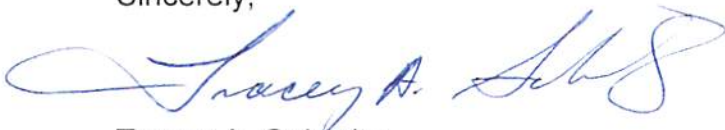
It is anticipated that Ms. Galowitz and Ms. Winchell will be the lead attorneys with assistance from Ms. Torseth on an as-needed basis. Mr. Marshall is available for advice to said attorneys.

In regard to conflict concerns, we do not represent any of the cities or townships within the District. I am unaware of any client of our office who has had a project within the District within the last five years.

Please let me know if there is any further information you need.

Thank you for your time and consideration of our application.

Sincerely,



Tracey A. Galowitz

TAG:mas



## Proposal to Provide Accounting Services

# RAMSEY–WASHINGTON METRO WATERSHED DISTRICT

January 19, 2018

**Mark C. Gibbs, CPA**

Redpath and Company, Ltd.  
651.426.7000  
mgibbs@redpathcpas.com  
www.redpathcpas.com



January 19, 2018

Ms. Tina Carstens  
Ramsey-Washington Metro Watershed District  
2665 Noel Drive  
Little Canada, MN 55117

Dear Ms. Carstens:

In response to your request, we are pleased to submit a proposal to perform monthly accounting services for the Ramsey-Washington Metro Watershed District.

Redpath and Company would prepare the monthly accounting as follows:

**Monthly Accounting**

- District codes invoices and receipts
- District approves each check and signs them at the monthly meeting. District would mail checks to vendors.
- Redpath and Company enters invoices and receipts into Peachtree accounting system, generates monthly financial statements, including:
  - Cash disbursements detail listing
  - Customized check register
  - Compilation report
  - Administrative and program budget report
  - Statement of revenue, expenditures and changes in fund balance
  - Income statement/balance sheet
  - Budget to actual comparisons for all funds
  - Schedules of each fund

Redpath and Company reconciles all accounts, prepares bank reconciliations and makes journal entries to close the month, allocates interest revenue, allocates administrative expenditures and other such journal entries as may be required. Any journal entries prepared by Redpath will be approved by the District.

## **Monthly Reporting**

- The Watershed District Board meets on the first Wednesday of each month.
- The District will provide Redpath and Company with all monthly financial and payroll information (coded invoices, coded receipts, bank statements, etc.) at an agreed upon time by the District and Redpath. We would then return the monthly accounting packet described above at a time we both agree on.

This process allows us to maintain our independence because we will not be making any management decisions; those decisions (coding of the invoices and receipts) are made by the Administrator.

## **Payroll**

- Redpath and Company prepares payroll in MyPay payroll service on a bi-weekly basis in accordance with District policies.
- Redpath and Company coordinates all payroll related reports (Federal Form 941, State of Minnesota Department of Revenue, Department of Labor, etc.) and files on a timely basis.
- Redpath and Company coordinates the preparation of Federal and Minnesota Department of Revenue payroll tax deposit requirements for semi-weekly deposits.
- Redpath and Company prepares Public Employee Retirement Association Salary Deduction Report, submits payment on a timely basis and files a copy with the PERA office in accordance with District policies.
- Redpath and Company prepares Deferred Compensation listing and submits payment on a timely basis in accordance with District policies.

## **Financial Review**

- Redpath and Company will be available for monthly/annual financial review and consulting on an as-needed basis.

## **About Us**

Redpath and Company has grown by contributing to the success of its valued clients, not through mergers or acquisitions. Founded in 1971 with just three employees, the firm now employs approximately 135 staff in our White Bear Lake and St. Paul offices.

Redpath and Company is a full-service accounting firm. We help individuals and organizations – including businesses, local governments and not-for-profits – make decisions that create value and contribute to their financial well-being. Substantial effort of our professional staff is directed toward serving Minnesota local governments. Twenty-five staff members are assigned to governmental and not-for-profit services and devote significant time and effort in providing audit and other services to Minnesota governmental entities.

Redpath and Company is prepared to assist you with your monthly and quarterly accounting needs. Our objective is to make your life easier, save you time and save your staff time.

We have an extensive list of governmental clients. These clients value our service and retain our services for extended periods because we:

1. Provide professional and courteous service in a timely manner.
2. Remain in contact throughout the year to answer questions relative to funding, annual budgeting, compliance matters and other accounting issues.
3. Are available to assist in problem solving and long range planning.
4. When requested, meet with the governing board to explain financial reports and answer questions.

**Client References:**

Entity	Contact
Minnehaha Creek Watershed District	Lars Erdahl 952/471-0590
Valley Branch Watershed District	Ed Marchan 612/366-3722
South Washington Watershed District	Matt Moore 651/714-3729
Lower Minnesota River Watershed District	Linda Loomis 763/545-4659
Riley Purgatory Bluff Creek Watershed District	Claire Bleser 952/607-6512
Comfort Lake-Forest Lake Watershed District	Mike Kinney 651/395-5855
Nine Mile Creek Watershed District	Randy Anhorn 952/835-2078
Capitol Region Watershed District	Mark Doneux 651/644-8888
Middle Mississippi Watershed Management Organization	Doug Snyder 612/465-8780
Rice Creek Watershed District	Phil Belfiori 763/398-3071

The Redpath and Company staff responsible for your account will be:

**Mark C. Gibbs, CPA – *Managing Partner*.** Responsible for final review and signing of reports. Assists staff with complex technical issues.

**Nancy M. Martinson – *Senior Accountant*.** Responsible for monthly accounting services.

Mark Gibbs, Managing Partner and member of the firm's Board of Directors, has extensive experience in audit services, monthly accounting services, as well as merger and acquisition due diligence work. Mark has worked in the audit department since 1986.



Mark has extensive audit and accounting service experience with the following watershed districts: Ramsey-Washington Metro Watershed District, Rice Creek Watershed District, South Washington Watershed District, Lower Mississippi River Watershed Management Organization, Lower Minnesota River Watershed District, Valley Branch Watershed District, Minnehaha Creek Watershed District, Riley Purgatory Bluff Creed Watershed District, Nine Mile Creek Watershed District.

Nancy Martinson, Senior Accountant, has worked in our not-for-profit and government area for 15 years. She has performed monthly accounting services for the following watershed districts:

- Ramsey-Washington Metro Area Watershed District
- Minnehaha Creek Watershed District
- Rice Creek Watershed District
- South Washington Watershed District
- Lower Minnesota River Watershed District
- Mississippi Watershed Management Organization
- Capitol Region Watershed District
- Valley Branch Watershed District
- Comfort Lake-Forest Lake Watershed District

## **Fees**

Nancy Martinson would be your primary contact for accounting and payroll services. Our fee estimate is to provide the above services for \$1,400 per month, subject to annual review. The cost of supplies (checks, copies, etc.) will be passed through to the Watershed District.

Our fee to provide financial review and consulting will be at our standard hourly rate, which is \$144 per hour.

We appreciate the opportunity to be of service to you and believe this proposal accurately summarizes the significant terms of our engagement.

We shall be pleased to discuss this proposal with you at any time.

Sincerely,

REDPATH AND COMPANY, LTD.



Mark C. Gibbs, CPA

This letter correctly sets forth the understanding of the Ramsey-Washington Metro Watershed District:

Signature: \_\_\_\_\_

Title: \_\_\_\_\_

Date: \_\_\_\_\_

# Request for Board Action

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**Board Meeting Date:** February 7, 2018

**Agenda Item No.:** 8B

**Preparer:** Tina Carstens, Administrator

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**Item Description:** District Office Site Solar Retrofit Project

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**Background:**

As you will recall, the Board received information and a presentation in August of 2017 on the possibility of moving forward with a solar retrofit project on the District office building. At that time, the Board directed staff to move forward with the engineering review of our building with the possibility of implementing a 48kW solar system. The Board was also interested in following the possibility of a new energy credit for the use of solar and the impact that final credit determination will have on our cash flow analysis.

All Energy Solar has conducted an engineering site visit and preliminary engineering review and system design (attached). Electrical and structural engineering is underway. Preliminary findings show that the weather station mounted on the roof may be an obstruction, but AES is looking into a couple of options to mitigate the problem including adjusting array layout or moving the antenna to an unused area of the roof. It will likely be resolved without needing to change the size of the array. A high level project milestone chart is attached for your information.

The credit proposed has gone through all the necessary Public Utilities Commission meetings and will be adopted at their meeting in early March. The return on investment (ROI) information is attached. This is very similar to what you saw last summer. With the assumptions shown in the attachment, you will see that the payback time is around 19 years. This could be a few years faster if less conservative assumptions are realized.

At this time, the Board should decide if they would like to move forward with the implementation of a solar retrofit on the building.

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**Applicable District Goal and Action Item:**

**Goal: Manage effectively:** The District will operate in a manner that achieves its mission while adhering to its core principles.

**Action Items:** - Implement cost effective projects and perform cost benefit analysis on projects.

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**Staff Recommendation:**

Direct staff to move forward on a contract with All Energy Solar to install the 48kW solar system on the District office building in 2018.

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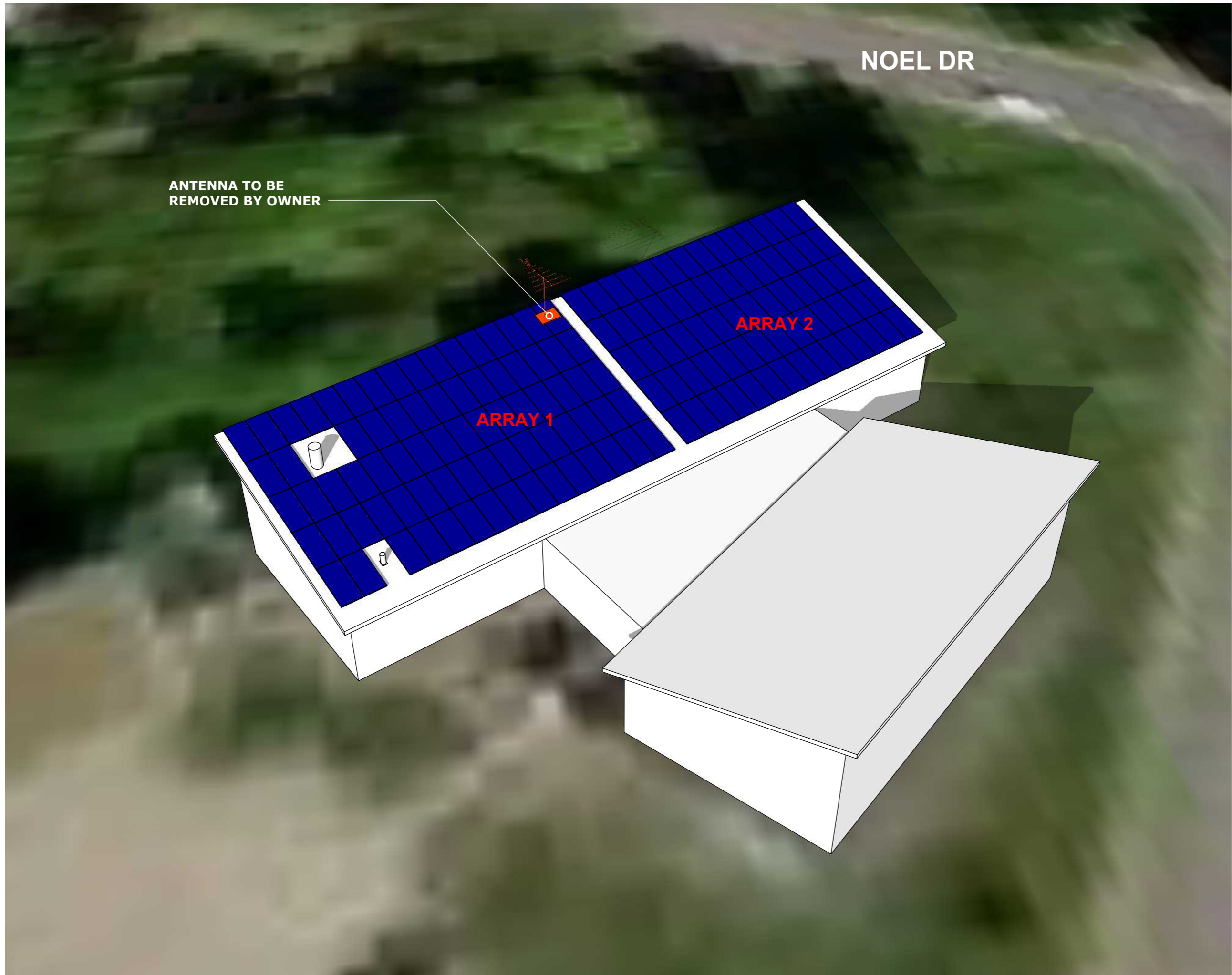
**Financial Implications:**

Currently there is \$125,000 in the District Office Building Solar Energy Retrofit fund. The staff recommended system would cost approximately \$97,000 with the potential for cost recovery in 16-19 years depending on certain variables as presented.

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**Board Action Requested:**

Direct staff to move forward on a contract with All Energy Solar to install the 48kW solar system on the District office building in 2018.



NOEL DR

ANTENNA TO BE  
REMOVED BY OWNER

ARRAY 1

ARRAY 2



**COMPANY INFORMATION**

ALL ENERGY SOLAR, INC  
1642 CARROLL AVE  
ST PAUL, MN 55104  
(800) 620-3370  
INFO@ALLEENERGYSOLAR.COM

**CLIENT INFORMATION**

**RAMSEY WASHINGTON  
METRO WATERSHED  
DISTRICT**  
2665 NOEL DR  
LITTLE CANADA, MN 55117  
PO 17059

**SYSTEM DETAILS**

- NOTES:
1. (147) JA SOLAR 320W  
MODULES = 47.04kW
  2. MOUNTING TYPE: FLUSH  
ROOF MOUNT
  3. (3) SOLAR EDGE  
SE11400A-US INVERTER(S)
  4. ARRAY 1:  
15° TILT, 154° AZIMUTH
  5. ARRAY 2:  
15° TILT, 154° AZIMUTH

**AZIMUTH**



**REVISIONS**

LAST: 01/3/18 BX

**PROJECT-PAGE TITLE**

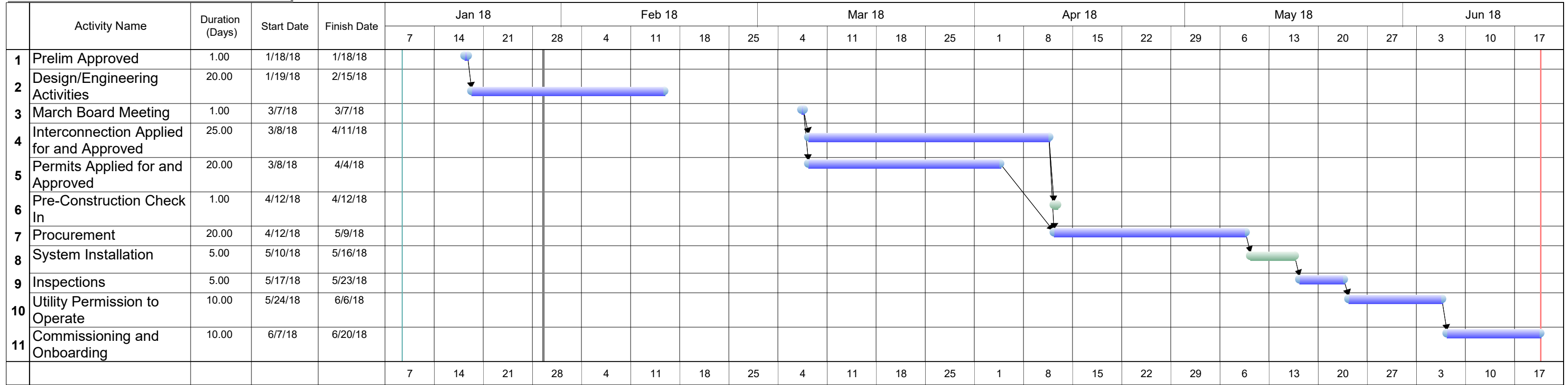
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Ramsey Washington Metro Watershead District Solar Project  
High Level Milestones





Ramsey Washington Metro Watershead District Solar Project  
High Level Milestones

	Activity Name	Duration (Days)	Start Date	Finish Date	Jun 18	Jul 18
					24	1
1	Prelim Approved	1.00	1/18/18	1/18/18		
2	Design/Engineering Activities	20.00	1/19/18	2/15/18		
3	March Board Meeting	1.00	3/7/18	3/7/18		
4	Interconnection Applied for and Approved	25.00	3/8/18	4/11/18		
5	Permits Applied for and Approved	20.00	3/8/18	4/4/18		
6	Pre-Construction Check In	1.00	4/12/18	4/12/18		
7	Procurement	20.00	4/12/18	5/9/18		
8	System Installation	5.00	5/10/18	5/16/18		
9	Inspections	5.00	5/17/18	5/23/18		
10	Utility Permission to Operate	10.00	5/24/18	6/6/18		
11	Commissioning and Onboarding	10.00	6/7/18	6/20/18		
					24	1



RWMWD - 48kW Array



PV Installation Professional



Proposal for: Ramsey Washington Municipal Watershed District - 48kW  
2665 Noel Drive, Little Canada, MN 55117

Prepared by: Michael Thalhimer  
800-620-3370; [michael.thalhimer@allenergysolar.com](mailto:michael.thalhimer@allenergysolar.com)

Proposal pricing valid until 2/28/18



# Your System Description



System Type	# of Panels	Panels	Inverter(s)	System Size (W DC)
Roof Mount	150	JA Solar 320w	SolarEdge	48,000

## System Features

System Features		
✓	25 Year Panel Warranty	Included
✓	12/25 Year Inverter Warranty	Included
✓	5 Year Installation Warranty	Included
✓	Online Monitoring	Included

## System Assumptions

Current Electric Rate	\$0.06 / kWh
Annual Electric Rate Increase	3.0%
Annual Access to Sun	90%
System Degradation rate	0.7%

Proposal for: Ramsey Washington Municipal Watershed District - 48kW

2665 Noel Drive, Little Canada, MN 55117

;

Prepared by: Michael Thalhimer

800-620-3370; [michael.thalhimer@allenergysolar.com](mailto:michael.thalhimer@allenergysolar.com)

Proposal pricing valid until 2/28/18

# Your Cash Flow - Cash Purchase



Years	System Cost	Electric Savings	Xcel PV Credit	Yearly Savings	Cumulative Savings
1	(\$97,056)	\$2,754	\$1,745	(\$92,557)	(\$92,557)
2		\$2,817	\$1,736	\$4,553	(\$88,004)
3		\$2,881	\$1,728	\$4,609	(\$83,395)
4		\$2,947	\$1,719	\$4,666	(\$78,730)
5		\$3,014	\$1,710	\$4,724	(\$74,006)
6		\$3,082	\$1,702	\$4,784	(\$69,222)
7		\$3,153	\$1,693	\$4,846	(\$64,376)
8		\$3,225	\$1,685	\$4,909	(\$59,466)
9		\$3,298	\$1,676	\$4,974	(\$54,492)
10		\$3,373	\$1,668	\$5,041	(\$49,451)
11		\$3,450	\$1,660	\$5,110	(\$44,341)
12		\$3,529	\$1,651	\$5,180	(\$39,161)
13		\$3,609	\$1,643	\$5,252	(\$33,909)
14		\$3,691	\$1,635	\$5,326	(\$28,582)
15		\$3,775	\$1,627	\$5,402	(\$23,180)
16		\$3,862	\$1,619	\$5,480	(\$17,700)
17		\$3,950	\$1,611	\$5,560	(\$12,140)
18		\$4,040	\$1,602	\$5,642	(\$6,498)
19		\$4,132	\$1,594	\$5,726	(\$772)
20		\$4,226	\$1,586	\$5,812	\$5,040
21		\$4,322	\$1,579	\$5,901	\$10,941
22		\$4,421	\$1,571	\$5,991	\$16,932
23		\$4,521	\$1,563	\$6,084	\$23,016
24		\$4,624	\$1,555	\$6,179	\$29,195
25		\$4,730	\$1,547	\$6,277	\$35,472
<b>TOTAL</b>	<b>(\$97,056)</b>	<b>\$91,423</b>	<b>\$41,105</b>		<b>\$35,472</b>

Proposal for: Ramsey Washington Municipal Watershed District - 48kW

2665 Noel Drive, Little Canada, MN 55117

Prepared by: Michael Thalhimer

800-620-3370; [michael.thalhimer@allenergysolar.com](mailto:michael.thalhimer@allenergysolar.com)

Proposal pricing valid until 2/28/18

\* \* \* \* \*

# Administrator's Report

\* \* \* \* \*

## MEMO

**TO:** Board of Managers and Staff  
**FROM:** Tina Carstens, Administrator  
**SUBJECT:** February Administrator's Report  
**DATE:** January 31, 2018

### A. Meetings Attended

Wednesday, January 3	6:30 PM	Board Meeting
Thursday, January 4	9:00 AM	Clean Water Fund Meeting
Monday, January 8	12:00 PM	Staff Training Meeting (permit program)
Wednesday, January 10	9:00 AM	Meet regarding insurance renewal
	10:00 AM	Meet regarding pay equity report
Thursday, January 11	1:00 PM	Website meeting
Friday, January 12	1:00 PM	Meet w/Ramsey Co re: Grass Lake area
Thursday, January 25	10:00 AM	Ramsey County CWF Meeting
Friday, January 26	8:30 AM	Meet w/ Cliff regarding review
Tuesday, January 30	8:30 AM	Meet with CRWD
	11:30 AM	WaterFest Planning
Wednesday, January 31	9:00 AM	Wakefield Park Planning
	10:30 AM	Battle Creek Monitoring meeting
Thursday, February 1	9:00 AM	Washington Co CWF meeting

### B. Upcoming Meetings and Dates

CAC Meeting	Tuesday, February 13
Phalen Freeze Fest	Saturday, February 17
CAC Meeting	Tuesday, April 24
WaterFest	Saturday, June 2

**C. Website Update**

Windmill and district staff are working on the finishing touches of the content uploading to the new website. As you saw in your email from Chris recently, the Board and CAC will receive information after the soft launch of the new website which now looks to be the week of February 12<sup>th</sup>. About a week later we will announce the new website through all our communication channels.

**D. MAWD Legislative Reception and Breakfast**

Attached is the announcement and agenda for the MAWD Legislative Reception, Breakfast and Day at the Capitol. The reception and legislative briefing is held on Wednesday, March 7<sup>th</sup>, in the evening, while the breakfast is held on the morning of March 8<sup>th</sup>. The MAWD legislative priorities are listed on the attachment also.

Please note that the evening of the reception and briefing is the same night as our March Board Meeting. The Board should discuss if they'd like to change the date of the board meeting in order to attend this event.

# MAWD LEGISLATIVE RECEPTION, BREAKFAST, AND DAY AT THE CAPITOL



**Wednesday, March 7 - Thursday, March 8, 2018**  
**Embassy Suites, 175 10th St. E**  
**St. Paul, MN 55101**



The MAWD Legislative Breakfast and Day at the Capitol provide MAWD members with a great opportunity to build relationships with key legislators and to advance our legislative agenda. MAWD will invite all legislators to join us for the Wednesday evening reception and Thursday morning breakfast. Each Watershed District is responsible for scheduling meetings with their local legislators.

## *Schedule of Events:*

### Wednesday, March 7

- 9:00 A.M. - 1:30 P.M. Minnesota Association of Watershed Administrators (MAWA) Meeting
- 2:00 P.M. - 5:00 P.M. MAWD Board of Directors Meeting
- 5:00 P.M. - 7:30 P.M. MAWD Legislative Reception
- 7:30 P.M. - 8:30 P.M. Legislative Briefing

### Thursday, March 8

- 7:00 A.M. - 9:00 A.M. Legislative Breakfast
- 9:00 A.M. - 4:00 P.M. Meet with legislators and attend legislative committee hearings at the Capitol

## *Legislative Priorities:*

The following issues have been made a priority by the MAWD Board of Directors for the 2018 legislative session. The number in parentheses behind each item indicates the year a resolution was passed by the general membership on each matter.

### **Tax and Funding Issues – High Priority**

- Modify/increase the general fund levy limit for all non-metro watershed districts to \$500,000 (16)
- Advocate for a statutory clarification to allow broader use of levy funds with new state sources of project funding - HF 2456 (16)
- Support increasing the general fund levy limit for the Middle Fork Crow River Watershed District (17)
- Support bonding requests from watershed districts for the Flood Hazard Mitigation Program (16)
- Increase per diems for managers to \$100 per day (15)
- Monitor and act on any changes to enforcement funding for the Buffer Law
- Monitor and support BWSR bonding legislation

### **Policy Issues – High Priority**

- Amend the Open Meeting Law to allow electronic meeting participation by watershed district managers (16)
- Create a Stormwater Reuse Task Force that consists of local and state officials involved in water management (17)
- Protect the integrity of Clean Water Council appointments from undue influence by state agencies (15)
- Advocate for coordination and integration of state watershed programs with local watershed implementation (17)
- Monitor and act on any Buffer Law updates/changes

### **Tax and Funding Issues – Second Priority**

- Support a \$500,000 request for flood water retention engineering in the Lac qui Parle Yellow Bank watershed (13)
- Advocate for allowing more favorable tax treatment of conservation easements (16)
- Support stable funding for the DNR's Flood Damage Reduction Grant Program (17)

### **Policy Issues – Second Priority**

- Support establishment of watershed based water management organizations in the Minnesota River Basin (15)
- Support temporary quarantine authority to control the spread of aquatic invasive species (17)
- Support limited liability protections for certified commercial salt applicators (17)

\* \* \* \* \*

# Project and Program Status Reports

\* \* \* \* \*

## Memorandum

**To:** Board of Managers and Staff  
**From:** Tina Carstens and Brad Lindaman  
**Subject:** Project and Program Status Report - February 2018  
**Date:** January 31, 2018

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### Project Feasibility Studies

**Owasso Boulevard and Owasso County Park stormwater retrofit (Barr project manager: Matt Metzger; RWMWD project manager: Paige Ahlborg)**

*The purpose of this project is to assist the City of Shoreview Public Works and Ramsey County Parks with creating a holistic, “living streets” retrofit design for North Owasso Road and best management practice (BMP) design for new parking lots in Owasso County Park. For this phase of design, the focus of BMP placement and design for Owasso Road is limited to the section within the park.*

Arndt Construction continues to make progress on the phase 1 construction work. Barr has begun assisting with the next phase, with the City of Shoreview currently advancing its planning and design of Owasso Boulevard reconstruction from Rice Street to Victoria Street (over 1 mile of roadway). This reconstruction is scheduled for 2020. RWMWD staff will assist the city in the stormwater and related park planning design that will be impacted by the construction and design coordination between the RWMWD, City of Shoreview, Ramsey County Parks and Recreation Department, and Minnesota Department of Transportation/Ramsey County Municipal State Aid officials.

**Snail Lake/Grass Lake optimization study and berm raise project (Barr project manager: Brad Lindaman; RWMWD project manager: Tina Carstens)**

*The purpose of this study is to evaluate the potential for optimization of the existing Snail Lake/Grass Lake system (from Snail Lake to Grass Lake to Highway 694), with the goal of lowering flood levels in the system’s water bodies in order to reduce the flood risk to habitable structures and lessen the impacts to surrounding properties.*

A pre-construction meeting for the berm project was originally scheduled for January 10, 2018. However, that meeting was postponed and, in its place, a meeting with the Ramsey County Parks and Recreation Department was held to discuss project details and the access agreement needed for accomplishing the work. The previous work on county property was completed via a memorandum of understanding (MOU) between the RWMWD and the county. At the January 10 meeting, staff discovered that the county board will require a more formal access agreement to complete the berm work. The access agreement needs to be formally approved by the county board at one of its regularly scheduled meetings. The next opening on the county’s agenda is during the first week of March;



therefore, the berm work will not begin until then, after the county board approves the access agreement.

At the January 10 meeting with the Ramsey County Parks and Recreation Department, the RWMWD requested to expedite the dredging portion of the work near the outlet of Grass Lake to enable the contractor to take advantage of the cold weather. That request was approved by the county the following week, and the contractor is currently completing the cleanout between the path and the railroad berm.

Also in January, Barr began the two follow-up studies authorized by the board at the December meeting. The pre-feasibility study that evaluates the pumping of excess water from Snail Lake to Sucker Lake is nearing completion, and a memorandum discussing the results is being prepared. At this point, it is too early in the West Vadnais to East Vadnais study to offer a significant update. The results of that study are expected in March. However, if the board has specific questions, Barr will be available at the February meeting to respond.

## **Project Operations**

### **2017 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 (NPDES)/State Disposal System (SDS) permit for municipal separate storm-sewer systems (MS4).*

The alum facility was closed for the winter in late October. On December 1, the Minnesota Pollution Control Agency notified the RWMWD that transition of the Tanner's alum facility to the RWMWD MS4 program is complete. The transition included terminating the individual Tanner's Lake NPDES permit.

Staff are currently summarizing and analyzing 2017 data in preparation for completion of the reports required by the permit. These reports will be submitted by June 2018.

## **Capital Improvements**

### **School, commercial, and faith-based sites BMP 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 RWMWD.*

Project monitoring on the 2017 projects will continue into spring 2018 to verify that all of the BMPs are functioning properly. Plantings will remain under warranty until fall 2018. The 2018 work is considered complete.

**To:** Board of Managers and Staff  
**From:** Tina Carstens and Brad Lindaman  
**Subject:** Project and Program Status Report – February 2018  
**Date:** January 31, 2018

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Page 3

A summary of projects and all water-quality improvement benefits and their associated costs is currently being developed. This summary will include mapping of all built and future projects. Using the minimal impact design standards (MIDS) analysis, total pollutant removal will be summarized and the findings delivered to the RWMWD in the coming weeks. This information is meant to guide future project planning.

**BMP incentive fund: general BMP design assistance and review (Barr project manager: Matt Kumka; RWMWD project manager: Paige Ahlborg)**

*The purpose of this project is to respond to requests for assistance to find cost-share opportunities from RWMWD partners and to seek out opportunities for cost-share projects throughout the RWMWD.*

Staff have begun using mobile geographic information systems (GIS) database and mapping tools to investigate commercial and school sites for potential locations for water quality BMPs. After screening the initial list of possible sites in early 2018, we will prioritize the sites based on numerous site conditions, including watershed priority areas, and recommend general construction opportunities for 2018.

Projects identified thus far include a rain garden at New Horizon Daycare Center in Woodbury and a parking lot redesign for impervious surface reduction at St. Rose of Lima in Roseville. Staff is working with the City of Roseville to incorporate a reduction in overall parking lot size, while not eliminating any parking spaces or other uses. Trees for urban heat island reduction will be incorporated in new planting islands. This project is meant to showcase impervious surface reduction while maintaining functionality for other landowners throughout the RWMWD.

**Phase 1 implementation from Owasso Basin improvements feasibility study (Barr project manager: Erin Anderson-Wenz; RWMWD project manager: Tina Carstens)**

*The purpose of this project is to evaluate flood control options for Owasso Basin and the surrounding area.*

This period, staff used the RWMWD XP-SWMM hydrologic/hydraulic model of Grass Lake, Owasso Basin, and surrounding areas to evaluate how much additional storage would be required to keep the 100-year, 96-hour storm event from overflowing the berm along the western edge of Owasso Basin, and from flooding the mobile-home park on the basin's south side. Various options were tested. Next steps involve evaluating different types of design storms (96-hour event, 10-day snowmelt, as well as back-to-back 24-hour storm events), to determine the most critical event that should be used for design. Also, options involving diverting flows to other locations will be evaluated, but only if they do not raise the potential for further flooding downstream.

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**Shoreview Lake subwatershed feasibility study (Barr project manager: Erin Anderson Wenz; RWMWD project manager: Paige Ahlborg)**

*The purpose of this project is to evaluate retrofit BMP opportunities in the Shoreview Lake subwatershed to reduce the phosphorus load to the lake, as it is considered to be “at risk” of impairment.*

This period, staff evaluated options for a possible retrofit project originally identified by the City of Shoreview on the northeast side of the lake. The project would potentially involve capturing and filtering runoff from 4 acres of largely impervious surface consisting of roadways and an apartment-complex parking lot. We have evaluated a few high-level, conceptual options and are discussing the potential project with the city.

**Frost/Kennard enhanced water-quality treatment BMP (Barr project manager: Erin Anderson-Wenz; RWMWD project manager: Tina Carstens/Paige Ahlborg)**

*The purpose of this project is to prepare plans and specifications, conduct project bidding, and observe construction for the water-quality BMP enhancement retrofit of the existing infiltration basin located on the parcel owned by the City of Maplewood. The parcel is located in the southwest quadrant of the intersection of Frost Avenue and Kennard Street.*

Last month, the board awarded the project to Minger Construction. A notice-to-proceed letter will likely be issued in February, and construction will occur in the spring. Staff will meet with the city on January 31, 2018, about the construction phase of the project and will discuss when and how to reach out to homeowners near the project site. Homeowners were contacted early in the final design phase of the project, and had no concerns regarding renderings of what the project could look like; the vantage point is limited, and the project is largely underground.

**Willow Pond CMAC Project (Barr project manager: Erin Anderson Wenz; RWMWD project manager: Paige Ahlborg)**

*The purpose of this study is to evaluate the feasibility of using continuous monitoring and control (CMAC) technology in a project that involves diverting flows from Willow Pond to a filter that will remove dissolved and particulate phosphorus to benefit Bennett Lake.*

This period, staff completed project renderings to share with homeowners who may be able to see the project from their homes. In the coming weeks, we will share these renderings with city staff as the project moves through final design, plans, and specifications.

Development of final plans and specifications and construction of the CMAC filtration system are expected to occur in spring and summer 2018.

## **CIP Project Repair and Maintenance**

### **Beltline and Battle Creek tunnel repair construction services (Barr project manager: Nathan Campeau; RWMWD project manager: Dave Vlasin)**

*The purpose of this project is to perform ongoing maintenance and repairs of the Beltline tunnel system to significantly increase the service life of the tunnel.*

During this period, PCiRoads performed repairs in the Beltline mainline drilling ports, conducting crack injection with chemical grout, chipping around exposed reinforcement for sealing, sandblasting and sealing exposed reinforcement, completing concrete point repairs, and chipping poor concrete in preparation for concrete surface repairs (shotcreting). During the next period, PCiRoads plans to continue repairs in the mainline and Mississippi branches.

### **CIP maintenance/repairs 2018 project (Barr project manager: Greg Nelson; RWMWD project manager: Dave Vlasin)**

*The purpose of this project is to maintain the 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.*

Notice of award was prepared and issued to Fitzgerald Excavating & Trucking, Inc. in November. A preconstruction meeting was held on December 15, and a notice-to-proceed letter was provided to the contractor shortly thereafter. The contractor began in January, has completed work at Johnson Pond, and has moved to the Grass Lake area for the channel cleaning mentioned earlier in this report.

## New-technology Mini Case Studies

**Inventive Resources, Inc.: ultraviolet light to control aquatic invasive plants** (Barr project manager: Matt Kumka; RWMWD project manager: Tina Carstens)

<b>Innovative technology</b>	Using ultraviolet-C (UVC) light to eliminate aquatic invasive plants
<b>Use</b>	The process works by shining UVC light onto the plant, where it damages the plant's the outer tissue, DNA, and cell structure, releasing its air bubbles and causing them to drop to the bottom of the lake.
<b>Benefits of technology</b>	<ul style="list-style-type: none"> <li>▪ Treats aquatic invasive plants without chemicals</li> <li>▪ Treats large areas quickly</li> <li>▪ Selectively and effectively treats only the areas that need treatment, whether large areas or small patches</li> <li>▪ Vegetation remains in the lake and does not need to be hauled away and/or disposed of/composted</li> </ul>
<b>Drawbacks</b>	<ul style="list-style-type: none"> <li>▪ Still a lot unknown about technology</li> <li>▪ Potential for impacts to native vegetation</li> <li>▪ First use was in 2017, at one location, and results will not be publicly available until after the project ends in 2018</li> <li>▪ Unknown effects on the lake and its microclimate</li> <li>▪ Unknown whether the Minnesota Department of Natural Resources will permit its use in Minnesota</li> </ul>
<b>Case studies/ applications</b>	Aquatic invasive species control projects for the Tahoe Resource Conservation District: <i>UV light pilot control project</i>
<b>For more information</b>	Inventive Resources, Inc. 5038 Salida Boulevard PO Box 1316 Salida, CA 95368 <a href="http://iriproducts.com/index.html">http://iriproducts.com/index.html</a>
<b>Conclusion</b>	<ul style="list-style-type: none"> <li>▪ Has potential to be an effective tool in fighting aquatic invasive species</li> <li>▪ Still too much unknown about the technology and its effects on lakes</li> <li>▪ Unknown upfront costs</li> </ul>

### **Technology description**

The Inventive Resources, Inc. UV-light boat uses UVC light to help control aquatic invasive species. The process entails using a specially equipped boat fitted with dropdown UV lights to target invasive aquatic plants. After approximately five minutes of exposure, the lights damage the DNA and cellular structure of the invasive aquatic plants, resulting in the loss of air bubbles and death of the plants.



**Figure 1: Inventive Resources, Inc. UV light boat**

### ***Cost***

The total cost of the UV-light pilot project was \$270,000, which encompasses extensive testing of different exposure times and distances from the bottom; extensive monitoring, including hourly levels of dissolved oxygen, pH, temperature, and turbidity; pre-treatment and post-treatment water quality; and monitoring of microorganisms underneath the sediment to determine any impacts from the UV-light treatment. The cost to use this technology for a large-scale aquatic invasive species treatment project is unknown at this time.

### ***Effectiveness***

The effectiveness of the project is currently unknown, as the initial project and study are still ongoing. Early signs point toward success, but there is much still unknown about the process and its long-term results. It will be important to compare this technology, and its potential side effects, with other proven aquatic plant removal strategies such as mechanical harvesting. While harvesting is a common removal technique, it involves hauling and disposing of aquatic growth. With the UV treatment, the plants fall to the lake bottom. The potential impact of leaving the newly dead matter on the bottom of the lake is important to consider as well.

### ***Conclusion***

The Inventive Resources, Inc. UV-light boat shows promise and, with further research, could be an important tool in the control of invasive species. Barr will continue to monitor any data that is produced from ongoing studies and field trials. This new technology case study will be updated as new information becomes available.

## **Natural Resources Update – Bill Bartodziej and Simba Blood**

### **Lake Owasso Carp Management**

Through assessment efforts that took place last summer, we now have solid estimates of the population, size structure, and biomass of carp in Owasso. Last spring, nearly 450 carp were “fin-clipped” and then set back into the water. As part of the electro-fishing and the baited box netting, each captured carp was measured and then carefully examined to determine if fins were clipped. The ratio of marked to un-marked carp was then used in calculating an overall population estimate. This is the most reliable method used in assessing fish populations. In addition to the mark-recapture effort, 20 carp were implanted with radio-tags and then released into Owasso. These tagged fish are then used to determine the location of carp aggregations or “schools” in the winter months, when we hope to conduct a large netting.

#### **Assessment results:**

Current population: 15,500

Average length: 21 inches (526 mm)

Average weight: 5 pounds (2 kg)

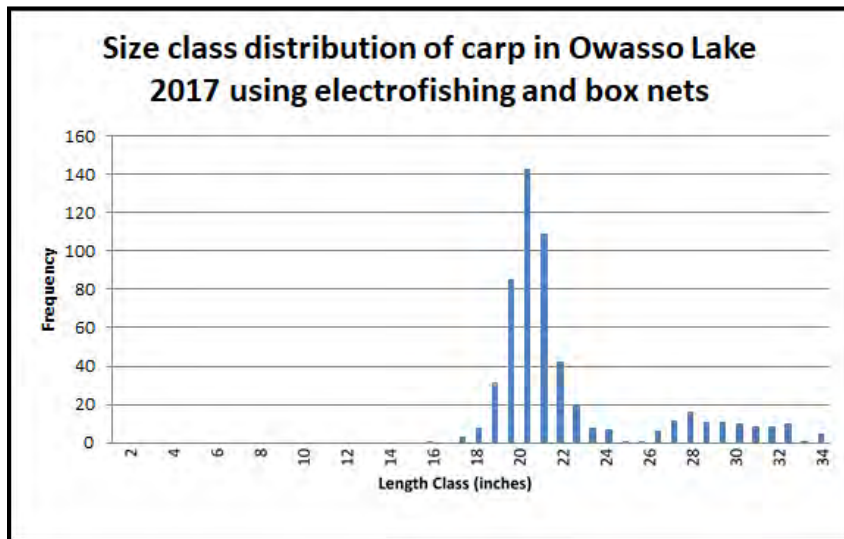
Biomass: 195 pounds/acre (218 kg/ha); over 2 times the level where water quality can be negatively impacted.

Number of carp fin-clipped during the electrofishing trips: 447

Total carp captured and removed with box nets: 1,297 (no native fish were harmed)

Number of fin-clipped carp in the box nets: 39

Average number of carp captured in the box net pulls: 374



**Figure 1:** The average length of carp was 21 inches, weighing around 5 pounds. The majority of fish caught were between 19 and 22 inches in length. There wasn't substantial carp recruitment over the last three years, which is good news. A sample of carp from Owasso will be aged over the next couple of months. This will enable us to say, for example, a 20 inch carp is X years old.

### Winter carp netting

Over the last few weeks, NR staff has been working with Carp Solutions and a commercial fisherman to track carp movements, and to set up for a winter netting under the ice. It turns out that the northwest bay is a good location to net the carp. This is the same general area where the summer box-netting took place. On January 17th, there was a large school of carp in this location, see Figure 2 where the white circles indicate radio-tagged fish. Because of these survey results, Jeff the commercial fisherman, set up lines under the ice and was ready to net. Unfortunately, the carp did not cooperate, and decided to move out of the bay and to the south (Figure 3), which is not a good netting location. We will continue to track the carp, and hopefully, they will move back into the prime netting area. Jeff is on standby, waiting for the carp to move back. Jordan and Aaron from Carp Solutions continue to track the radio-tagged carp.

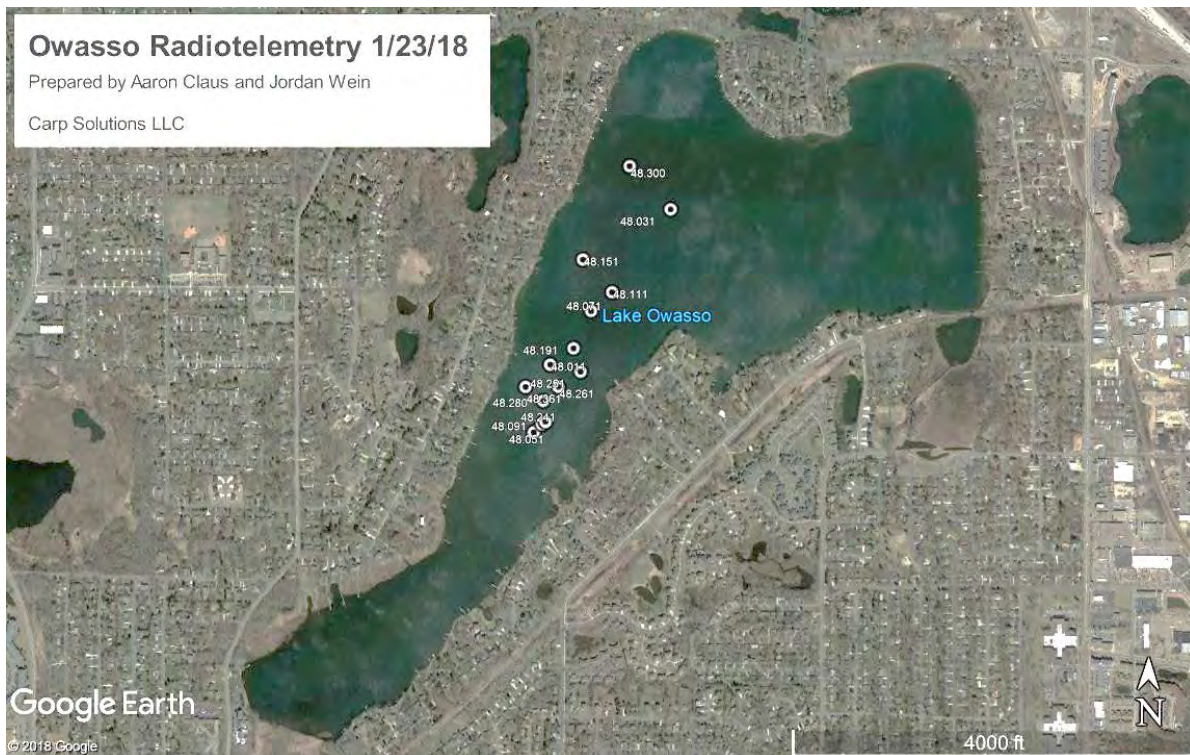


Jordan and Aaron track carp through the ice on Lake Owasso.





**Figure 2:** A large school of carp were evident in the northwest bay, a prime netting location.



**Figure 3:** The main school moved out of the bay and into the central portion of the lake.

## Public Involvement and Education Program – Sage Passi

### A Month for Planning, Brainstorming and Networking

#### WaterFest Think Tank at Work



We gathered a group of some of our most active volunteers from our watershed on January 12 to brainstorm ideas, themes, activities, exhibits, community contacts and to raise energy for WaterFest 2018. At the table were Master Water Stewards Anna Barker, Stephanie Wang, Linda Neilson, Rachel Hanks and Bill Cranford, Master Naturalist Dana Boyle and staff Chris O'Brien, Sage, Tracy, Carrie, WaterFest consultant Debbie Meister and CHAT (Center for Hmong Arts and Talent) director Steve Thao.

For two hours we drummed up a large list of ideas and contact people to follow up with in the days to come. Dana Boyle offered to help present a hands-on iNaturalist training using an app to teach participants to record observations and share findings in the park. Steve Thao offered to invite an African American Jazz group to perform at the amphitheater and is looking into the possibility of organizing a volleyball tournament on the island. We hope to invite the new mayor of St. Paul, Melvin Carter. A number of businesses were suggested for sponsorships. Other suggestions offered were a water parade on the lake and Phalen Creek, making plant prints, a DNR fish tank, engaging Trout Unlimited for fly fishing and many more suggestions beyond the space to mention here!



One of the many fun ideas on the table is inviting the Climate Chaser (a backyard phenology mobile lab that doubles as a sound recording studio and a listening station) that can record and share stories of people’s observations and perceptions about our changing climate at our event. Several members of the WaterFest think tank

attended a workshop sponsored by the UMN Center for Changing Landscapes called “Using Storytelling to Foster Environmental Engagement” facilitated by University professor Mae Davenport at the State Capitol earlier that morning. They learned about this “tool” that emerged from of a University based partnership initiated by University art professor Christine Bauemler (RWMWD’s former resident artist) and Rebecca Montgomery, associate professor in the Department of Forest Resources at the U of M who coordinates the Minnesota Phenology Network. The Climate Chaser has been in use at community events and locations since June 2016.

### **Lions Gate School Project Moves Forward**



Paige and Sage met with the administrator in person and the science educator (via phone conference) to discuss involvement of students in a rain garden and demo project to be built this summer with our stewardship grant at this new charter school in Shoreview that will be opening in the fall of 2018. There are currently two other Lions Gate campuses in Minnetonka and North St. Paul that serve students with autism

and Asperger’s Syndrome. The project will include the removal of a large area of asphalt, the creation of a demonstration alternative turf/bee lawn area as well as a large rain garden. Sage made plans to visit the Minnetonka campus to explore collaborative watershed education opportunities.

## Watershed Partners monthly meeting – Addressing the Salt Issue



RWMWD is hosting a Smart Salting Level Two workshop on April 11.

Brooke Asleson from the MPCA updated the group on her new position at the MPCA and their chloride-related efforts. She announced that Smart Salting trainings will shift from being coordinated by Fortin Consulting to the MPCA after the 319 grants are done this year. Several members of SOS (StopOverSalting), a working group composed of Master Water Stewards and advocates Randy Holst, Sue Nissen, Walter Levesque, and Louann Waddick reported on their work at supporting and getting limited liability legislation introduced at the state level. The hope is that HF 1016, first introduced during the 2016 legislative session and again in 2017, will be passed in the next legislative session beginning in February. They see this as an opportunity to benefit both clean water and business. Nissen says, “Commercial applicators face marketplace dynamics that make it difficult for them to use salt-reduction practices for fear of increased liability.” The legislation is designed to protect commercial applicators from “slip and fall” and property damage lawsuits. It would provide liability exemption for those who voluntarily participate in “Smart Salting” applicator training through the Minnesota Pollution Control Agency, become certified, and document their practices. This effort builds on legislation that passed in New Hampshire (in 2013) and similar legislation that passed in Illinois in 2016. SOS members have been calling on legislators, talking with watershed districts, and advocating to businesses, public safety entities, and clean water associations. Multi-partisan support for this initiative is growing, and legislators in both houses are interested in authoring a bill in 2018. “We are working with a diverse coalition of business, clean water and government in favor of this idea,” says Nissen. The Watershed District has scheduled a Smart Salting Level 2 workshop for April 11 at the MnDot Training Center.

### **Master Water Stewards Potluck and Idea Sharing Gathering – January 18**



Sage and Master Water Stewards Stephanie Wang and Anna Barker organized a Master Water Stewards gathering in Woodbury of current MWS in training and the past three years' team along with new Stewards from South Washington County. Fifteen people attended this potluck and sharing at Stephanie's home. The goal of the event was to "cross pollinate", get acquainted and generate ideas for capstone and outreach projects. The event started out with a "Water Bar" and was a great opportunity to share ideas, talk about past projects, strategize, foster connections and build energy for the next phase of developing outreach and in the ground capstones. A follow up gathering of seven Master Water Stewards will be held on February 12 at Chris Strong's home in east St. Paul for the contingent of Stewards who live in the vicinity of Lake Phalen and Beaver Lake to help them further their development of outreach ideas and leverage their efforts and impacts in their neighborhoods.

### **New Water Conservation Training Program to Launch in May 2018**

On January 29, Sage attended a kick-off planning and input meeting at the Met Council to address water conservation issues through volunteerism. This pilot program, initiated by Freshwater Society and the Metropolitan Council is targeted at Master Water Stewards and Master Gardeners and will be developed over the next three years as a continuing education and training program focused on water conservation and drinking water protection. This training program's intention is to address grass-roots water conservation at the community level, using community level volunteers who are already certified stewards. Freshwater Society will initiate the pilot training program in May 2018.