



RAMSEY-WASHINGTON
METRO WATERSHED DISTRICT

November 2023 Board Packet

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Agenda

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Regular Board Meeting Agenda

Wednesday, November 1, 2023

6:30 PM

This month's meeting will be held at the District office (2665 Noel Drive, Little Canada, MN) but also via the video conferencing platform Zoom. Board members, staff, consultants, and general public will be able to join in person OR via video and/or phone. The public will be able to listen to meeting but not participate with the exception of the visitor comments portion of the agenda. Instructions for joining in on the Zoom meeting can be found after the agenda.

1. Call to Order – 6:30 PM
2. **Approval of Agenda (pg. 3)**
3. **Consent Agenda: To all be approved with one motion unless removed from consent agenda for discussion.**
 - A. Approval of Regular Meeting Minutes October 4, 2023 (pg. 7)
 - B. Treasurer's Report and Bill List (pg. 12)
 - C. Permit Program
 - i. 23-24 Washington County Service Center, Woodbury (pg. 24)
 - ii. 23-26 500 Bielenberg Redevelopment, Woodbury (pg. 35)
 - iii. 23-27 Gladstone Crossing, Maplewood (pg. 43)
 - iv. 23-28 Taco Bell, North St. Paul (pg. 47)
 - D. Stewardship Grant Program
 - i. 23-49 CS Little Canada Rain Garden Refurbish (pg. 51)
 - E. Change Order No. 3 – Arbogast Underground Stormwater Filter (pg. 52)
4. Visitor Comments (limited to 4 minutes each)
5. Permit Program
 - A. Applications
 - i. 23-25 Woodbury Lake Road Trail, Woodbury (pg. 58)
 - B. Enforcement Action Report (pg. 69)
6. Stewardship Grant Program
 - A. Applications – see consent agenda
 - B. Budget Status Update (pg. 74)
7. Action Items
 - A. **Pioneer Park Reuse Project Bid Award (pg. 76)**
 - B. **Roosevelt Homes Project Bid Award (pg. 79)**
 - C. **2024 CIP Maintenance and Repair Project Approval of Plans and Authorization to Advertise for Bids (pg. 82)**
8. Attorney Report
9. Board Discussion Topics
10. New Reports and/or Presentations
 - A. Water Monitoring Intern Experience Presentation, Nick Nelson (*no packet materials*)
 - B. Watershed Management Plan Gaps Summary (pg. 99)
 - C. Beltline Mississippi River Branch Repair Evaluation Report (pg. 108)

11. Administrator's Report (*pg. 132*)
 - A. Meetings Attended
 - B. Upcoming Meetings and Dates
 - C. Board Action Log and Updates
 - D. Staff Presentations at MN Water Resources Conference
 - E. Minnesota Watersheds Updates
 - F. Governance and Employee Manuals
12. Project and Program Status Reports (*pg. 200*)
 - Project Feasibility Studies*
 - A. Interim Emergency Response Planning
 - B. Kohlman Creek Flood Risk Feasibility Study
 - C. Phalen Village Area Flood Risk Reduction
 - D. Ames Lake Area Flood Risk Reduction Planning Study
 - E. Resiliency Study for non-Beltline Tributary Areas
 - F. Owasso Basin/North Star Estates Improvements
 - G. Retrofit Inventory
 - H. WMP Grabs Analysis
 - I. New Technology Mini Case Studies
 - Research Projects*
 - J. Kohlman Lake Aquatic Plant Management Effects Study
 - K. Shallow Lake Aeration Study
 - Project Operations*
 - L. Lake Level Station Maintenance and Rain Gage Installation
 - Capital Improvements*
 - M. Woodbury Target Store Stormwater Retrofit Project
 - N. Roosevelt Homes Targeted Retrofit Project
 - O. Targeted Retrofit Projects 2023
 - P. Arbogast Stormwater Filtration BMP
 - Q. Pioneer Park Stormwater Reuse
 - R. Double Driveway Pond and Fish Creek Tributary Improvements
 - S. County Road C Culvert Project
 - CIP Project Repair and Maintenance*
 - T. 2024 CIP Maintenance and Repair Project
 - U. Beltline 5 Year Inspection
 - Program Updates*
 - V. Natural Resources Program
 - W. Public Involvement and Education Program
 - X. Communications and Outreach Program
 - Y. Citizen Advisory Committee (CAC) Update
13. Manager Comments and Next Month's Meeting
14. **Adjourn**



RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

NOTICE OF BOARD MEETING

Wednesday, November 1, 2023

6:30 PM

Hybrid Meeting: In-Person and Web Conference

This month's meeting will be held at the District office (2665 Noel Drive, Little Canada, MN) AND via the video conferencing platform Zoom. Board members, staff, consultants, and general public will be able to join in person or via Zoom. The public will be able to listen to meeting but not participate with the exception of the visitor comments portion of the agenda. Visitor comment may be given in person or via Zoom. Instructions for joining in on the Zoom meeting can be found below.

To access the meeting via webcast, please use this link: <https://us02web.zoom.us/j/88388272003?pwd=UDgxZjhTTVdKWURJcS9zM3UrOUpxQT09>

The meeting room will open at 6:20 pm with the meeting starting at 6:30 pm. To connect to audio you may choose to use your computer audio options or you may use your mobile device to call. The phone access number is **(312) 626-6799**. The Meeting ID is **883 8827 2003**. The meeting password is **892828**. If you have any questions, please contact Tina Carstens at tina.carstens@rwmwd.org.

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Consent Agenda

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RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

Ramsey-Washington Metro Watershed District Minutes of Regular Board Meeting October 4, 2023

The Regular Meeting of October 4, 2023, was held at the District Office Board Room, 2665 Noel Drive, Little Canada, Minnesota, and via Zoom web conferencing at 6:30 p.m. A video recording of the meeting can be found at https://youtu.be/E0GPQk_INJw. Video time stamps included after each agenda item in minutes.

PRESENT:

Val Eisele, President
Dr. Pam Skinner, Vice President (via Zoom)
Matt Kramer, Treasurer
Ben Karp, Secretary

ABSENT:

Mark Gernes, Manager

ALSO PRESENT:

Tina Carstens, District Administrator
Tracey Galowitz, Attorney for District
Nicole Maras, Permit Inspector
Mary Fitzgerald, District Inspector
Tyler Olsen, Barr Engineering
Paul Erdmann, Natural Resources Program Manager

Paige Ahlborg, Project Manager
Brad Lindaman, Barr Engineering
Nicole Peterson, BMP Inspector Intern
Lyndsey Flaten, Water Monitoring Technician
Dave Vlasin, Project Coordinator

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA (00:16)

Tina Carstens requested to add Item 7B, Watershed Excellence Awards.

President Eisele requested to remove Item D from the Consent Agenda. Tina Carstens noted that could be considered as Item 7C.

Motion: Manager Karp moved, Manager Kramer seconded, to approve the agenda as amended. Motion carried unanimously.

3. CONSENT AGENDA (01:19)

- A. Approval of Minutes from September 6 2023
- B. Treasurer's Report and Bill List
- C. Stewardship Grant Program
 - i. 23-47 CS Westbrook, Rain Garden
- D. ~~Change Order No. 2 – Arbogast Underground Stormwater Filter~~

Motion: Manager Kramer moved, Manager Karp seconded, to approve the consent agenda as presented. Motion carried unanimously.

4. VISITOR COMMENTS (01:53)

No comments.

5. PERMIT PROGRAM (02:10)

A. Applications

Permit #23-23: Bailey Nursery Wetland CAP – Woodbury

Nicole Maras presented a project at the Bailey Nursery location, noting that a contamination restoration project is being required by the Department of Agriculture. She stated that a wetland delineation was completed along with Wetland Conservation Act (WCA) approval. She explained that contaminated soils will be removed and disposed of off-site. She stated that the variance is related to the disturbance of the buffers and the wetland, noting that all disturbance will be temporary.

President Eisele commented that this permit is unique because the project will provide benefit, but still had to go through the entire process.

Manager Karp asked for details on the decompaction strategy, as the heavy equipment could compact the soils. Nicole Maras commented that there is a stabilized access and noted that she can discuss that with the contractor onsite. She noted that staff always has a preconstruction meeting with the contractor and that can be discussed at that time, along with the restoration plans.

President Eisele asked if there are better seed mixes that would establish more quickly or robustly. Nicole Maras commented that a good seed mix was selected. President Eisele asked if additional protections are needed during excavation because of the contaminated material. Nicole Maras replied that a corrective action plan is required by the Department of Agriculture and that agency will supervise that activity. She noted that typical erosion control measures will be followed along with ensuring that the materials do not travel from the site.

Manager Karp asked if the wetland to the west has been tested. Nicole Maras replied that the District did not do the testing or flag the contamination, so she did not have those details.

Motion: Manager Kramer moved, Manager Karp seconded, to approve Permit #23-23 with the special provisions and variance. Motion carried unanimously.

B. Monthly Enforcement Report

During September, 30 notices were sent to address: contain liquid/solid wastes (6), install/maintain perimeter control (6), install/maintain inlet protection (5), install/maintain construction entrance (4), general permit requirements (4), sweep streets (2), maintain/protect permanent BMPs (2), and stabilize exposed soils (1).

Nicole Maras and Mary Fitzgerald provided additional details on the enforcement grades and enforcement process.

6. STEWARDSHIP GRANT PROGRAM (25:00)

A. Applications – See consent agenda

B. Budget Status Update

Paige Ahlborg provided a brief overview of the report.

7. ACTION ITEMS (27:00)

A. Pioneer Park Accept Plans and Solicit Bids

Paige Ahlborg commented that this is a stormwater reuse project at Pioneer Park in Little Canada. She explained that the stormwater would be used to irrigate the ball fields.

Brad Lindaman commented that there is a six-month delay for the equipment, they would want to move forward with this to allow for installation in the spring/summer.

President Eisele asked if there would be signage for this project. Paige Ahlborg confirmed that there would be signage explaining the project.

Manager Kramer commented that the range of benefit shown in the report seems to be very big. Brad Lindaman commented that the alum treatment facility provides that low end and without the lower end projects, the range would be tighter.

Manager Karp commented that this is a great project. He asked if a Department of Labor and Industry review was required for the permit process and whether there were any comments on the reuse. Tina Carstens replied that she did not believe it was required.

Motion: Manager Karp moved, Manager Kramer seconded, to approve the preliminary design, estimated costs, and proposed project schedule and direct staff to finalize the design and bidding documents and solicit bid proposals. Motion carried unanimously.

B. Watershed Excellence Awards

Tina Carstens commented that the CAC and staff reviewed the nominations, with the CAC holding ballot voting to make these recommendations.

President Eisele commented that the CAC has a history of having thorough discussions and agreed with the recommendations. Manager Karp commented that he was present for the CAC discussions and noted that group did an excellent job talking about all the nominations and making tough decisions.

Motion: Manager Kramer moved, Manager Karp seconded, to approve the proposed Watershed Excellence Award winners. Motion carried unanimously.

C. Change Order No. 2 – Arbogast Underground Stormwater Filter

President Eisele asked for details. Brad Lindaman commented that the communications line was not known or marked and therefore was in conflict where the outlet was going to be located and had to be moved. President Eisele asked if the District was obligated to move the line. Brad Lindaman commented that it is his understanding that it is the owner of the line that is obligated to move the line, but because of project timing, the District decided to proceed with moving the line.

President Eisele asked for details on the contingency budget. Tina Carstens stated that more information on contingency can be provided in the future and this change is within the total project cost.

Motion: Manager Kramer moved, Manager Karp seconded, to approve Change Order No. 2 – Arbogast Underground Stormwater Filter. Motion carried unanimously.

8. ATTORNEY REPORT (39:10)

Tracey Galowitz reviewed the work legal counsel has done for the District during the last month including several contract reviewed and an access agreement drafted.

9. BOARD DISCUSSION TOPICS (39:53)

President Eisele asked if the Board had a chance to send notes to staff on the Board role. He asked that managers send those comments to Tina Carstens if they have not already.

10. NEW REPORTS AND/OR PRESENTATIONS (40:55)

A. BMP Inspector Intern Experience Presentation

Mary Fitzgerald introduced Nicole Peterson, BMP Inspector Intern.

Nicole Peterson commented that there are over 2,240 permitted stormwater BMPs recorded in the District and highlighted the most common types of BMPs. She explained that her job this summer was to inspect the permanent BMPs to determine functionality and maintenance needs. She highlighted some of the things that she would look for when completing an inspection as well as the grades that would be issued for each BMP. She also provided examples of projects within the different grade levels. She provided a summary of the inspections and reviewed the most common maintenance needs. She provided details on other opportunities she explored during her internship with the District.

B. Targeted Retrofit Program – A Decade in Review Presentation

Paige Ahlborg commented that she will be presenting this at the Water Resource Conference as well. She provided background information on the targeted retrofit program, which began in 2013 first focusing on churches and then moving to schools. She stated that there are now 24 projects located at churches and schools with an emphasis on cost-effective water quality improvements. She stated that commercial sites were added to the program in 2016, providing the examples of Aldrich Arena, Boys and Girls Club and Target stores. She reported that during the last ten years, 54 stormwater BMPs were installed at 36 sites and reviewed the related statistics. She also highlighted what could be next for the program and provided details on ongoing maintenance and educational signage.

President Eisele asked if the TMDL data is tracked. Tina Carstens confirmed that data is tracked and required to be reported to the MPCA. She explained how the program began with grant funding and has grown into what it is today.

C. Watershed Management Plan Gaps Analysis Scope Summary

Tina Carstens noted that this is moving forward now for a relatively low dollar amount, with more to come.

President Eisele commented that this seems to be a good first step.

11. ADMINISTRATOR'S REPORT (1:12:48)

A. Meetings Attended

No comments.

B. Upcoming Meetings and Dates

No comments.

C. Board Action Log and Updates

No comments.

D. Staff Presentations at Upcoming Conferences

Tina Carstens noted the upcoming presentations that staff will be providing at different events.

E. Minnesota Watersheds Updates

Tina Carstens noted that the conference is coming up and asked that the Board let her know if they plan to attend.

F. Integrating Natural Hazard Mitigation and Clean Water Act Planning and Project Implementation Workshop

Tina Carstens stated that she provided a summary of the workshop she attended within her report and provided a brief overview. She also noted different funding opportunities that were identified.

12. PROJECT AND PROGRAM STATUS REPORTS (1:21:43)

Project Feasibility Studies

- A. Interim Emergency Response Planning
- B. Kohlman Creek Flood Risk Feasibility Study
- C. Ames Lake Area Flood Risk Reduction Planning Study
- D. Owasso Basin/North Star Estates Improvements
- E. Resiliency Study for Non-Beltline Tributary Areas
- F. Retrofit Inventory

Research Projects

- G. Kohlman Lake Aquatic Plant Management Effects Study
- H. Shallow Lake Aeration Study

Project Operations

- I. 2023 Automated Lake Level Station Maintenance and Rain Gage Installation

Capital Improvements

- J. Woodbury Target Store Stormwater Retrofit Project
- K. Roosevelt Homes Targeted Retrofit Project
- L. Stewardship Grant Program Support
- M. Arbogast Stormwater Filtration BMP
- N. Double Driveway Pond and Fish Creek Tributary Improvements
- O. Pioneer Park Stormwater Reuse

CIP Project Repair and Maintenance

- P. Beltline 5-Year Inspection
- Q. Routine CIP Inspection and Unplanned Maintenance Identification

Program Updates

- R. Natural Resources Program
- S. Public Involvement and Education Program
- T. Communications and Outreach Program
- U. Citizen Advisory Committee (CAC) Update

No comments.

13. MANAGER COMMENTS AND NEXT MONTH'S MEETING

No comments.

14. ADJOURN

Motion: Manager Karp moved, Manager Kramer seconded, to adjourn the meeting at 7:52 p.m. Motion carried unanimously.

RWMWD BUDGET STATUS REPORT

Administrative & Program Budget

Fiscal Year 2023

10/31/2023

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	\$7,000.00	-	-	375.00	\$6,625.00	5.36%
	Manager expenses	4360	3,000.00	-	-	-	3,000.00	0.00%
Committees	Committee/Bd Mtg. Exp.	4365	3,500.00	-	281.95	4,625.61	(1,125.61)	132.16%
	Sub-Total: Managers/Committees:		\$13,500.00	\$0.00	\$281.95	\$5,000.61	\$8,499.39	37.04%
Employees	Staff salary/taxes/benefits	4010	1,860,000.00	-	129,653.61	1,452,165.54	407,834.46	78.07%
	Employee expenses	4020	15,000.00	-	2,152.61	9,982.35	5,017.65	66.55%
	District training & education	4350	75,000.00	-	2,226.75	18,449.39	56,550.61	24.60%
	Sub-Total: Employees:		\$1,950,000.00	\$0.00	\$134,032.97	\$1,480,597.28	\$469,402.72	75.93%
Administration/Office	GIS system maint. & equip.	4170	10,000.00	-	-	3,339.25	6,660.75	33.39%
	Data Base/GIS Maintenance	4171	20,000.00	-	98.94	197.88	19,802.12	0.99%
	Equipment maintenance	4305	2,000.00	-	-	-	2,000.00	0.00%
	Telephone	4310	2,000.00	-	59.38	534.18	1,465.82	26.71%
	Office supplies	4320	7,000.00	-	-	7,373.89	(373.89)	105.34%
	IT/Internet/Web Site/Software Lic.	4325	85,000.00	-	7,416.28	74,141.46	10,858.54	87.23%
	Postage	4330	2,000.00	-	-	527.64	1,472.36	26.38%
	Printing/copying	4335	5,000.00	-	767.40	4,740.68	259.32	94.81%
	Dues & publications	4338	15,000.00	-	-	14,860.00	140.00	99.07%
	Janitorial/Trash Service	4341	15,000.00	-	96.68	8,120.06	6,879.94	54.13%
	Utilities/Bldg.Contracts	4342	30,000.00	-	3,515.60	10,866.02	19,133.98	36.22%
	Bldg/Site Maintenance	4343	125,000.00	-	13,396.46	102,801.10	22,198.90	82.24%
	Miscellaneous	4390	5,000.00	-	-	-	5,000.00	0.00%
	Insurance	4480	60,000.00	-	-	57,143.00	2,857.00	95.24%
	Office equipment	4703	100,000.00	-	2,011.65	7,004.17	92,995.83	7.00%
	Vehicle lease, maintenance	4810-40	20,000.00	-	-	5,766.21	14,233.79	28.83%
	Sub-Total: Administration/Office:		\$503,000.00	\$0.00	\$27,362.39	\$297,415.54	\$205,584.46	59.13%
Consultants/Outside Services	Auditor/Accounting	4110	75,000.00	-	2,741.20	57,429.96	17,570.04	76.57%
	Engineering-administration	4121	132,000.00	-	6,815.50	70,138.87	61,861.13	53.14%
	Engineering-permit I&E	4122	10,000.00	-	937.50	1,575.00	8,425.00	15.75%
	Engineering-eng. review	4123	70,000.00	-	3,897.50	47,316.00	22,684.00	67.59%
	Engineering-permit review	4124	59,000.00	-	3,425.00	41,748.00	17,252.00	70.76%
	Project Feasibility Studies	4129	395,000.00	-	26,109.55	212,518.54	182,481.46	53.80%
	Attorney-permits	4130	5,000.00	-	-	110.16	4,889.84	2.20%
	Attorney-general	4131	40,000.00	-	1,915.00	18,708.60	21,291.40	46.77%
	Outside Consulting Services	4160	20,000.00	-	-	-	20,000.00	0.00%
	Sub-Total: Consultants/Outside Services:		\$806,000.00	\$0.00	\$45,841.25	\$449,545.13	\$356,454.87	55.77%
Programs	Educational programming	4370	70,000.00	-	-	24,623.32	45,376.68	35.18%
	Communications & Marketing	4371	50,000.00	-	8,661.55	13,268.58	36,731.42	26.54%
	Events	4372	51,000.00	-	1,097.86	51,557.72	(557.72)	101.09%
	Water QM-Engineering	4520-30	240,000.00	-	29,468.73	209,334.84	30,665.16	87.22%
	Project operations	4650	200,000.00	-	10,658.31	35,201.17	164,798.83	17.60%
	SLMP/TMDL Studies	4661	142,000.00	-	1,628.00	3,002.00	138,998.00	2.11%
	Natural Resources/Keller Creek	4670-72	120,000.00	-	436.47	43,839.62	76,160.38	36.53%
	Outside Prog.Support/Weed Mgmt.	44683	57,000.00	-	-	18,238.66	38,761.34	32.00%
	Research Projects	4695	155,000.00	-	9,559.67	104,653.48	50,346.52	67.52%
	Health and Safety Program	4697	4,000.00	-	-	2,398.39	1,601.61	59.96%
	Sub-Total: Programs:		\$1,089,000.00	\$0.00	61,510.59	\$506,117.78	\$582,882.22	46.48%
GENERAL FUND TOTAL			\$4,361,500.00	\$0.00	\$269,029.15	\$2,738,676.34	\$1,622,823.66	62.79%
CIP's	CIP Project Repair & Maintenance	516	1,500,000.00	-	45,490.56	963,490.94	536,509.06	64.23%
	Targeted Retrofit Projects	518	1,500,000.00	-	276,696.47	1,138,844.63	361,155.37	75.92%
	Flood Risk Reduction Fund	520	5,200,000.00	-	16,295.13	642,396.81	4,557,603.19	12.35%
	Debt Services-96-97 Beltline/MM/Battle Creek	526	395,404.00	-	-	393,783.56	1,620.44	99.59%
	Stewardship Grant Program Fund	529	1,128,000.00	-	119,391.19	617,234.40	510,765.60	54.72%
	Double Driveway Water Quality Optimization	537	675,000.00	-	4,339.00	56,530.35	618,469.65	8.37%
	Wetland Restoration Projects	540	500,000.00	-	-	-	500,000.00	0.00%
CIP BUDGET TOTAL			\$10,898,404.00	-	\$462,212.35	\$3,812,280.69	\$7,086,123.31	34.98%
TOTAL BUDGET			\$15,259,904.00	\$0.00	\$731,241.50	\$6,550,957.03	\$8,708,946.97	42.93%

Current Fund Balances:

Fund:	Unaudited Beginning Fund Balance @ 12/31/22	Fund Transfers	Year to date Revenue	Current Month Expenses	Year to Date Expense	Unaudited Fund Balance @ 10/31/23
101 - General Fund	\$2,313,604.42	-	2,369,142.76	269,029.15	2,738,676.34	1,944,070.84
516 - CIP Project Repair & Maintenance	1,143,456.57	-	630,667.61	45,490.56	963,490.94	810,633.24
518 - Targeted Retrofit Projects	164,101.49	-	853,083.34	276,696.47	1,138,844.63	(121,659.80)
520 - Flood Damage Reduction Fund	5,075,970.05	-	207,480.43	16,295.13	642,396.81	4,641,053.67
526 - Debt Services-96-97 Beltline/MM/Beltline-Battle Creek Tunnel Repair	551,908.60	-	-	-	393,783.56	158,125.04
529 - Stewardship Grant Program Fund	428,736.05	-	417,565.78	119,391.19	617,234.40	229,067.43
536 - Stormwater Impact Fund	358,950.00	-	782,281.00	-	-	1,141,231.00
537 - Double Driveway Water Quality Optimization Implementation	-	-	104,391.45	4,339.00	56,530.35	47,861.10
540 - Wetland Restoration Projects	498,036.00	-	-	-	-	498,036.00
580 - Contingency Fund	1,465,487.00	-	-	-	-	1,465,487.00
Total District Fund Balance	\$12,000,250.18	\$0.00	\$ 5,364,612.37	\$ 731,241.50	\$6,550,957.03	\$10,813,905.52

Ramsey Washington Metro Watershed Dist.
Check Register
For the Period From October 1, 2023 to October 31, 2023

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
EFT	10/04/23	hea002	Nov-23	HealthPartners	Employee Benefits	\$15,465.91
EFT	10/01/23	met008	Oct-23	MetLife-Group Benefits	Employee Benefits	1,681.43
74128	10/04/23	gil001	236652	Gilbert Mechanical Contractors, Inc.	Bldg./Site Maintenance	1,148.19
74129	10/04/23	hom001	Sep-23	Home Depot Credit Services	Natural Resources Program	279.78
74130	10/04/23	inn002	IN4336574	Innovative Office Solutions LLC	Bldg./Site Maintenance	315.09
74131	10/04/23	met004	IN2366921	Metro Sales, Inc.	Copier Lease	444.00
74132	10/04/23	ncp001	September 1, 2023	NCPERS Group Life Ins.	Employee Benefits	16.00
74133	10/04/23	nsp001	846246784	Xcel Energy	Bldg./Site Maintenance	1,330.24
74134	10/04/23	pac001	Sep-23	Pace Analytical Services, Inc.	Water Quality Monitoring - Staff	4,551.00
74135	10/04/23	sai001	4240	Saint Paul Media	Communications and Marketing	50.00
74136	10/04/23	spr002	9/22/23	SPRWS	Project Operations	1,524.36
74137	10/04/23	van001	Sep-23	Vanguard Cleaning Systems of Minn	Utilities/Building Services Contracts	1,866.74
74138	10/25/23	ada002	3731843	Adam's Pest Control, Inc.	Utilities/Building Services Contracts	94.72
74139	10/25/23	adk001	22-31 CS	Ron Adkins and Mona Lackmore	Stewardship Grant Program	5,419.60
74140	10/25/23	att002	287256653401X102523	AT & T Mobility - ROC	Project Operations	166.34
74141	10/25/23	aws001	S1335957-100123	AWS Service Center	Utilities/Building Services Contracts	330.54
74142	10/25/23	bar001	Sep 16- Oct 13, 2023	Barr Engineering	Various	154,166.89
74143	10/25/23	ben002	118272	Benefit Extras, Inc.	Employee Benefits	129.00
74144	10/25/23	bls001	28724	B & L Supply	Utilities/Building Services Contracts	200.00
74145	10/25/23	cad001	19956207	Zayo Group, LLC	Water Quality Monitoring - Staff	202.45
74146	10/25/23	cit001	10/17/2023	City of Little Canada	Utilities/Building Services Contracts	177.25
74147	10/25/23	cit021	23-22 CS 23	City of Shoreview	Stewardship Grant Program	15,000.00
74148	10/25/23	com004	Oct 16, 2023	Comcast	Utilities/Building Services Contracts	94.35
74149	10/25/23	dav003	9000008379	Davey Resource Group, Inc.	Stewardship Grant Program	42,314.65
74150	10/25/23	dea001	23-38 CS	Chelsea DeArmond	Stewardship Grant Program	12,831.00
74151	10/25/23	del001	10706274197	Dell Marketing, L.P.	Equipment	1,365.14
74152	10/25/23	erd001	Oct-23	Paul Erdmann	Employee Benefits	80.00
74153	10/25/23	fit002	Sept & October 2023	Mary Fitzgerald	Employee Benefits, Expenses	186.19
74154	10/25/23	fit003	Oct-23	Emily Kamin	Employee Benefits, Expenses	26.21
74155	10/25/23	gal001	October 18, 2023	Galowitz Olson, PLLC	Attorney General	1,915.00
74156	10/25/23	gil001	237286;237449	Gilbert Mechanical Contractors, Inc.	Building/Site Maintenance	4,086.76
74157	10/25/23	haw001	6596967	Hawkins, Inc.	Project Operations	4,112.40
74158	10/25/23	inn002	IN4351670	Innovative Office Solutions, LLC.	Janitorial/Trash/Plowing/Sweeping	96.68
74159	10/25/23	int001	W23090478	Office of MN, IT Services	Telephone	59.38
74160	10/25/23	int003	202044	Intereum, Inc.	Equipment	646.51
74161	10/25/23	jak001	23-08 CS	John Jakel	Stewardship Grant Program	7,140.56
74162	10/25/23	kms001	21-19	KMSP-TV	Escrow Refunds	40.00
74163	10/25/23	lan009	2211;2230;2260	Landbridge Ecological, Inc.	Construction Improvements/Project Maint & Rep	6,088.50
74164	10/25/23	mbb001	1806	MBB Construction Services, Inc.	Building/Site Maintenance	6,560.00
74165	10/25/23	mel001	September/October 23	Michelle L. Melser	Employee Benefits, Expenses	101.59
74166	10/25/23	met012	1536;1553	Metro - INET	Roseville IT Services/Web Site/Software/Licenses	6,985.00
74167	10/25/23	ncp001	October 1, 2023	NCPERS Group Life Insurance	Employee Benefits	16.00
74168	10/25/23	one001	22-01 MTN 23	Ann O'Neill	Stewardship Grant Program	82.07
74169	10/25/23	pac001	Oct 23	Pace Analytical Services, Inc.	Water Quality Monitoring - Staff	16,888.00
74170	10/25/23	pas002	Sept-Oct 2023	Carol Passi	Employee Benefits, Expenses	198.94
74171	10/25/23	pet004	Sep-23	Ashley Petel	Employee Expenses	5.24
74172	10/25/23	pra001	2327700900	Prairie Moon Nursery, Inc.	Natural Resources Program	80.24
74173	10/25/23	qwe001	Oct 10, 2023	Century Link	Project Operations	275.37
74174	10/25/23	ram002	PRK-02265	Ramsey County	Stewardship Grant Program	24,981.25
74175	10/25/23	red002	150481375	Redpath & Company, LLC.	Accounting	2,582.80
74176	10/25/23	rmb001	M2300217	RMB Environmental Laboratories	Water Quality Monitoring - Staff	7,149.09
74177	10/25/23	roc001	2873	Rock Leaf Water Environmental LLC	Construction Improvements/Project Maint & Rep	11,130.20
74178	10/25/23	sai001	November 1	Saint Paul Media	Communications and Marketing	50.00
74179	10/25/23	san003	100423;092523	Sandstrom Land Management	Stewardship Grant Program	9,646.50
74180	10/25/23	sho004	Progress Payment #4	Shoreline Landscaping	Construction-Targeted Retrofit	228,616.19
74181	10/25/23	sim001	October 2023	Emily Simmons	Employee Benefits, Expenses	49.24
74182	10/25/23	sod001	October 2023	Nicole Maras	Employee Benefits, Expenses	200.75
74183	10/25/23	stm001	23-05 MTN	St. Mark's Evangelical Lutherna	Stewardship Grant Program	471.06
74184	10/25/23	til002	Oct-23	Joseph Tillotson	Employee Benefits	60.29
74185	10/25/23	tim002	M28635	Timesaver Off-Site Secretarial, Inc.	Committee/Board Meeting Expense	196.75
74186	10/25/23	ups001	0000F4471X423	United Parcel Service	Water Quality Monitoring - Staff	45.78
74187	10/25/23	usb002	October 2023 Stateme	U.S. Bank	Sep/Oct Credit Card Expense	4,815.18
74188	10/25/23	usb005	512244690	US Bank Equipment Finance	Copier Lease	323.40
74189	10/25/23	van001	90777; November 2023	Vanguard Cleaning Systems of Minn	Utilities/Building Services Contracts	684.00
74190	10/25/23	was002	6220;6240	Washington Conservation District	Stewardship Grant Program	1,228.75
74191	10/25/23	weh001	1495	The Wehrman Collaborative, LLC.	Communications and Marketing	8,467.13
74192	10/25/23	wil007	Nov-23	Patrick Williamson	Employee Benefits	40.00
Total						\$617,573.67

Ramsey Washington Metro Watershed Dist.
Check Register
For the Period From October 1, 2023 to October 31, 2023

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
EFT	10/13/23	myp001	10/13/23	October 13th Payroll	4110-101-000	80.25
EFT	10/27/23	myp001	10/27/23	October 27th Payroll	4110-101-000	78.15
Dir.Dep.	10/13/23	---	Payroll Expense-Net	October 13th Payroll	4010-101-000	32,062.25
EFT	10/13/23	int002	Internal Rev.Serv.	October 13th Federal Withholding	2001-101-000	11,457.14
EFT	10/13/23	mnd001	MN Revenue	October 13th State Withholding	2003-101-000	1,912.82
EFT	10/13/23	per001	PERA	October 13th PERA	2011-101-000	6,578.40
EFT	10/13/23	emp002	Empower Retirement	Employee Def. Comp. Contributions	2016-101-000	1,578.00
EFT	10/13/23	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	1,434.00
Dir.Dep.	10/27/23	---	Payroll Expense-Net	October 27th Payroll	4010-101-000	30,954.85
EFT	10/27/23	int002	Internal Rev.Serv.	October 27th Federal Withholding	2001-101-000	11,149.16
EFT	10/27/23	mnd001	MN Revenue	October 27th State Withholding	2003-101-000	1,858.68
EFT	10/27/23	per001	PERA	October 27th PERA	2011-101-000	6,331.32
EFT	10/27/23	emp002	Empower Retirement	Employee Def. Comp. Contributions	2016-101-000	1,578.00
EFT	10/27/23	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	1,434.00
Payroll/Benefits:						<u>\$108,487.02</u>
Total	Accounts Payable/Payroll/Benefits:					<u>\$726,060.69</u>

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From October 1, 2023 to October 31, 2023

Date	Check #	Vendor ID	Name	Account ID	Description	Amount	
10/04/23	EFT	hea002	HealthPartners	4040-101-000	Employee Benefits	\$15,465.91	
10/01/23	EFT	met008	MetLife-Group Benefits	4040-101-000	Employee Benefits	1,681.43	
10/04/23	74128	gil001	Gilbert Mechanical Contractors, Inc.	4343-101-000	Bldg./Site Maintenance	1,148.19	
10/04/23	74129	hom001	Home Depot Credit Services	4670-101-000	Natural Resources Proj-General	279.78	
10/04/23	74130	inn002	Innovative Office Solutions LLC	4343-101-000	Bldg./Site Maintenance	315.09	
10/04/23	74131	met004	Metro Sales, Inc.	4335-101-000	Printing-General Fund	444.00	
10/04/23	74132	ncp001	NCPERS Group Life Ins.	4040-101-000	Employee Benefits-General Fund	16.00	
10/04/23	74133	nsp001	Xcel Energy			1,330.24	
				4343-101-000	Bldg./Site Maintenance		837.75
				4530-101-000	Water QM Staff-General Fund		246.36
				4650-520-000	Project Operations-Flood		246.13
10/25/23	74134	pac001	Pace Analytical Services, Inc.	4530-101-000	Water QM Staff-General Fund	4,551.00	
10/25/23	74135	sai001	Saint Paul Media	4371-101-000	Communications & Marketing	50.00	
10/25/23	74136	spr002	SPRWS	4650-101-000	Project Operations-Gen. Fund	1,524.36	
10/25/23	74137	van001	Vanguard Cleaning Systems of Minnesota	4342-101-000	Utilities/Bldg. Contracts	1,866.74	
10/25/23	74138	ada002	Adam's Pest Control, Inc.	4342-101-000	Utilities/Building Services Contracts	94.72	
10/25/23	74139	adk001	Ron Adkins and Mona Lackmore	4682-529-101	Stewardship Grant Program	5,419.60	
10/25/23	74140	att002	AT & T Mobility - ROC	4650-101-000	Project Operations	166.34	
10/25/23	74141	aws001	AWS Service Center	4342-101-000	Utilities/Building Services Contracts	330.54	
10/25/23	74142	bar001	Barr Engineering			154,166.89	
				4121-101-000	Engineering Admin		6,815.50
				4129-101-000	Project Feasability		1,140.00
				4123-101-000	Engineering Review		3,897.50
				4129-101-000	Project Feasability		895.00
				4129-101-000	Project Feasability		9,655.00
				4129-101-000	Project Feasability		95.00
				4129-101-000	Project Feasability		4,837.55
				4128-520-000	Engineering -Flood Damage		12,922.50
				4129-101-000	Project Feasability		6,151.50
				4129-101-000	Project Feasability		731.50
				4129-101-000	Project Feasability		2,604.00
				4520-101-000	WQM-Engineering		218.43
				4122-101-000	Engineering -Permit I & E		937.50
				4124-101-000	Eng. Permit Review		3,425.00
				4695-101-000	Research Projects		447.50
				4695-101-000	Research Projects		3,969.50
				4695-101-000	Research Projects		5,142.67
				4650-101-000	Project Operations		180.00
				4650-101-000	Project Operations		4,253.10
				4128-518-000	Engineering -Targeted Retrofit		17,942.50
				4128-518-000	Engineering -Targeted Retrofit		11,687.50
				4128-518-000	Engineering -Targeted Retrofit		4,268.16
				4682-529-000	Stewardship Grant Program		402.50

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From October 1, 2023 to October 31, 2023

Date	Check #	Vendor ID	Name	Account ID	Description	Amount
				4128-518-000	Engineering -Targeted Retrofit	3,227.12
				4128-518-000	Engineering -Targeted Retrofit	8,749.50
				4129-537-000	Driveway Fish Creek Tributary	4,339.00
				4128-518-000	Engineering -Targeted Retrofit	2,205.50
				4128-520-000	Engineering -Flood Damage	3,126.50
				4128-516-000	Eng. Projects-Maint & Repair	21,051.36
				4128-516-000	Eng. Projects-Maint & Repair	7,220.50
				4661-101-000	SLMP/TMDL Studies	1,628.00
10/25/23	74143	ben002	Benefit Extras, Inc.	4040-101-000	Employee Benefits	129.00
10/25/23	74144	bls001	B & L Supply	4342-101-000	Utilities/Building Services Contracts	200.00
10/25/23	74145	cad001	Zayo Group, LLC	4530-101-000	Water Quality Monitoring - Staff	202.45
10/25/23	74146	cit001	City of Little Canada	4342-101-000	Utilities/Building Services Contracts	177.25
10/25/23	74147	cit021	City of Shoreview	4682-529-000	Stewardship Grant Program	15,000.00
10/25/23	74148	com004	Comcast	4342-101-000	Utilities/Building Services Contracts	94.35
10/25/23	74149	dav003	Davey Resource Group, Inc.	4682-529-000	Stewardship Grant Program	42,314.65
10/25/23	74150	dea001	Chelsea DeArmond	4682-529-000	Stewardship Grant Program	12,831.00
10/25/23	74151	del001	Dell Marketing , L.P.	4682-529-000	Stewardship Grant Program	1,365.14
10/25/23	74152	erd001	Paul Erdmann	4040-101-000	Employee Benefits	80.00
10/25/23	74153	fit002	Mary Fitzgerald			186.19
				4040-101-000	Employee Benefits	116.50
				4020-101-000	Employee Expense	69.69
10/25/23	74154	fit003	Emily Kamin			26.21
				4040-101-000	Employee Benefits	22.02
				4020-101-000	Employee Expense	4.19
10/25/23	74155	gal001	Galowitz Olson, PLLC	4131-101-000	Attorney General	1,915.00
10/25/23	74156	gil001	Gilbert Mechanical Contractors, Inc.	4670-101-000	Natural Resource Program	4,086.76
10/25/23	74157	haw002	Hawkins, Inc.	4670-101-000	Natural Resource Program	4,112.40
10/25/23	74158	inn002	Innovative Office Solutions, LLC.	4682-529-000	Stewardship Grant Program	96.68
10/25/23	74159	int001	Office of MN, IT Services	4310-101-000	Telephone	59.38
10/25/23	74160	int003	Intereum, Inc.	4338-101-000	Dues & Publications	646.51
10/25/23	74161	jak001	John Jakel	4682-529-000	Stewardship Grant Program	7,140.56
10/25/23	74162	kms001	KMSP-TV	2024-101-000	Escrow Refunds	40.00
10/25/23	74163	lan009	Landbridge Ecological	4630-516-000	Construction Improvements/Project Maint & Repairs	6,088.50
10/25/23	74164	mbb001	MBB Construction Services	4343-101-000	Building/Site Maintenance	6,560.00
10/25/23	74165	mel001	Michelle L. Melser			101.59
				4040-101-000	Employee Benefits	40.00
				4020-101-000	Employee Expenses	61.59
10/25/23	74166	met013	Metro-INET	4325-101-000	Roseville IT Services/Web Site/Software/Licenses	6,985.00
10/25/23	74167	nep001	NCPERS Group Life Insurance	4040-101-000	Employee Benefits	16.00
10/25/23	74168	one001	Ann O'Neill	4682-529-000	Stewardship Grant Program	82.07
10/25/23	74169	pac001	Pace Analytical Services, Inc.	4530-101-000	Water Quality Monitoring - Staff	16,888.00
10/25/23	74170	pas002	Carol Passi			198.94
				4020-101-000	Employee Expenses	158.94
				4040-101-000	Employee Benefits	40.00

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From October 1, 2023 to October 31, 2023

Date	Check #	Vendor ID	Name	Account ID	Description	Amount	
10/25/23	74171	pet003	Ashley Petel	4020-101-000	Employee Expenses	5.24	
10/25/23	74172	pra001	Prairie Moon Nursery, Inc.	4670-101-000	Natural Resource Program	80.24	
10/25/23	74173	qwe001	Century Link	4650-101-000	Project Operations	275.37	
10/25/23	74174	ram002	Ramsey County	4682-529-000	Stewardship Grant Program	24,981.25	
10/25/23	74175	red002	Redpath & Company, LLC.	4110-101-000	Accounting	2,582.80	
10/25/23	74176	rmb001	RMB Environmental Laboratories	4530-101-000	Water Quality Monitoring - Staff	7,149.09	
10/25/23	74177	roc001	Rock Leaf Water Environmental LLC	4630-516-000	Construction Improvements/Project Maint & Repairs	11,130.20	
10/25/23	74178	sai001	Saint Paul Media	4371-101-000	Communications and Marketing	50.00	
10/25/23	74179	san003	Sandstrom Land Management	4682-529-000	Stewardship Grant Program	9,646.50	
10/25/23	74180	sho004	Shoreline Landscaping	4630-518-000	Construction Improvements/Targeted Retrofit Projects	228,616.19	
10/25/23	74181	sim001	Emily Simmons			49.24	
				4020-101-000	Employee Expenses		9.24
				4040-101-000	Employee Benefits		40.00
10/25/23	74182	sod001	Nicole Maras			200.75	
				4040-101-000	Employee Benefits		138.65
				4020-101-000	Employee Expenses		62.10
10/25/23	74183	stm001	St. Mark's Evangelical Lutheran Church	4682-529-000	Stewardship Grant Program	471.06	
10/25/23	74184	til002	Joseph Tillotson	4040-101-000	Employee Benefits	60.29	
10/25/23	74185	tim002	Timesaver Off-Site Secretarial, Inc.	4365-101-000	Committee/Board Meeting Expenses	196.75	
10/25/23	74186	ups001	United Parcel Service	4530-101-000	Water Quality Monitoring - Staff	45.78	
10/25/23	74187	usb002	U.S. Bank			4,815.18	
				4650-101-000	Project Operations		59.19
				4343-101-000	Building/Site Maintenance		53.93
				4343-101-000	Building/Site Maintenance		18.20
				4365-101-000	Committee/Board Meeting Expenses		46.27
				4325-101-000	Roseville IT Services/Web Site/Software/Licenses		93.28
				4650-101-000	Project Operations		87.55
				4343-101-000	Building/Site Maintenance		14.99
				4365-101-000	Committee/Board Meeting Expenses		38.93
				4171-101-000	District Database Project		97.00
				4530-101-000	Water Quality Monitoring - Staff		11.41
				4350-101-000	Training and Education		357.28
				4350-101-000	Training and Education		221.76
				4530-101-000	Water Quality Monitoring - Staff		29.46
				4670-101-000	Natural Resources Program		32.98
				4343-101-000	Building/Site Maintenance		91.01
				4350-101-000	Training and Education		116.50
				4670-101-000	Natural Resources Program		29.98
				4343-101-000	Building/Site Maintenance		33.94
				4371-101-000	Communications and Marketing		34.94
				4372-101-000	Events		337.54
				4343-101-000	Building/Site Maintenance		236.60
				4670-101-000	Natural Resources Program		13.49
				4325-101-000	Roseville IT Services/Web Site/Software/Licenses		338.00
				4371-101-000	Communications and Marketing		19.98

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From October 1, 2023 to October 31, 2023


Date	Check #	Vendor ID	Name	Account ID	Description	Amount
				4371-101-000	Communications and Marketing	39.50
				4342-101-000	Utilities/Building Services Contracts	68.00
				4350-101-000	Training and Education	699.00
				4350-101-000	Training and Education	699.00
				4350-101-000	Training and Education	133.21
				4372-101-000	Events	651.71
				4372-101-000	Events	108.61
				4371-101-000	Communications and Marketing	1.94
10/25/23	74188	usb005	US Bank Equipment Finance	4335-101-000	Copier Lease	323.40
10/25/23	74189	van001	Vanguard Cleaning Systems of Minnesota	4342-101-000	Utilities/Building Services Contracts	684.00
10/25/23	74190	was002	Washington Conservation District			1,228.75
				4682-529-000	Stewardship Grant Program	1,102.00
				4530-101-000	Water Quality Monitoring - Staff	126.75
10/25/23	74191	weh001	The Wehrman Collaborative, LLC.	4371-101-000	Communications and Marketing	8,467.13
10/25/23	74192	wil007	Patrick Williamson	4040-101-000	Employee Benefits	40.00
Total						<u>\$617,573.67</u>
10/13/23	EFT	myp001	October 13th Payroll	4110-101-000	October 13th Payroll	80.25
10/27/23	EFT	myp001	October 27th Payroll	4110-101-000	October 27th Payroll	78.15
10/13/23	Dir.Dep.	---	October 13th Payroll	4010-101-000	October 13th Payroll	32,062.25
10/13/23	EFT	int002	October 13th Federal Withholding	2001-101-000	October 13th Federal Withholding	11,457.14
10/13/23	EFT	mnd001	October 13th State Withholding	2003-101-000	October 13th State Withholding	1,912.82
10/13/23	EFT	per001	October 13th PERA	2011-101-000	October 13th PERA	6,578.40
10/13/23	EFT	emp002	Employee Def. Comp. Contributions	2016-101-000	Employee Def. Comp. Contributions	1,578.00
10/13/23	EFT	emp002	Employee IRA Contributions	2018-101-000	Employee IRA Contributions	1,434.00
10/27/23	Dir.Dep.	---	October 27th Payroll	4010-101-000	October 27th Payroll	30,954.85
10/27/23	EFT	int002	October 27th Federal Withholding	2001-101-000	October 27th Federal Withholding	11,149.16
10/27/23	EFT	mnd001	October 27th State Withholding	2003-101-000	October 27th State Withholding	1,858.68
10/27/23	EFT	per001	October 27th PERA	2011-101-000	October 27th PERA	6,331.32
10/27/23	EFT	emp002	Employee Def. Comp. Contributions	2016-101-000	Employee Def. Comp. Contributions	1,578.00
10/27/23	EFT	emp002	Employee IRA Contributions	2018-101-000	Employee IRA Contributions	1,434.00
Payroll/Benefits:						<u>\$108,487.02</u>
Total						<u>Accounts Payable/Payroll/Benefits:</u> <u>\$726,060.69</u>



Summary of Professional Engineering Services During the Period
September 16, 2023 through October 13, 2023

	Total Engineering Budget (2023)	Total Fees to Date (2023)	Budget Balance (2023)	Fees During Period	District Accounting Code	Plan Implementation Task Number
Engineering Administration						
General Engineering Administration	\$87,000.00	\$70,138.87	\$16,861.13	\$6,815.50	4121-101	DW-13
RWMWD Health and Safety/ERTK Program	\$2,000.00	\$703.00	\$1,297.00	\$0.00	4697-101	DW-13
Educational Program/Educational Forum Assistance	\$20,000.00	\$1,842.50	\$18,157.50	\$1,140.00	4129-101	DW-11
Topical Workshop, Education, and Planning	\$25,000.00	\$3,159.00	\$21,841.00	\$0.00	4129-101	DW-13
Engineering Review						
Engineering Review	\$70,000.00	\$47,316.00	\$22,684.00	\$3,897.50	4123-101	DW-13
Project Feasibility Studies						
Emergency Response Plans (communication with cities from 2021 and 2022 efforts)	\$15,000.00	\$3,775.00	\$11,225.00	\$895.00	4129-101	DW-19
Kohlman Creek flood damage reduction feasibility study	\$75,000.00	\$72,511.06	\$2,488.94	\$9,655.00	4129-101	DW-9, KC-2, BELT-3
Kohlman Creek- Wakefield Lake Diversion Planning and Design	\$111,600.00	\$10,000.50	\$101,599.50	\$0.00	4129-101	DW-9, KC-2, BELT-3
Improvements to County Ditch 17	\$5,000.00	\$250.00	\$4,750.00	\$0.00	4129-101	DW-9, BELT-3
Improvements to Phalen Village	\$5,000.00	\$495.00	\$4,505.00	\$95.00	4129-101	DW-9, BELT-3
Ames Lake Technical Assistance and Project Planning with St. Paul	\$40,000.00	\$32,788.06	\$7,211.94	\$4,837.55	4129-101	DW-9, BELT-3
Resiliency Study for non-Beltline tributary areas (pre-planning study and evaluation of existing data)	\$150,000.00	\$76,001.50	\$73,998.50	\$12,922.50	4128-520	DW-9
Evaluate compliance with South Metro Mississippi River TSS TMDL	\$2,000.00	\$527.00	\$1,473.00	\$0.00	4129-101	MR-2
Owasso Basin area/North Star Estates improvements (with City of Little Canada)	\$30,000.00	\$46,430.92	-\$16,430.92	\$6,151.50	4129-101	GC-3
Street Sweeping	\$20,000.00	\$15,471.50	\$4,528.50	\$731.50	4129-101	DW-6, DW-15
Retrofit Inventory	\$20,000.00	\$20,645.00	-\$645.00	\$2,604.00	4129-101	DW-17, DW-20
Wetland Restoration Workshop, Education, and Planning	\$5,000.00	\$4,623.00	\$377.00	\$0.00	4129-101	DW-8, DW-13
Contingency*	\$30,000.00				4129-101	
GIS Maintenance						
GIS Maintenance	\$5,000.00	\$0.00	\$5,000.00	\$0.00	4170-101	DW-13
Monitoring Water Quality/Project Monitoring						
Lake Water Quality Monitoring (Misc QA/QC)	\$10,000.00	\$90.00	\$9,910.00	\$0.00	4520-101	DW-2
Annual WQ Report Assistance	\$12,000.00	\$8,960.50	\$3,039.50	\$0.00	4520-101	DW-2
Special Project BMP Monitoring	\$25,000.00	\$10,472.59	\$14,527.41	\$218.43	4520-101	DW-12
Grass Lake Berm Wetland Monitoring	\$12,000.00	\$13,508.10	-\$1,508.10	\$0.00	4520-101	DW-5, DW-8
Battle Creek Monitoring to address TMDL	\$15,000.00	\$0.00	\$15,000.00	\$0.00	4520-101	DW-1, DW-2
Permit Processing, Inspection and Enforcement						
Permit Application Inspection and Enforcement	\$10,000.00	\$1,575.00	\$8,425.00	\$937.50	4122-101	DW-7
Permit Application Review	\$59,000.00	\$37,375.00	\$21,625.00	\$3,425.00	4124-101	DW-7
Lake Studies/TMDL Reports						
West Vadnais Lake Incorporation	\$15,000.00	\$75.00	\$14,925.00	\$0.00	4661-101	DW-2
2023 Grant Applications	\$40,000.00	\$845.00	\$39,155.00	\$0.00	4661-101	DW-13
WMP Updates - Including Implementation Plan Updates if needed	\$20,000.00	\$0.00	\$20,000.00	\$0.00	4661-101	DW-13
Prioritization of water quality projects from subwatershed feasibility studies	\$5,000.00	\$39.00	\$4,961.00	\$0.00	4661-101	DW-20
Carver Ponds Internal Load Reduction	\$12,000.00	\$415.00	\$11,585.00	\$0.00	4661-101	DW-12
Contingency for Lake Studies	\$22,500.00	\$0.00	\$22,500.00	\$0.00		
Research Projects						
New Technology Mini Case Studies (average 6 per year)	\$15,000.00	\$12,231.50	\$2,768.50	\$447.50	4695-101	DW-12
Kohlman Permeable Weir Test System - Implement Monitoring Plan	\$5,000.00	\$150.00	\$4,850.00	\$0.00	4695-101	DW-12
Kohlman Lake Aquatic Plant Management Effects Study	\$85,705.00	\$57,276.23	\$28,428.77	\$3,969.50	4695-101	DW-12
Shallow Lake Aeration Study	\$40,000.00	\$34,995.75	\$5,004.25	\$5,142.67	4695-101	DW-12
Project Operations						
2023 Tanners Alum Facility Monitoring	\$17,000.00	\$12,486.04	\$4,513.96	\$180.00	4650-101	TaL-3
Phalen/Keller and Twin Operations Support & Communications	\$5,000.00	\$0.00	\$5,000.00	\$0.00	4650-101	DW-5, DW-13
Lake Level Station Operation and Maintenance	\$50,000.00	\$0.00	\$50,000.00	\$0.00	4650-101	DW-5
Lake Level Station Rain Gages	\$35,000.00	\$5,458.10	\$29,541.90	\$4,253.10	4650-101	DW-5
Capital Improvements						
Tanners Outlet	\$5,000.00	\$1,877.00	\$3,123.00	\$0.00	4128-520	DW-9
Woodbury Target	\$180,000.00	\$78,325.56	\$101,674.44	\$17,942.50	4128-518	DW-6
Roosevelt Homes	\$77,100.00	\$73,220.62	\$3,879.38	\$11,687.50	4128-518	DW-6
Targeted Retrofit Projects 2023	\$150,000.00	\$46,359.97	\$103,640.03	\$4,268.16	4128-518	DW-6
Stewardship Grant Program	\$75,000.00	\$23,349.00	\$51,651.00	\$402.50	4682-529	DW-6
West Industrial Park Berm and associated improvements	\$300,000.00	\$0.00	\$300,000.00	\$0.00	4128-520	GC-3
Lake Emily Subwatershed BMP	\$175,800.00	\$182,339.18	-\$6,539.18	\$3,227.12	4128-518	LE-3
Pioneer Park Stormwater Reuse	\$151,200.00	\$109,567.10	\$41,632.90	\$8,749.50	4128-518	DW-6
Double Driveway and Fish Creek Tributary Improvements	\$112,200.00	\$56,530.35	\$55,669.65	\$4,339.00	4129-537	FC-2
Cottage Place Wetland Regeneration (2023 Work)	\$20,000.00	\$2,303.00	\$17,697.00	\$2,205.50	4128-518	LE-3, DW-8, DW-14
County Road C Culvert	\$95,000.00	\$0.00	\$95,000.00	\$3,126.50	4128-520	
CIP Project Repair & Maintenance						
Routine CIP Inspection and Unplanned Maintenance Identification	\$125,000.00	\$114,794.63	\$10,205.37	\$21,051.36	4128-516	DW-5
Beltline 5-year Inspection	\$15,000.00	\$54,445.77	-\$39,445.77	\$7,220.50	4128-516	BELT-2
District Inspection Standardization	\$0.00	\$0.00	\$0.00	\$0.00	4128-516	DW-5
2023 CIP Maintenance and Repairs	\$165,000.00	\$87,934.08	\$77,065.92	\$0.00	4128-516	DW-5
WMP Updates						
WMP Gaps Analysis	\$8,000.00	\$0.00	\$8,000.00	\$1,628.00	4661-101	
total						

Barr declares under the penalties of Law that this Account, **\$154,166.89**
Claim, or Demand is just and that no part has been paid.


Bradley J. Lindaman, Vice President

**Arbogast Underground Stormwater Filter
Progress Payment #4**

1.0	Total Completed Through This Period:	<u>\$731,054.39</u>	
2.0	Total Completed Previously Completed:		<u>\$490,405.77</u>
3.0	Total Completed This Period:		<u>\$240,648.62</u>
4.0	Amount Previously Retained:	<u>\$24,520.29</u>	
5.0	Amount Retained This Period (See Note 1):		<u>\$12,032.43</u>
6.0	Total Amount Retained (See Note 1):	<u>\$36,552.72</u>	
7.0	Retainage Released Through This Period:		<u>\$0.00</u>
8.0	Total Retainage Remaining:	<u>\$36,552.72</u>	
9.0	Amounts Previously Paid:	<u>\$465,885.48</u>	
10.0	Amount Due This Estimate:		<u><u>\$228,616.19</u></u>

Note 1: At rate of 5%.

SUBMITTED BY:

Name: Stephan McLafferty Date: _____
Title: President
Contractor: Shoreline Landscaping & Contracting

Signature: _____

RECOMMENDED BY:

Name: Leslie DellAngelo Date: _____
Title: Project Engineer
Engineer: Barr Engineering Company

Signature: _____

APPROVED BY:

Name: Val Eisele Date: _____
Title: President
Owner: Ramsey-Washington Metro Watershed District

Signature: _____

Arbogast Underground Stormwater Filter
Ramsey-Washington Metro Watershed District
Summary of Work completed through October 17, 2023 for Progress Payment #4

							(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Line Item	Item Code	Item Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
1	A	Mobilization/Demobilization	LS	1	\$43,500.00	\$43,500.00	0.5	\$21,750.00	0.50	\$21,750.00	0.00	\$0.00
2	B	Traffic and Pedestrian Safety Control Measures	LS	1	\$8,500.00	\$8,500.00	0.5	\$4,250.00	0.50	\$4,250.00	0.00	\$0.00
3	C	Control of Water	LS	1	\$10,000.00	\$10,000.00	1.0	\$10,000.00	0.50	\$5,000.00	0.50	\$5,000.00
4	D	Erosion and Sediment Control	LS	1	\$5,000.00	\$5,000.00	0.5	\$2,500.00	0.50	\$2,500.00	0.00	\$0.00
5	E	Salvage and Reinstall Topsoil (P)	CY	100	\$25.00	\$2,500.00	0	\$0.00	0	\$0.00	0	\$0.00
6	F	Salvage and Reinstall Landscape Boulders	LS	1	\$800.00	\$800.00	1	\$800.00	0	\$0.00	1	\$800.00
7	G	Sawcut and Remove Concrete Curb	LF	150	\$3.00	\$450.00	150	\$450.00	150	\$450.00	0	\$0.00
8	H	Sawcut and Remove Asphalt Road Pavement	SY	125	\$3.00	\$375.00	125	\$375.00	125	\$375.00	0	\$0.00
9	H	Sawcut and Remove Concrete and Asphalt Walk Pavement	SY	425	\$15.00	\$6,375.00	425	\$6,375.00	425	\$6,375.00	0	\$0.00
10	I	Common Excavation and Off-Site Disposal (P)	CY	800	\$25.00	\$20,000.00	800	\$20,000.00	800	\$20,000.00	0	\$0.00
11	J	Compacted Backfill (P)	CY	300	\$28.00	\$8,400.00	300	\$8,400.00	300	\$8,400.00	0	\$0.00
12	K	Connect Structure to Existing Pipes	EA	2	\$2,500.00	\$5,000.00	2	\$5,000.00	2	\$5,000.00	0	\$0.00
13	L	MH-1 (72" Precast) incl. Stop Gate	EA	1	\$28,560.00	\$28,560.00	1	\$28,560.00	0	\$0.00	1	\$28,560.00
14	L	MH-2 (48" Precast)	EA	1	\$6,350.00	\$6,350.00	1	\$6,350.00	1	\$6,350.00	0	\$0.00
15	L	MH-3 (48" Precast)	EA	1	\$6,350.00	\$6,350.00	1	\$6,350.00	0	\$0.00	1	\$6,350.00
16	L	MH-4 (48" Precast)	EA	1	\$6,350.00	\$6,350.00	1	\$6,350.00	0	\$0.00	1	\$6,350.00
17	L	MH-5 (48" Precast)	EA	1	\$6,350.00	\$6,350.00	1	\$6,350.00	1	\$6,350.00	0	\$0.00
18	L	MH-6 (72" Precast)	EA	1	\$12,630.00	\$12,630.00	1	\$12,630.00	1	\$12,630.00	0	\$0.00
19	M	18" RCP	LF	400	\$113.00	\$45,200.00	392	\$44,296.00	312	\$35,256.00	80	\$9,040.00
20	N	6" SCH 40 PVC Drain Pipe w/ Fittings (P)	LF	220	\$38.00	\$8,360.00	220	\$8,360.00	220	\$8,360.00	0	\$0.00
21	O	6" PVC Gate Valve	EA	4	\$1,500.00	\$6,000.00	4	\$6,000.00	4	\$6,000.00	0	\$0.00
22	P	Cast-In-Place Vault Structure	LS	1	\$283,000.00	\$283,000.00	1	\$283,000.00	1	\$283,000.00	0	\$0.00
23	Q	Precast Concrete Plank Lid	EA	10	\$10,860.00	\$108,600.00	10	\$108,600.00	0	\$0.00	10	\$108,600.00
24	R	Vault Access Manhole	EA	7	\$2,830.00	\$19,810.00	7	\$19,810.00	0	\$0.00	7	\$19,810.00
25	S	Stainless Steel Weir Plate	EA	1	\$8,960.00	\$8,960.00	1	\$8,960.00	1	\$8,960.00	0	\$0.00
26	T	Aeration Splash Block	EA	1	\$3,000.00	\$3,000.00	1	\$3,000.00	1	\$3,000.00	0	\$0.00
27	U	CC17 (Crushed Limestone) Filtration Media (P)	CY	75	\$147.00	\$11,025.00	75	\$11,025.00	75	\$11,025.00	0	\$0.00
28	V	Concrete Curb w/Compacted Base	LF	150	\$62.00	\$9,300.00	161	\$9,982.00	0	\$0.00	161	\$9,982.00
29	W	Asphalt Road Pavement w/ Compacted Base	SY	125	\$85.00	\$10,625.00	124	\$10,540.00	0	\$0.00	124	\$10,540.00
30	X	Pedestrian Ramp w/ Truncated Dome and Compacted Base (MnDOT Std. Plt.)	EA	1	\$4,500.00	\$4,500.00	1	\$4,500.00	0	\$0.00	1	\$4,500.00
31	Y	Heavy Vehicle Asphalt Pavement w/ Compacted Base	SY	100	\$91.00	\$9,100.00	112	\$10,192.00	0	\$0.00	112	\$10,192.00
32	Y	Asphalt Walk Pavement w/ Compacted Base	SY	425	\$41.30	\$17,552.50	298	\$12,307.40	0	\$0.00	298	\$12,307.40
33	Z	Painted Pavement Markings	LS	1	\$2,500.00	\$2,500.00	0	\$0.00	0	\$0.00	0	\$0.00

34	AA	Common Topsoil Borrow (MnDOT 3877-1A)	CY	50	\$48.00	\$2,400.00	0	\$0.00	0	\$0.00	0	\$0.00
35	AB	Seeding (MnDOT Low Maint. Turf Mix)	SY	1000	\$1.50	\$1,500.00	0	\$0.00	0	\$0.00	0	\$0.00
36	AC	Erosion Control Blanket	SY	1000	\$4.00	\$4,000.00	0	\$0.00	0	\$0.00	0	\$0.00
37	AD	Landscape Edging	LF	80	\$5.00	\$400.00	0	\$0.00	0	\$0.00	0	\$0.00
38	AE	Double Shredded Hardwood Mulch	CY	3	\$100.00	\$300.00	0	\$0.00	0	\$0.00	0	\$0.00
39	AF	Herbaceous Plant	EA	12	\$25.00	\$300.00	0	\$0.00	0	\$0.00	0	\$0.00
Contract Base Extensions					\$733,922.50		\$687,062.40		\$455,031.00		\$232,031.40	
Change Order 1												
C.O.1.A	Additional Steel Reinforcement for Cast-In-Place Vault Structure		LS	1	\$9,632.00	\$9,632.00	1	\$9,632.00	1	\$9,632.00	0	\$0.00
Change Order 2												
C.O.2.A	Additional Costs Related to Project Interruptions Due to Communication Utility Relocation		LS	1	\$16,036.55	\$16,036.55	1	\$16,036.55	1	\$16,036.55	0	\$0.00
C.O.2.B	Excavation for Communication Conduit Relocation		LS	1	\$9,706.22	\$9,706.22	1	\$9,706.22	1	\$9,706.22	0	\$0.00
Change Order 3												
C.O.3.A	F&I 18" PVC (C900) Gravity Storm Pipe Replacement		LS	1	\$8,617.22	\$8,617.22	1	\$8,617.22	0	\$0.00	1	\$8,617.22
Change Order Extensions					\$43,991.99		\$43,991.99		\$35,374.77		\$8,617.22	
Contract Grand Total					\$777,914.49		\$731,054.39		\$490,405.77		\$240,648.62	

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

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

Page: 1
October 18, 2023
File No: 9M

	Balance
General Account	\$1,565.00
FISH CREEK PROJECT	\$350.00
	<u>\$1,915.00</u>

Permit Application Coversheet

Date November 01, 2023

Project Name Washington County Service Center

Project Number 23-24

Applicant Name Mandy Leonard, Washington County

Type of Development Institutional

Property Description

This project is located south of Woodlane Drive & Guider Drive in the City of Woodbury. The applicant is proposing to construct a new county service center building with associated parking and sidewalk areas. The total site area is approximately 3 acres. Three iron-enhanced filtration basins are proposed to meet stormwater treatment requirements. Pretreatment methods will include upstream sump structures and skimmer hoods to capture floatables. Filtration is being proposed due to poor soils. A portion of the site is located in the 100-year floodplain. The applicant has demonstrated that compensatory storage is being provided such that there is no net loss of flood storage on the landscape. One wetland was delineated on the site (#18-19 WCA). A Wetland Conservation Act (WCA) no-loss approval was subsequently issued on 7/13/22 with the wetland designated as incidental (#22-07 WCA).

Watershed District Policies or Standards Involved:

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

Water Quantity Considerations

The proposed stormwater management plan is sufficient to handle the runoff from the site and result in no net loss of 100-year flood storage on the landscape.

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.

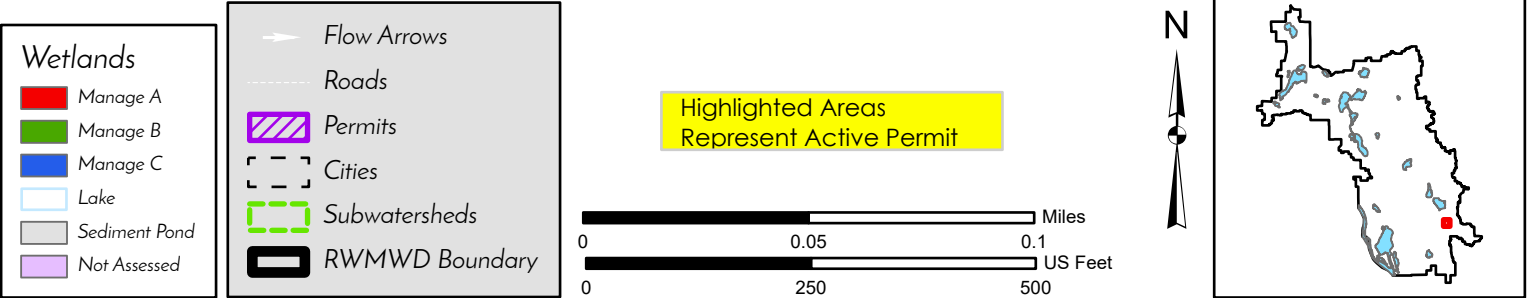
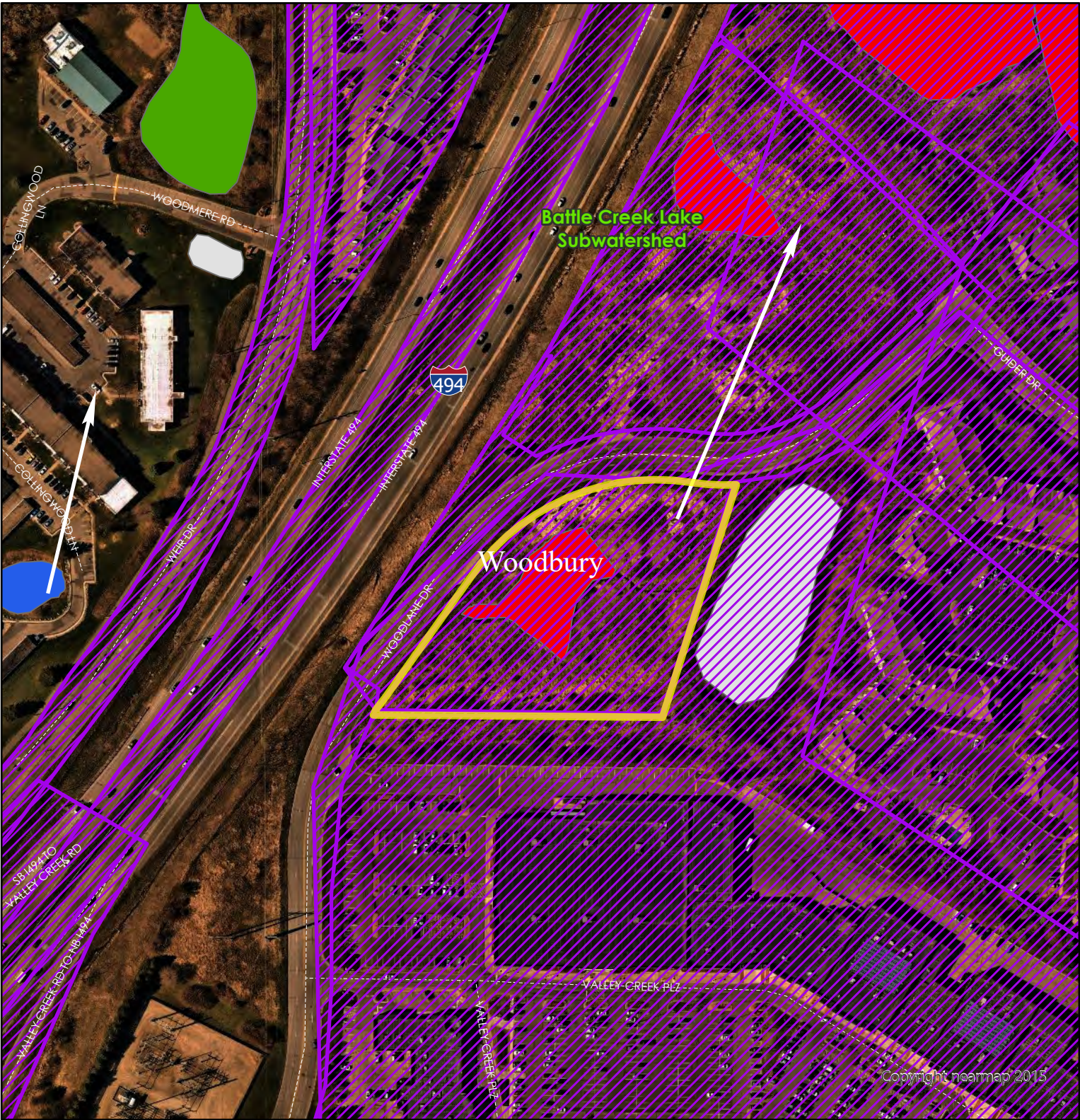
Staff Recommendation

Staff recommends approval of this permit with the special provisions.

Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan

#23-24 Washington County Service Center



Special Provisions

1. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).
2. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.

PROJECT
**Central Service
Center**

CONSTRUCTION DOCUMENTS

CITY OF
Washington County

Client Contract No: 15115

ARCHITECT

Alliance
400 Clifton Avenue
Minneapolis, MN 55403
612.874.4100

STRUCTURAL ENGINEER

MBJ Engineering
510 Marquette Avenue, Suite 900
Minneapolis, MN 55402
612.338.0713

MECHANICAL/ELECTRICAL/PLUMBING
ENGINEERS

Emmanuelson-Pedras, Inc.
7725 Bush Lake Road
Edina, MN 55435
952.930.0050

CIVIL ENGINEER

EVS, Inc.
10025 Valley View Road, Suite 140
Eden Prairie, MN 55344
952.845.0236

LANDSCAPE ARCHITECT

Aune Fernandez Landscape Architects
755 Prior Avenue N, Suite 103
St. Paul, MN 55104
651.341.3611

ACOUSTICAL DESIGN

Kvernstoen, Rönholm & Associates
4826 Chicago Avenue South, Suite 206
Minneapolis, Minnesota, 55417
612.374.3800

TRAFFIC AND PEDESTRIAN PLANNING

WSB Engineering
701 Xenia Avenue South, Suite 300
Minneapolis, MN 55416
763.541.4800

Monthly earth materials, construction, or report
has prepared by me or under my direct supervision
and I am a duly licensed Professional Engineer
under the laws of the State of Minnesota.

FOR

BY 
NAME Daniel Boxer, PE
DATE 10/26/2023
REG. NO. 49918

ISSUED FOR CONSTRUCTION DOCUMENTS DATE 2023.10.06

Copyright 2023 Alliance
COMMISSION NO. 2023020

ALLIANCE

GRADING PLAN

C3.00

LEGEND

EXISTING FEATURES

- CONTROL POINT
- STORM SEWER
- SANITARY STORM
- WATERMAIN
- CURB/RAIL
- TREE LINE
- SIGN
- FENCE
- MAJOR CONTOUR
- MINOR CONTOUR

GRADING FEATURES

- MAJOR CONTOUR
- MINOR CONTOUR
- OVERFLOW DIRECTION
- GRADE BREAK
- SPOT ELEVATION
- BACK OF CURB SPOT ELEVATION

GRADING NOTES

- SEE SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS
- PROTECT ALL SURFACE SITE FEATURES NOT NOTED FOR REMOVAL
- REFER TO RECOMMENDATIONS IN THE GEOTECHNICAL REPORT FOR ANY ADDITIONAL SITE PREPARATION INFORMATION ON REQUIREMENTS
- EXISTING TREES NOTED FOR REMOVAL SHALL BE FLAGGED BY THEIR ENTRY FROM THE SITE, INCLUDING ROOT STRUCTURES. NO CLEARING EFFORTS SHALL BE STARTED WITHOUT THE CASUALTY COORDINATION WITH THE OWNER'S REPRESENTATIVE TO IDENTIFY TREES TO BE SAVED OR PRESERVED
- PROPOSED SPOT ELEVATIONS SHOWN AT CATCH BASINS ARE FLOWLINE ELEVATIONS UNLESS INDICATED OTHERWISE. SPOT ELEVATIONS SHOWN AT CATCH BASINS ON THIS GRADING PLAN DO NOT REFLECT 2' NON-CASTING SLOPE AND ACTUAL ELEVATIONS
- CONSTRUCTION SHALL BE RESTRICTED TO EIGHTEEN (18) HOURS, OR THE HOURS ESTABLISHED BY WASHINGTON COUNTY
- ANY AREA WHICH IS DISTURBED AS A PART OF THE CONSTRUCTION ACTIVITY FOR THE SITE, INCLUDING CUT FILL OR EROSION, SHALL BE REVEGETATED
- NO SIDE OF SITE CAN BE GREATER THAN A 3:1 GRADE

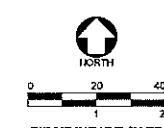
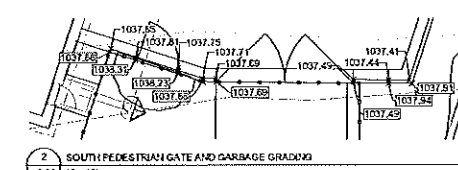
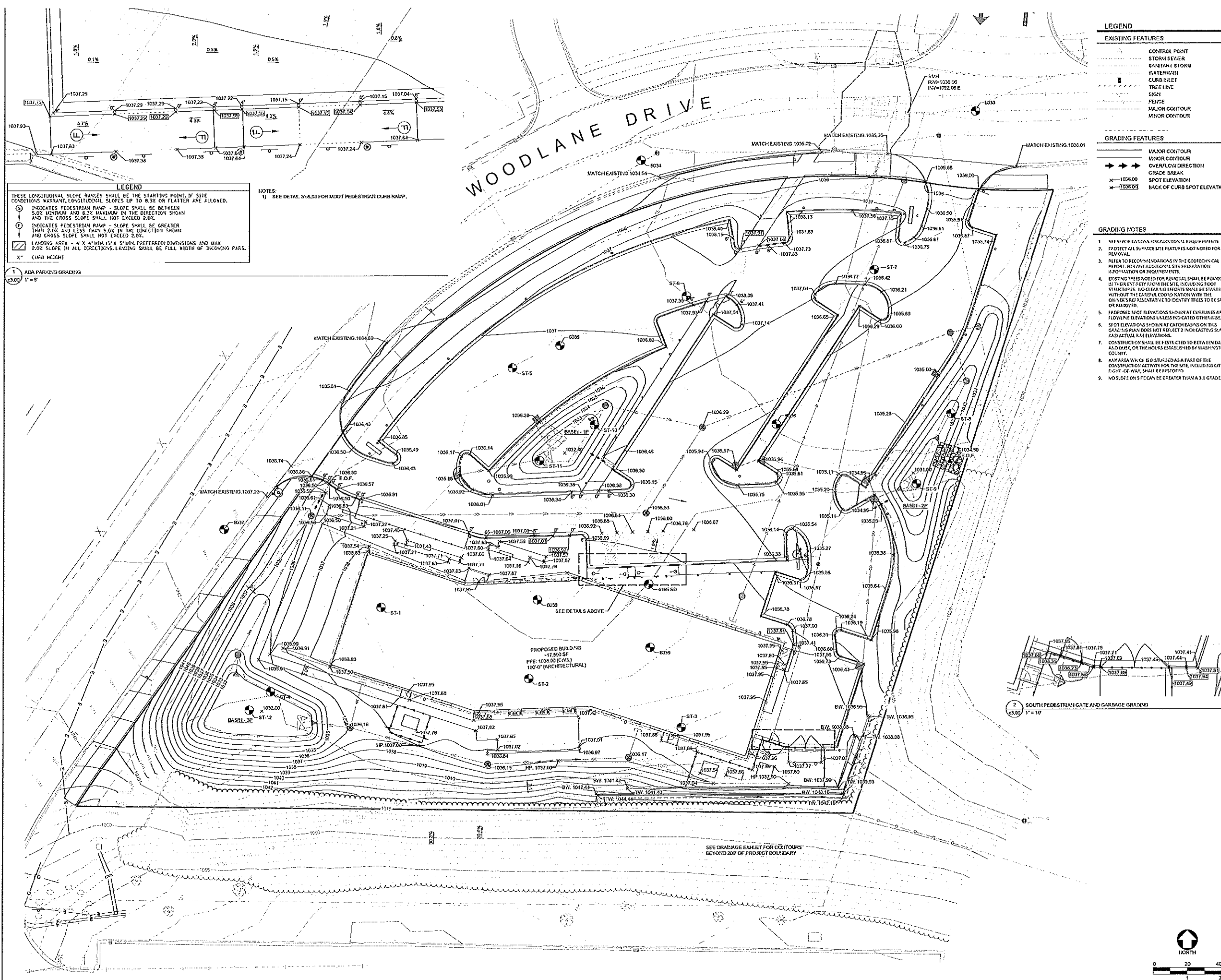
LEGEND

THESE LONGITUDINAL SLOPE RANGES SHALL BE THE STARTING POINT. IF SITE CONDITIONS WARRANT, LONGITUDINAL SLOPES UP TO 0.3% OR FLATTER ARE ALLOWED.

- INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE BETWEEN 5.0% MINIMUM AND 8.3% MAXIMUM IN THE DIRECTION SHOWN AND THE CROSS SLOPE SHALL NOT EXCEED 2.0%
- INDICATES PEDESTRIAN RAMP - SLOPE SHALL BE GREATER THAN 2.0% AND LESS THAN 5.0% IN THE DIRECTION SHOWN AND CROSS SLOPE SHALL NOT EXCEED 2.0%
- LANDING AREA - 4' X 4' MIN. 15' X 5' MIN. PREFERRED DIMENSIONS AND MAX. 2.0% SLOPE IN ALL DIRECTIONS, LANDING SHALL BE FULL WIDTH OF INCOMING PARS.
- CURB HEIGHT

NOTES:
1) SEE DETAIL 316.03 FOR ROOT PEDESTRIAN CURB RAMP.

ADA PARKING GRADING
1" = 5'



Minnesota Wetland Conservation Act

Notice of Decision

Local Government Unit (LGU) Ramsey-Washington Metro Watershed District	Address 2665 Noel Dr Little Canada, MN 55117
--	--

1. PROJECT INFORMATION

Applicant Name Kristin Muir, RC Muir Management 334 NE 1st Avenue Delray Beach, FL 33444 kristinmmuir@yahoo.com	Project Name Doran Woodbury	Date of Application 10/9/18	Application Number 18-19 WCA
<input checked="" type="checkbox"/> Attach site locator map.			

Type of Decision:

<input checked="" type="checkbox"/> Wetland Boundary or Type	<input type="checkbox"/> No-Loss	<input type="checkbox"/> Exemption	<input type="checkbox"/> Sequencing
<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Banking Plan		

Technical Evaluation Panel Findings and Recommendation (if any):

<input type="checkbox"/> Approve	<input checked="" type="checkbox"/> Approve with conditions	<input type="checkbox"/> Deny
Summary (or attach): TEP members Ben Meyer (BWSR) and Nicole Soderholm (RWMWD) completed a field review of the site on 10/25/18. The submitted report identifies a narrow finger on the east side of the wetland that extends to the eastern property line. TEP members agreed that the area in question should be labeled as a wet ditch as it appears to have defined banks and conveys drainage through an area that is otherwise upland. Keara Pringle (Alliant Engineering) submitted a revised report to incorporate the TEP comment on 10/29/18.		

2. LOCAL GOVERNMENT UNIT DECISION

Date of Decision: 10/31/18		
<input checked="" type="checkbox"/> Approved	<input type="checkbox"/> Approved with conditions (include below)	<input type="checkbox"/> Denied

LGU Findings and Conclusions (attach additional sheets as necessary):

Keara Pringle submitted a wetland boundary/type application on behalf of applicant Kristin Muir. The enclosed delineation report was completed for a 3.2-acre undeveloped site south of Woodlane Drive near Guider Drive in the City of Woodbury; Section 8, Township 28N, Range 21W, PID: 0802821230012. The parcel was assessed for presence of wetland on 10/2/18. One wetland was identified and delineated near the center of the property. The wetland is described as a Type 3 shallow marsh dominated by reed canary grass and narrowleaf cattail.

TEP members completed a field review on 10/25/18 and requested the eastern delineated portion of the wetland be labeled as a wet ditch per onsite observation.

RWMWD approves the revised delineation report as submitted on 10/29/18. This decision is valid for 5 years.

For Replacement Plans using credits from the State Wetland Bank:

Bank Account #	Bank Service Area	County	Credits Approved for Withdrawal (sq. ft. or nearest .01 acre)

Replacement Plan Approval Conditions. In addition to any conditions specified by the LGU, the approval of a Wetland Replacement Plan is conditional upon the following:

☐ **Financial Assurance:** For project-specific replacement that is not in-advance, a financial assurance specified by the LGU must be submitted to the LGU in accordance with MN Rule 8420.0522, Subp. 9 (List amount and type in LGU Findings).


☐ **Deed Recording:** For project-specific replacement, evidence must be provided to the LGU that the BWSR "Declaration of Restrictions and Covenants" and "Consent to Replacement Wetland" forms have been filed with the county recorder's office in which the replacement wetland is located.

☐ **Credit Withdrawal:** For replacement consisting of wetland bank credits, confirmation that BWSR has withdrawn the credits from the state wetland bank as specified in the approved replacement plan.

Wetlands may not be impacted until all applicable conditions have been met!

LGU Authorized Signature:

Signing and mailing of this completed form to the appropriate recipients in accordance with 8420.0255, Subp. 5 provides notice that a decision was made by the LGU under the Wetland Conservation Act as specified above. If additional details on the decision exist, they have been provided to the landowner and are available from the LGU upon request.

Name Nicole Soderholm	Title Permit Coordinator	
Signature 	Date 10/31/18	Phone Number and E-mail 651-792-7976 nicole.soderholm@rwmwd.org

THIS DECISION ONLY APPLIES TO THE MINNESOTA WETLAND CONSERVATION ACT. Additional approvals or permits from local, state, and federal agencies may be required. Check with all appropriate authorities before commencing work in or near wetlands.

Applicants proceed at their own risk if work authorized by this decision is started before the time period for appeal (30 days) has expired. If this decision is reversed or revised under appeal, the applicant may be responsible for restoring or replacing all wetland impacts.

This decision is valid for three years from the date of decision unless a longer period is advised by the TEP and specified in this notice of decision.

3. APPEAL OF THIS DECISION

Pursuant to MN Rule 8420.0905, any appeal of this decision can only be commenced by mailing a petition for appeal, including applicable fee, within thirty (30) calendar days of the date of the mailing of this Notice to the following as indicated:

Check one:

<input type="checkbox"/> Appeal of an LGU staff decision. Send petition and \$_____ fee (if applicable) to:	<input type="checkbox"/> Appeal of LGU governing body decision. Send petition and \$500 filing fee to: Executive Director Minnesota Board of Water and Soil Resources 520 Lafayette Road North St. Paul, MN 55155
---	---

4. LIST OF ADDRESSEES

- | |
|--|
| <input checked="" type="checkbox"/> SWCD TEP member: Jay Riggs (Washington Conservation District) |
| <input checked="" type="checkbox"/> BWSR TEP member: Ben Meyer |
| <input type="checkbox"/> LGU TEP member (if different than LGU Contact): |
| <input checked="" type="checkbox"/> DNR TEP member: Jenifer Sorensen, Becky Horton |
| <input type="checkbox"/> DNR Regional Office (if different than DNR TEP member) |
| <input type="checkbox"/> WD or WMO (if applicable): |
| <input checked="" type="checkbox"/> Applicant and Landowner (if different) |
| <input type="checkbox"/> Members of the public who requested notice: |
|
 |
| <input checked="" type="checkbox"/> Corps of Engineers Project Manager |
| <input type="checkbox"/> BWSR Wetland Bank Coordinator (wetland bank plan decisions only) |

5. MAILING INFORMATION

➤ For a list of BWSR TEP representatives: www.bwsr.state.mn.us/aboutbwsr/workareas/WCA_areas.pdf

➤ For a list of DNR TEP representatives: www.bwsr.state.mn.us/wetlands/wca/DNR_TEP_contacts.pdf

➤ Department of Natural Resources Regional Offices:

NW Region: Reg. Env. Assess. Ecol. Div. Ecol. Resources 2115 Birchmont Beach Rd. NE Bemidji, MN 56601	NE Region: Reg. Env. Assess. Ecol. Div. Ecol. Resources 1201 E. Hwy. 2 Grand Rapids, MN 55744	Central Region: Reg. Env. Assess. Ecol. Div. Ecol. Resources 1200 Warner Road St. Paul, MN 55106	Southern Region: Reg. Env. Assess. Ecol. Div. Ecol. Resources 261 Hwy. 15 South New Ulm, MN 56073
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For a map of DNR Administrative Regions, see: http://files.dnr.state.mn.us/aboutdnr/dnr_regions.pdf

➤ For a list of Corps of Project Managers: www.mvp.usace.army.mil/regulatory/default.asp?pageid=687
or send to:

US Army Corps of Engineers
St. Paul District, ATTN: OP-R
180 Fifth St. East, Suite 700
St. Paul, MN 55101-1678

➤ For Wetland Bank Plan applications, also send a copy of the application to:
Minnesota Board of Water and Soil Resources
Wetland Bank Coordinator
520 Lafayette Road North
St. Paul, MN 55155

6. ATTACHMENTS

In addition to the site locator map, list any other attachments:

☒ **Revised Delineation Report_Application 10-29-18**

☐☐☐☐

Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: Ramsey-Washington Metro Watershed District (RWMWD) County: Washington	
Applicant Name: Mindy Leadholm (Washington County Public Works) Applicant Representative: Tony Kaster (Stantec)	
Project Name: Woodlane Drive No Loss	LGU Project No. (if any): 22-07 WCA
Date Complete Application Received by LGU: 7/5/2022	
Date of LGU Decision: 7/13/2022	
Date this Notice was Sent: 7/13 2022	

WCA Decision Type - check all that apply

<input type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input checked="" type="checkbox"/> No-Loss (8420.0415)		<input type="checkbox"/> Exemption (8420.0420)	
Part: <input checked="" type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H		Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9	

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits:
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

<input type="checkbox"/> Approve <input type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny <input checked="" type="checkbox"/> No TEP Recommendation
--

LGU Decision

<input type="checkbox"/> Approved with Conditions (specify below) ¹ List Conditions:	<input checked="" type="checkbox"/> Approved ¹ <input type="checkbox"/> Denied
Decision-Maker for this Application: <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other:	
Decision is valid for: <input checked="" type="checkbox"/> 5 years (default) <input type="checkbox"/> Other (specify):	

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

<input checked="" type="checkbox"/> Attachment(s) (specify): Aerial Photos, City Staff Correspondence <input checked="" type="checkbox"/> Summary: The construction of the Woodlane Drive extension around 2005/2006 resulted in wetland impacts that were mitigated through restoration of an area directly east of the parcel in question. Due to mass grading activities it is believed (and supported through aerial imagery) that a low spot developed that held water on the landscape. Eventually this low spot developed wetland characteristics, although it was not intended to turn this upland area to wetland, resulting in an incidental designation. This application was submitted for consideration ahead of an upcoming redevelopment of the parcel. TEP site visits occurred on

7/30/18 for the Metro Gold Line (#18-11 WCA) and subsequently on 10/25/18 for a delineation field review (#18-19 WCA).

¹ Findings must consider any TEP recommendations.

Attached Project Documents

☒ Site Location Map ☒ Project Plan(s)/Descriptions/Reports (specify): **Joint Application Report**

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

Notice Distribution (include name)

Required on all notices:

☒ SWCD TEP Member: **Jay Riggs (Washington Conservation District)** ☒ BWSR TEP Member: **Ben Meyer**

☐ LGU TEP Member (if different than LGU contact):

☒ DNR Representative: **Kelly Pharis**

☐ Watershed District or Watershed Mgmt. Org.:

☒ Applicant (notice only): ☒ Agent/Consultant (notice only): **Kathryn Keller-Miller (Stantec), Todd Shoemaker (Stantec)**

Optional or As Applicable:

☒ Corps of Engineers: **Daryl Wierzbinski**

☐ BWSR Wetland Mitigation Coordinator (required for bank plan applications only):

☐ Members of the Public (notice only): ☐ Other:

Signature:

Nicole Soderholm

Date:

7/13/2022

This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

Permit Application Coversheet

Date November 01, 2023

Project Name 500 Bielenberg Redevelopment

Project Number 23-26

Applicant Name Ned Abdul, Eden Ventures, LLC

Type of Development Commercial/Retail

Property Description

This project is located at 500 Bielenberg Drive, east of I-494 in the City of Woodbury. The applicant is proposing to redevelop the southern portion of a vacant office campus as a first phase of a larger redevelopment. This permit includes removals, mass grading, construction of three commercial buildings, and associated parking/utilities. An expected future Phase 2 on the northern portion is proposed to include residential buildings. The total site area is approximately 30 acres. Two filtration basins are proposed to meet stormwater treatment requirements. Pretreatment methods will include sumped inlets. Filtration is being proposed due to poor soils. Four wetlands were delineated with boundaries approved in July 2023 (#23-08 WCA). A subsequent Wetland Conservation Act (WCA) decision designated two of the wetlands as constructed ponds/incidental (#23-16 WCA). The proposed grading plan meets District buffer requirements for the jurisdictional wetland on the southwest corner of the site. A portion of the site is located in the 100-year floodplain, however it is isolated from upstream and downstream properties. The applicant has submitted calculations to demonstrate that while a portion of the floodplain will be impacted, the proposed project will slightly reduce flood elevations on the site, achieving no adverse flood impacts.

Watershed District Policies or Standards Involved:

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

Water Quantity Considerations

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

Water Quality Considerations

Short Term

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

Long Term

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

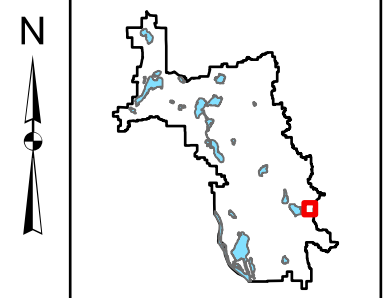
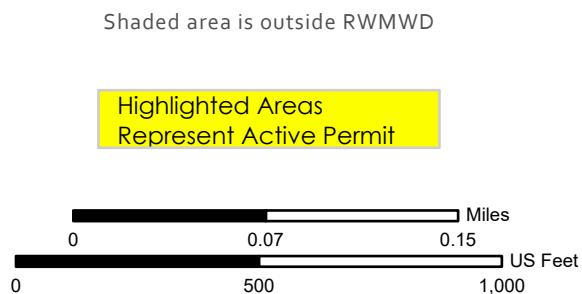
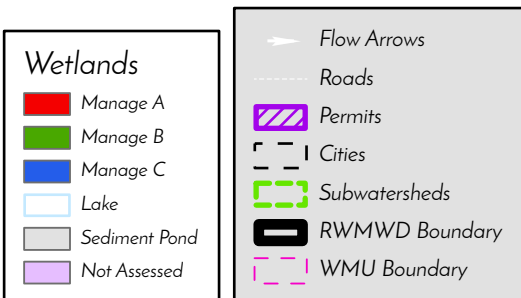
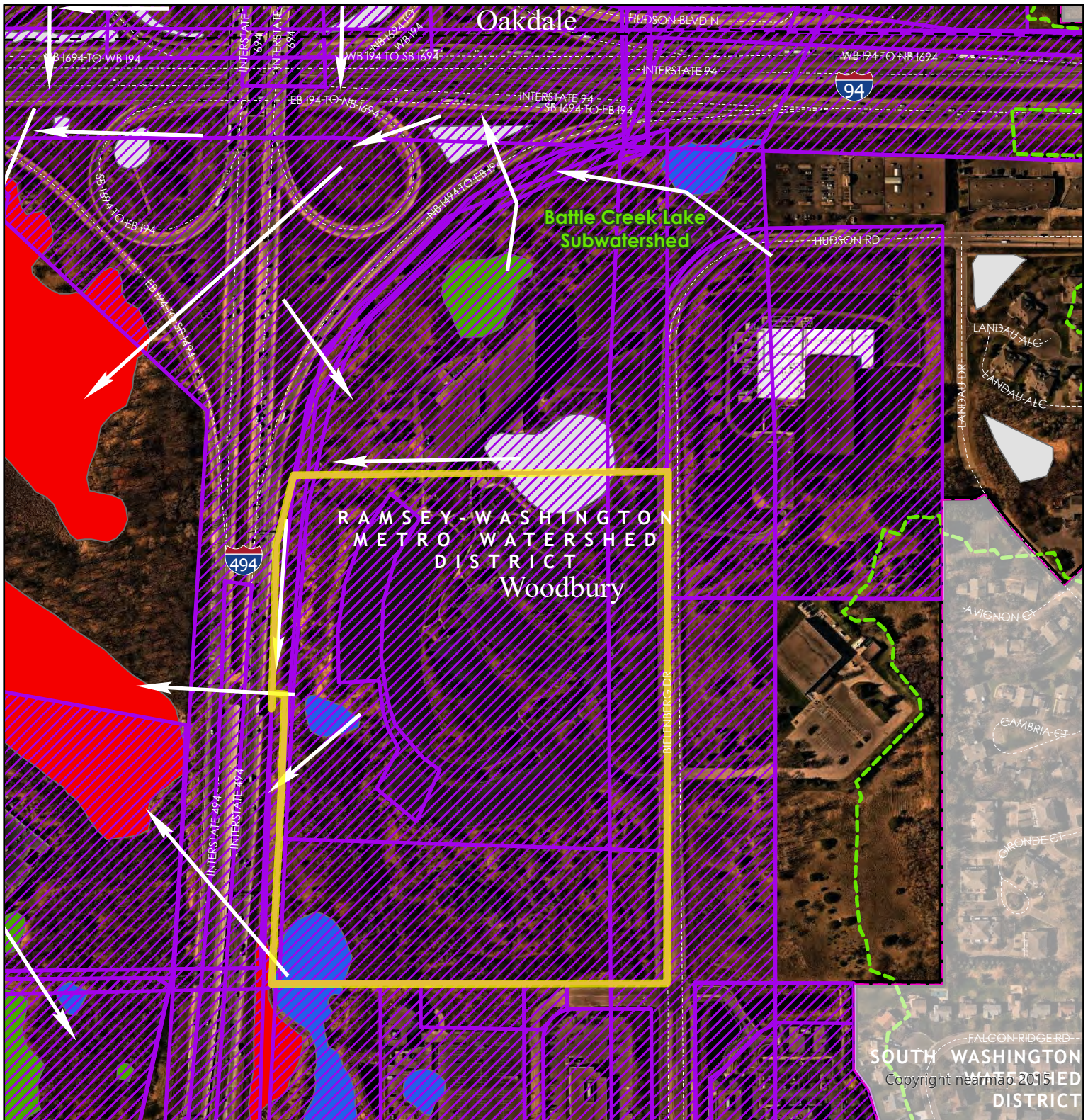
Staff Recommendation

Staff recommends approval of this permit with the special provisions.

Attachments:

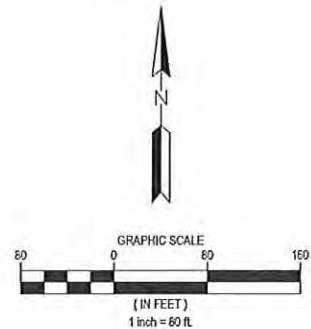
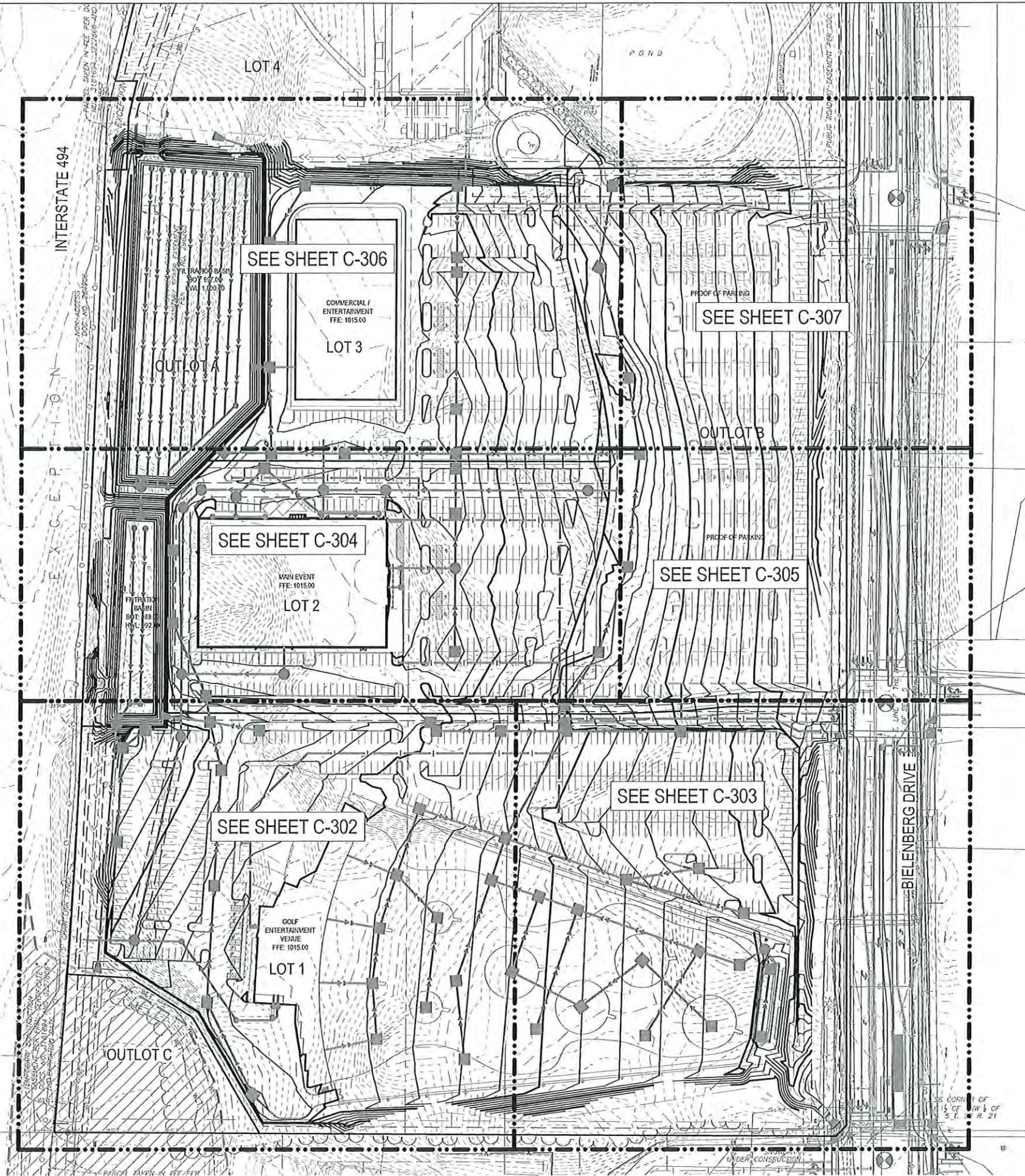
- ☒ Project Location Map
- ☒ Project Grading Plan

#23-26 500 Bielenberg Redevelopment



Special Provisions

1. The applicant shall submit the escrow fee of \$151,000.
2. The applicant shall add notes to the plans:
 - A. Provide direction on best practices for constructing permanent stormwater facilities, including limiting soil compaction and robust erosion and sediment control.
 - B. “Notify Nicole Maras, Ramsey-Washington Metro Watershed District, at 651-792-7976 prior to beginning construction activity in order to schedule an initial erosion control inspection of the project site.”
 - C. “Notify Nicole Maras, Ramsey-Washington Metro Watershed District, at 651-792-7976 at least 48 hours prior to construction of the permanent stormwater facilities.”
 - D. “The specified erosion and sediment control practices are the minimum. Additional practices may be required during the course of construction.”
3. The applicant shall submit the final, signed plans set.
4. The applicant shall submit the executed maintenance agreement for the proposed stormwater facilities.
5. The applicant shall submit a site-specific BMP Operations & Maintenance Plan.
6. The applicant shall confirm MnDOT and the City of Woodbury have reviewed and approved the proposed rate increase to the southwest.
7. The applicant shall provide additional soil boring information and final geotechnical report.
8. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).
9. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.



LEGEND

- PROPERTY BOUNDARY
- EASEMENT LINE
- SETBACK LINE
- EXISTING MINOR CONTOUR
- EXISTING MAJOR CONTOUR
- PROPOSED MINOR CONTOUR
- PROPOSED MAJOR CONTOUR
- GRADING LIMITS
- CONSTRUCTION LIMITS

NOTES

- SEE SHEET G-002 FOR ADDITIONAL PROJECT NOTES.
- CONTRACTOR MUST IMMEDIATELY NOTIFY THE OWNER AND ENGINEER OF DISCREPANCIES OR CONFLICTS IN THE CONTRACT DOCUMENTS BEFORE COMMENCING WORK. NO FIELD CHANGES OR DEVIATIONS ARE TO BE MADE WITHOUT PRIOR APPROVAL FROM THE OWNER AND ENGINEER. FAILURE TO NOTIFY OWNER AND ENGINEER OF AN IDENTIFIABLE CONFLICT BEFORE PROCEEDING WITH INSTALLATION RELIEVES OWNER AND ENGINEER OF ANY OBLIGATION TO PAY FOR A RELATED CHANGE ORDER.
- EXISTING SPOT ELEVATIONS AT MATCH POINTS ARE BASED ON INTERPOLATED POINT TO POINT SURVEY DATA. CONTRACTOR IS RESPONSIBLE FOR VERIFYING CONNECTION POINTS PRIOR TO INSTALLATION OF IMPROVEMENTS. CONTRACTOR SHALL NOTIFY ENGINEER IN WRITING IMMEDIATELY OF ANY FIELD DISCREPANCIES. CONTRACTOR IS RESPONSIBLE FOR MAKING NECESSARY ADJUSTMENTS IN THE FIELD FOR CONSTRUCTABILITY, REGULATORY COMPLIANCE (ADA), POSITIVE DRAINAGE, AND TO ENSURE SMOOTH TRANSITIONS TO FIELD CONDITIONS. CONTRACTOR IS RESPONSIBLE FOR REWORK OF A DISCREPANCY THAT IS NOT COMMUNICATED TO THE ENGINEER IN WRITING.

WARNING:

THE CONTRACTOR SHALL BE RESPONSIBLE FOR CALLING FOR LOCATIONS OF ALL EXISTING UTILITIES. THEY SHALL COOPERATE WITH ALL UTILITY COMPANIES IN MAINTAINING THEIR SERVICE AND/OR RELOCATION OF LINES.

THE CONTRACTOR SHALL CONTACT GOPHER STATE ONE CALL AT 651-454-0002 AT LEAST 48 HOURS IN ADVANCE FOR THE LOCATIONS OF ALL UNDERGROUND WIRES, CABLES, CONDUITS, PIPES, MANHOLES, VALVES OR OTHER BURIED STRUCTURES BEFORE DIGGING. THE CONTRACTOR SHALL REPAIR OR REPLACE THE ABOVE WHEN DAMAGED DURING CONSTRUCTION AT NO COST TO THE OWNER.

CALL BEFORE YOU DIG

GOPHER STATE ONE CALL

TWIN CITY AREA: 651-454-0002
TOLL FREE: 1-800-292-1165

Stantec
733 S MARQUETTE AVE
SUITE 1000
MINNEAPOLIS, MN 55402
PHONE: 612-712-2000
WWW.STANTEC.COM

CLIENT:
SWERVO
Development Corporation

GOLD LINE DEVELOPMENT
CITY OF WOODBURY,
WASHINGTON COUNTY, MINNESOTA

PROJECT TITLE:	
ISSUE NO.:	
DESCRIPTION:	
DATE:	

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

DATE: _____

PROJECT NO.:		193806053
DWN BY:	CHK'D BY:	APP'D BY:
HKK	BMB	JRA
ISSUE DATE:		09/28/2023
ISSUE NO.:		1
SHEET TITLE:		
OVERALL GRADING PLAN		
SHEET NO.:		
C-301		

Attached Project Documents

☒ Site Location Map ☐ Project Plan(s)/Descriptions/Reports (specify):

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

--


Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD TEP Member: Jay Riggs (Washington Conservation District)	<input checked="" type="checkbox"/> BWSR TEP Member: Ben Meyer
<input type="checkbox"/> LGU TEP Member (if different than LGU contact):	
<input checked="" type="checkbox"/> DNR Representative: Kelly Pharis	
<input type="checkbox"/> Watershed District or Watershed Mgmt. Org.:	
<input checked="" type="checkbox"/> Applicant (notice only): <input checked="" type="checkbox"/> Agent/Consultant (notice only): Jack Ammerman (Stantec)	

Optional or As Applicable:

<input checked="" type="checkbox"/> Corps of Engineers: Benjamin Bejcek	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input checked="" type="checkbox"/> Other: Mary Fitzgerald (RWMWD)

Signature: 	Date: 7/10/2023
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This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: Ramsey-Washington Metro Watershed District (RWMWD) County: Washington	
Applicant Name: Ned Abdul (Swervo Development Corporation) Applicant Representative: Tony Kaster (Stantec)	
Project Name: 500 Bielenberg Incidental/No-Loss	LGU Project No. (if any): 23-16 WCA
Date Complete Application Received by LGU: 7/18/2023	
Date of LGU Decision: 8/7/2023	
Date this Notice was Sent: 8/10/2023	

WCA Decision Type - check all that apply

<input type="checkbox"/> Wetland Boundary/Type <input checked="" type="checkbox"/> No-Loss (8420.0415) Part: <input checked="" type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H	<input type="checkbox"/> Sequencing <input type="checkbox"/> Replacement Plan Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9	<input type="checkbox"/> Bank Plan (not credit purchase) <input type="checkbox"/> Exemption (8420.0420)
--	---	--

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits:
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

<input type="checkbox"/> Approve <input type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny <input checked="" type="checkbox"/> No TEP Recommendation
--

LGU Decision

<input type="checkbox"/> Approved with Conditions (specify below) ¹ List Conditions:	<input checked="" type="checkbox"/> Approved ¹	<input type="checkbox"/> Denied
Decision-Maker for this Application: <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other:		
Decision is valid for: <input checked="" type="checkbox"/> 5 years (default) <input type="checkbox"/> Other (specify):		

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

<input type="checkbox"/> Attachment(s) (specify): <input checked="" type="checkbox"/> Summary: Based on aerial photography and a previous site visit completed in June 2023, Wetlands B and D are created ponds/basins in areas that were historically upland and are therefore not subject to WCA regulation; they are deemed incidental wetlands.

¹ Findings must consider any TEP recommendations.

Attached Project Documents

☒ Site Location Map ☐ Project Plan(s)/Descriptions/Reports (specify):

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD TEP Member: Jay Riggs (Washington Conservation District)	<input checked="" type="checkbox"/> BWSR TEP Member: Ben Meyer
<input type="checkbox"/> LGU TEP Member (if different than LGU contact):	
<input checked="" type="checkbox"/> DNR Representative: Kelly Pharis	
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.:	
<input checked="" type="checkbox"/> Applicant (notice only): <input checked="" type="checkbox"/> Agent/Consultant (notice only): Jack Ammerman (Stantec)	

Optional or As Applicable:

<input checked="" type="checkbox"/> Corps of Engineers:	
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):	
<input type="checkbox"/> Members of the Public (notice only):	<input checked="" type="checkbox"/> Other: Mary Fitzgerald (RWMWD)

Signature: 	Date: 8/10/2023
--	---------------------------

This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.

Permit Application Coversheet

Date November 01, 2023

Project Name Gladstone Crossing

Project Number 23-27

Applicant Name , Beacon Interfaith Housing Collaborative

Type of Development Residential

Property Description

This project is located northeast of Clarence Street and Frost Avenue in the City of Maplewood. The applicant is proposing to construct a 40-unit apartment building with associated sidewalk, underground and surface parking, and play area. The total site area is 1.32 acres. Due to high infiltration rates and contaminated soils, the applicant is proposing to pay into the Stormwater Impact Fund per the District's alternative compliance sequencing. To meet rate control onsite, an underground detention system with impermeable liner is proposed. Pretreatment methods will include sump structures.

Watershed District Policies or Standards Involved:

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

Water Quantity Considerations

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

Water Quality Considerations

Short Term

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

Long Term

Payment into the Stormwater Impact Fund will be utilized by the District to construct future volume reduction BMP(s) in the Lake Phalen subwatershed.

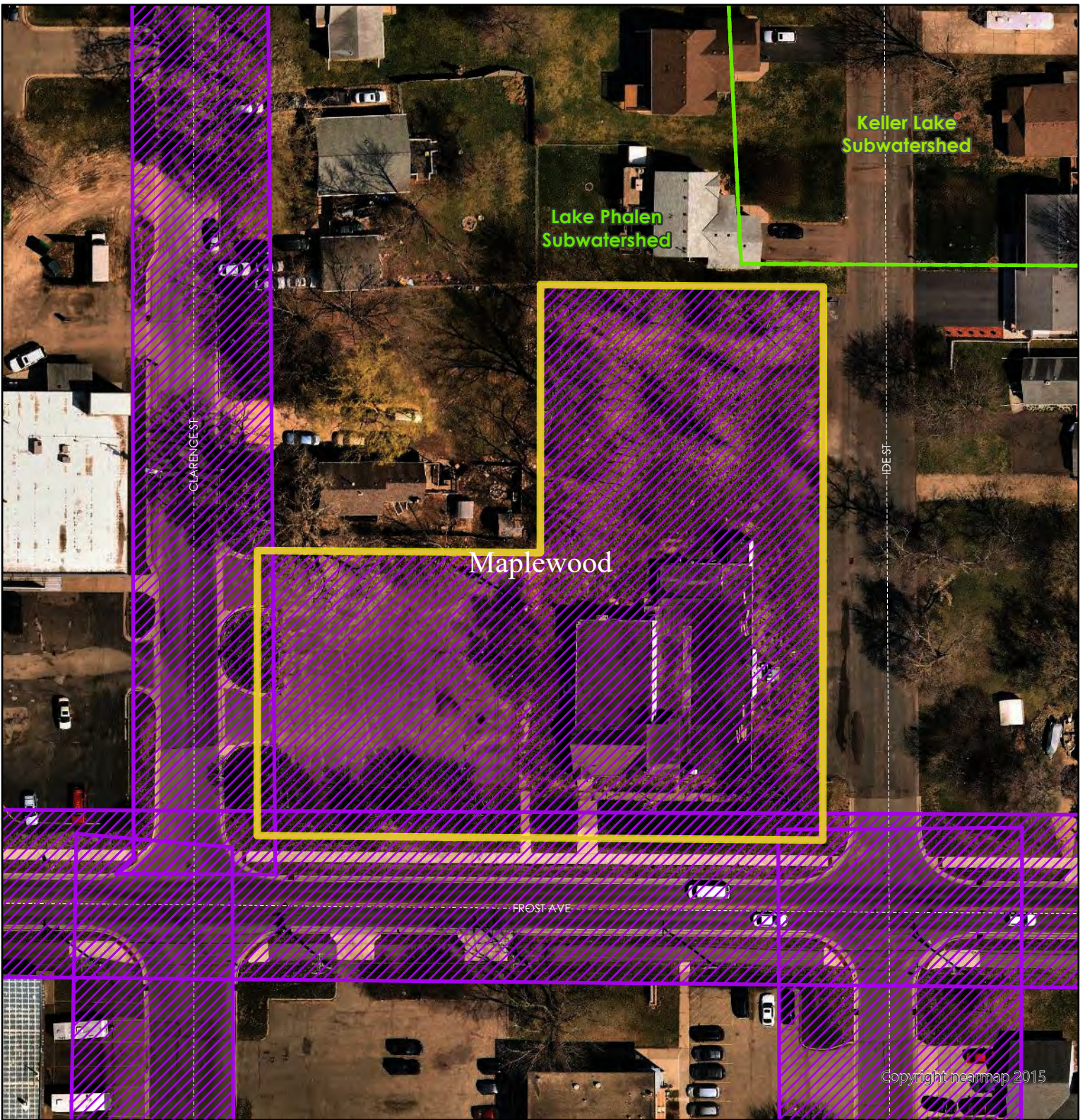
Staff Recommendation

Staff recommends approval of this permit with the special provisions.

Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan

#23-27 Gladstone Crossing



Wetlands

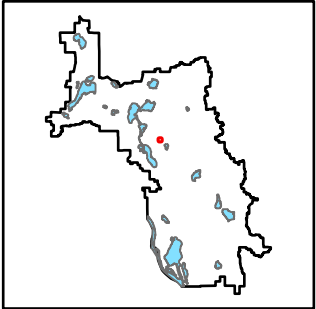
- Manage A
- Manage B
- Manage C
- Lake
- Sediment Pond
- Not Assessed

- Roads
- Permits
- Cities
- Subwatersheds
- RWMWD Boundary

Highlighted Areas
Represent Active Permit

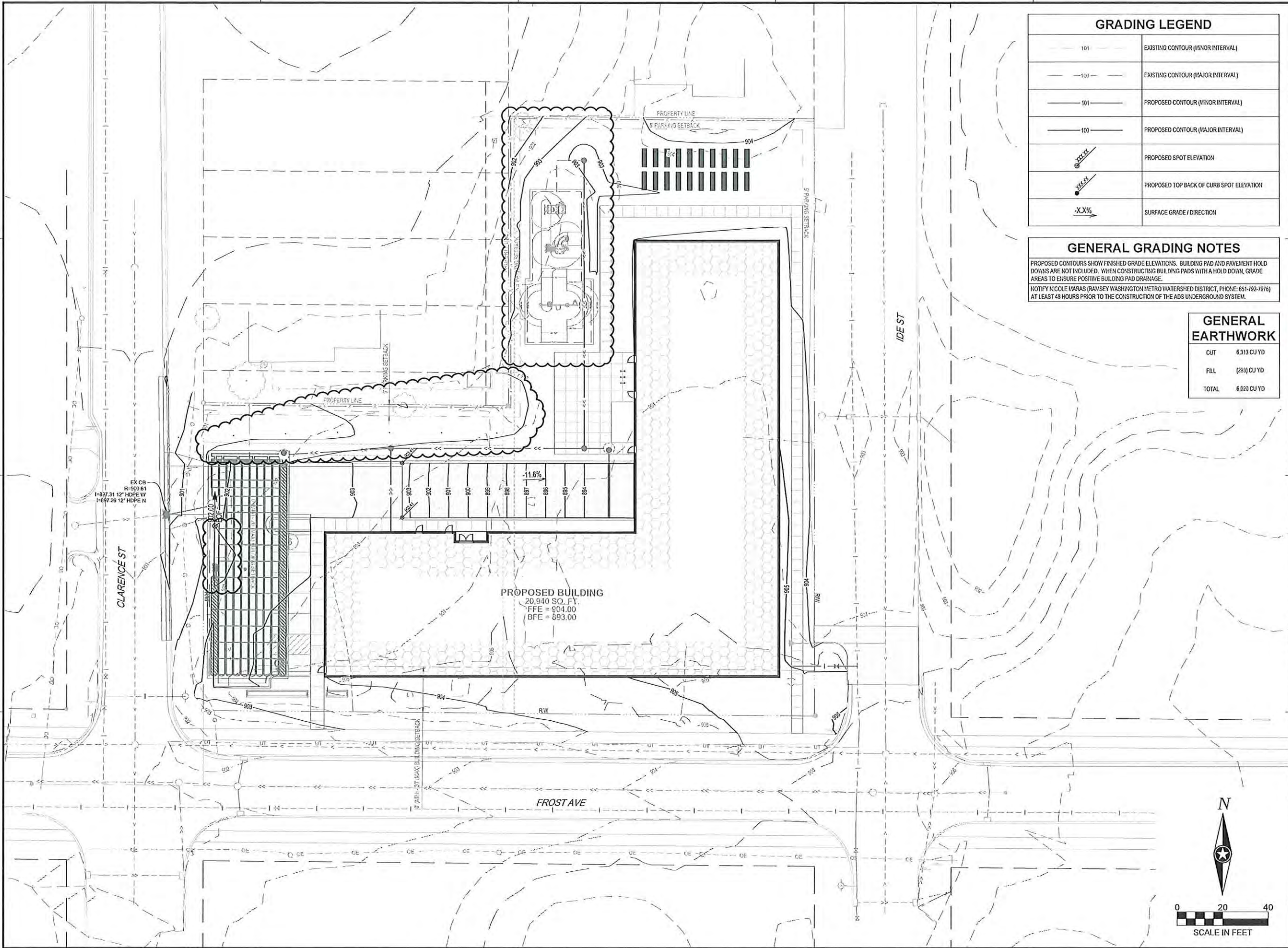
0 0.01 0.03 Miles

0 75 150 US Feet



Special Provisions

1. The applicant shall submit the signed, joint stormwater maintenance agreement with the City of Maplewood.
2. The applicant shall submit the final geotechnical report.
3. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).
4. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.
5. The applicant shall submit the Stormwater Impact Fund payment of \$80,000.



Grading Legend	
	EXISTING CONTOUR (MINOR INTERVAL)
	EXISTING CONTOUR (MAJOR INTERVAL)
	PROPOSED CONTOUR (MINOR INTERVAL)
	PROPOSED CONTOUR (MAJOR INTERVAL)
	PROPOSED SPOT ELEVATION
	PROPOSED TOP BACK OF CURB SPOT ELEVATION
	SURFACE GRADE / DIRECTION

GENERAL GRADING NOTES

PROPOSED CONTOURS SHOW FINISHED GRADE ELEVATIONS. BUILDING PAD AND PAVEMENT HOLD DOWNS ARE NOT INCLUDED. WHEN CONSTRUCTING BUILDING PADS WITH A HOLD DOWN, GRADE AREAS TO ENSURE POSITIVE BUILDING PAD DRAINAGE.

NOTIFY K/COLE MARAS (RAMSEY WASHINGTON METRO WATERSHED DISTRICT, PHONE: 651-792-7976) AT LEAST 48 HOURS PRIOR TO THE CONSTRUCTION OF THE ADS UNDERGROUND SYSTEM.

GENERAL EARTHWORK	
CUT	6,313 CU YD
FILL	(233) CU YD
TOTAL	6,020 CU YD



NOTE:
THE CLARITY OF THESE PLANS DEPEND UPON COLOR COPIES. IF THIS TEXT DOES NOT APPEAR IN COLOR, THIS IS NOT AN ORIGINAL PLAN SET AND MAY RESULT IN MISINTERPRETATION.

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

AMANDA THOMAS
Amanda R. Thomas
DATE: 09/13/23 LIC. NO. 28821

THIS DOCUMENT IS THE PROPERTY OF I & S GROUP, INC. AND MAY NOT BE USED, COPIED OR DUPLICATED WITHOUT PRIOR WRITTEN CONSENT.

PROJECT

GLADSTONE CROSSING

MAPLEWOOD MINNESOTA

REVISION SCHEDULE		
DATE	DESCRIPTION	BY
07/12/23	CITY RESUBMITTAL	AAO
09/13/23	WATERSHED SUBMITTAL	AAO
10/11/23	WATERSHED SUBMITTAL	LCH

PROJECT NO.	23-29050
FILE NAME	29050 C4-GRADING
DRAWN BY	AO
DESIGNED BY	AO/AT
REVIEWED BY	AT
ORIGINAL ISSUE DATE	1-1-
CLIENT PROJECT NO.	-

TITLE

GRADING PLAN

SHEET

C4-10

Permit Application Coversheet

Date November 01, 2023

Project Name Taco Bell North St. Paul

Project Number 23-28

Applicant Name Zach Zelickson, Border Foods, LLC

Type of Development Commercial/Retail

Property Description

This project is located northwest of Highway 36 & McKnight Road N in the City of North St. Paul. The applicant is proposing to construct a Taco Bell restaurant with associated drive-through and parking. The total site area is 0.96 acre. The site is located in the 100-year floodplain. The applicant has demonstrated that compensatory storage will be provided through the construction of an underground detention system and dry pond such that there is no net loss of flood storage on the landscape.

Watershed District Policies or Standards Involved:

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

Water Quantity Considerations

The proposed stormwater management plan is sufficient to maintain 100-year flood storage on the landscape.

Water Quality Considerations

Short Term

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

Long Term

There are no long term water quality considerations.

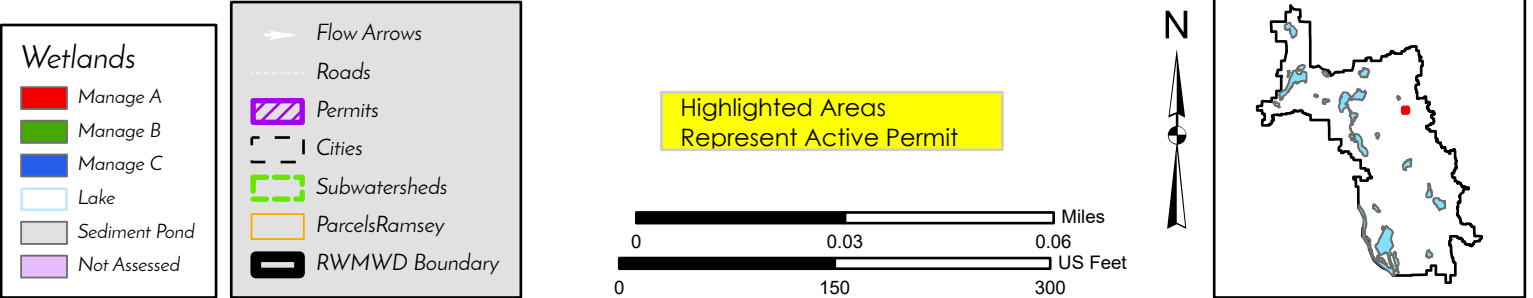
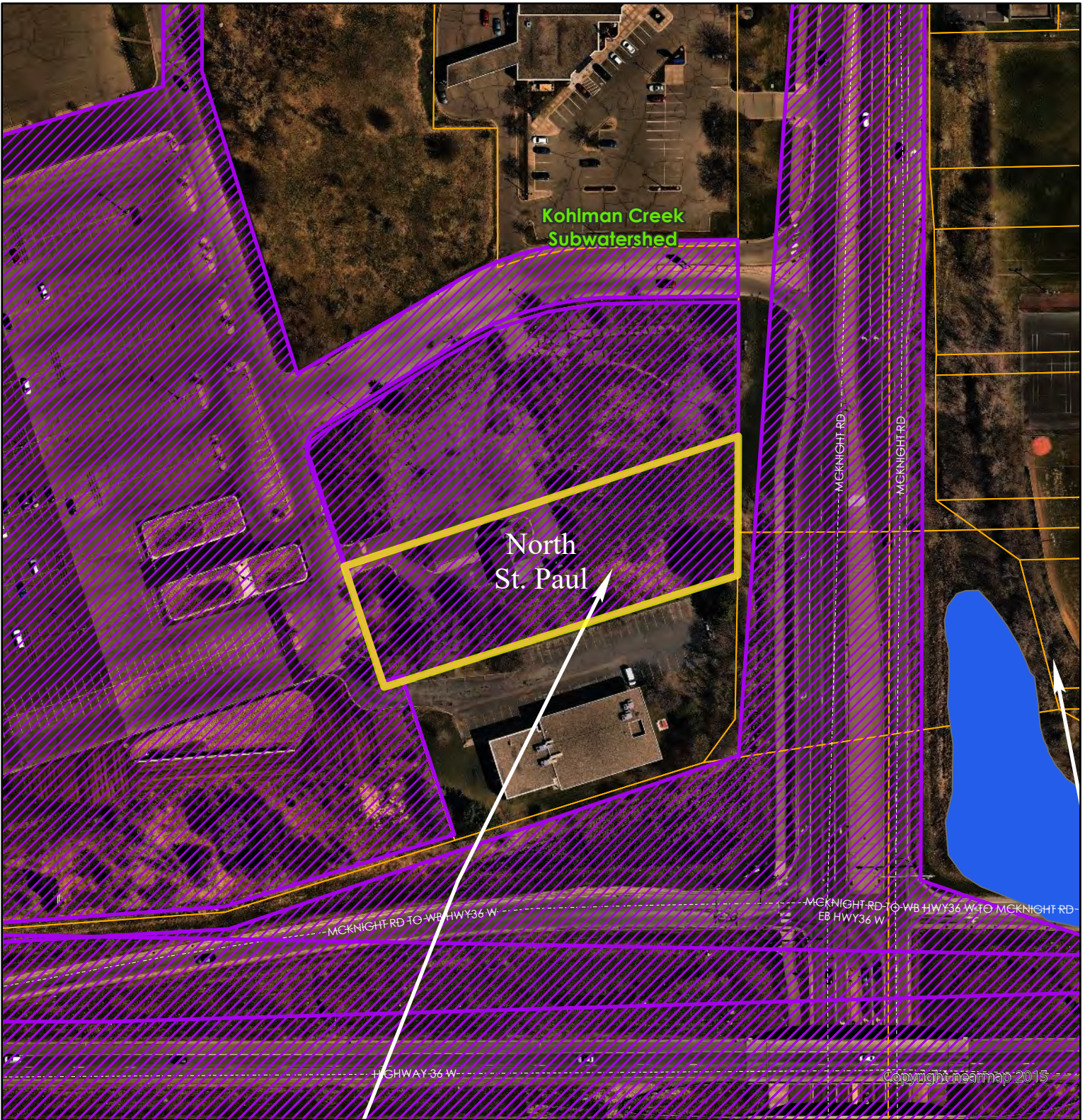
Staff Recommendation

Staff recommends approval of this permit with the special provisions.

Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan

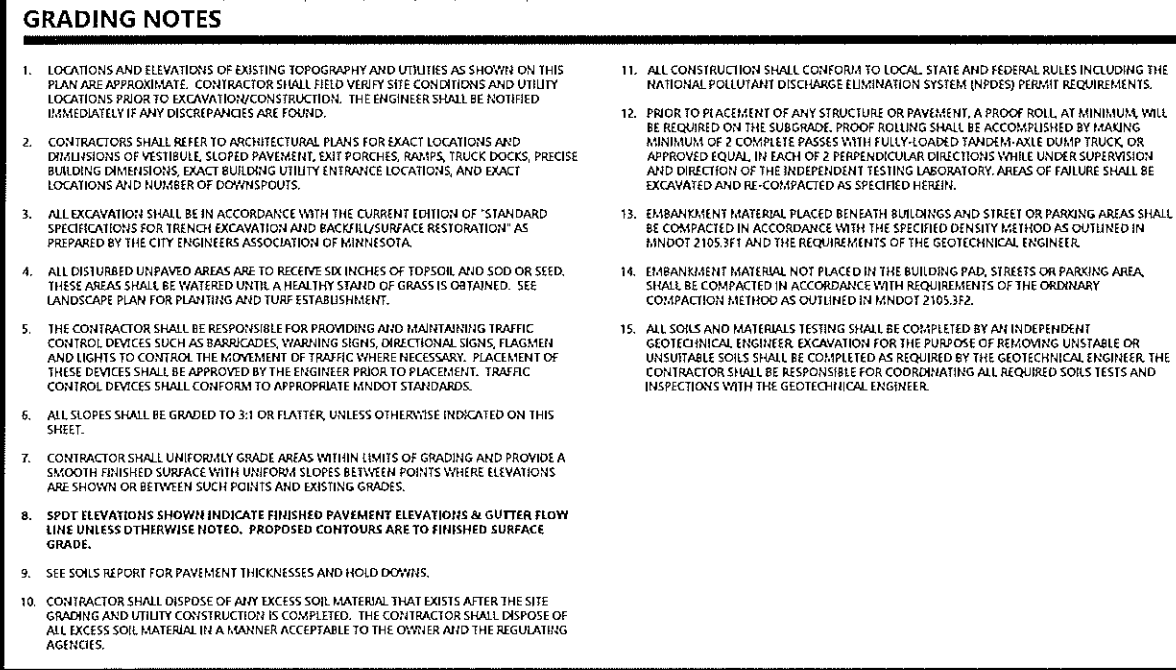
#23-28 Taco Bell North St. Paul



23-28

Special Provisions

1. The applicant shall submit the final, signed plans set.
2. The applicant shall submit contact information for the erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).



GENERAL EROSION CONTROL NOTES

1. THE CONTRACTOR IS SPECIFICALLY CAUTIONED THAT THE LOCATION AND/OR ELEVATION OF EXISTING UTILITIES AS SHOWN ON THESE PLANS ARE BASED ON RECORDS OF THE VARIOUS UTILITY COMPANIES AND LIMITED MEASUREMENTS TAKEN IN THE FIELD. THE INFORMATION SHALL NOT BE RELIED ON AS BEING EXACT OR COMPLETE. THE CONTRACTOR SHALL VERIFY EXISTING CONDITIONS PRIOR TO CONSTRUCTION AND NOTIFY THE OWNER OR ENGINEER OF DISCREPANCIES.
2. ALL SILT FENCE AND OTHER EROSION CONTROL FEATURES SHALL BE IN-PLACE PRIOR TO ANY EXCAVATION/CONSTRUCTION AND SHALL BE MAINTAINED UNTIL VISIBLE TURF OR GROUND COVER HAS BEEN ESTABLISHED. EXISTING SILT FENCE ON-SITE SHALL BE MAINTAINED AND OR REMOVED AND SHALL BE CONSIDERED INCIDENTAL TO THE GRADING CONTRACT. IT IS OF EXTREME IMPORTANCE TO BE AWARE OF CURRENT FIELD CONDITIONS WITH RESPECT TO EROSION CONTROL. TEMPORARY PONDING, DIKES, HAYBALES, ETC., REQUIRED BY THE CITY SHALL BE INCIDENTAL TO THE GRADING CONTRACT.
3. EROSION AND SILTATION CONTROL (ESC): THE CONTRACTOR SHALL ASSUME COMPLETE RESPONSIBILITY FOR CONTROLLING ALL SILTATION AND EROSION OF THE PROJECT AREA. THE CONTRACTOR SHALL USE WHATEVER MEANS NECESSARY TO CONTROL THE EROSION AND SILTATION INCLUDING BUT NOT LIMITED TO: CATCH BASIN INSERTS, CONSTRUCTION ENTRANCES, EROSION CONTROL BLANKET, AND SILT FENCE. ESC SHALL COMMENCE WITH GRADING AND CONTINUE THROUGHOUT THE PROJECT UNTIL ACCEPTANCE OF THE WORK BY THE OWNER. THE CONTRACTOR'S RESPONSIBILITY INCLUDES ALL IMPLEMENTATION AS REQUIRED TO PREVENT EROSION AND THE DEPOSITING OF SILT. THE OWNER MAY DIRECT THE CONTRACTOR'S METHODS AS DEEMED FIT TO PROTECT PROPERTY AND IMPROVEMENTS. ANY DEPOSITION OF SILT OR MUD ON NEW OR EXISTING PAVEMENT OR IN EXISTING STORM SEWERS OR SWALES SHALL BE REMOVED AFTER EACH RAIN EVENT. AFFECTED AREAS SHALL BE CLEANED TO THE SATISFACTION OF THE OWNER, ALL AT THE EXPENSE OF THE CONTRACTOR. ALL TEMPORARY EROSION CONTROL SHALL BE REMOVED BY THE CONTRACTOR AFTER THE TURF IS ESTABLISHED.
4. ALL STREETS DISTURBED DURING WORKING HOURS MUST BE CLEANED AT THE END OF EACH WORKING DAY. A CONSTRUCTION ENTRANCE TO THE SITE MUST BE PROVIDED ACCORDING TO DETAILS TO REDUCE TRACKING OF DIRT ONTO PUBLIC STREETS.
5. WHEN INSTALLING END-OF-LINE FLARED END SECTIONS, BRING THE SILT FENCE UP & OVER THE FLARED END SECTIONS & COVER DISTURBED AREAS WITH RIP RAP. THE UPSTREAM FLARED END SECTIONS SHALL HAVE WOOD FIBER BLANKET INSTALLED ON THE DISTURBED SOILS.
6. ALL UNPAVED AREAS ALTERED DUE TO CONSTRUCTION ACTIVITIES MUST BE RESTORED WITH SEED AND MULCH, SOD, EROSION CONTROL BLANKET OR BE HARD SURFACE WITHIN 2 WEEKS OF COMPLETION OF CONSTRUCTION.
7. THE SITE MUST BE STABILIZED PER THE REQUIREMENTS OF THE MPCA, NPDES, MNDOT, AND CITY.
 - A. TEMPORARY (LESS THAN 1-YEAR) SEED SHALL BE MNDOT SEED MIX 21-112 (FALL) OR 21-111 (SPRING/SUMMER) AT 100-POUNDS PER ACRE
 - B. INFILTRATION/FILTRATION BASIN SHALL BE MNDOT SEED MIX 34-262 AT 14.5-POUNDS PER ACRE.
 - C. POND SLOPES SHALL BE MNDOT SEED MIX 33-261 AT 35-POUNDS PER ACRE.
 - D. GENERAL SEEDING SHALL BE MNDOT SEED MIX 25-151 AT 70-POUNDS PER ACRE.
 - E. MULCH SHALL BE MNDOT TYPE 1 APPLIED AT 2-TONS PER ACRE
8. FOR AREAS WITH SLOPE OF 3:1 OR GREATER, RESTORATION WITH SOD OR EROSION CONTROL BLANKET IS REQUIRED.
9. ALL TEMPORARY STOCKPILES MUST HAVE SILT FENCE INSTALLED AROUND THEM TO TRAP SEDIMENT.
10. ALL CONSTRUCTION SHALL CONFORM TO LOCAL AND STATE RULES INCLUDING THE NATIONAL POLLUTANT DISCHARGE ELIMINATION SYSTEM (NPDES) PERMIT REQUIREMENTS.
11. THE SITE MUST BE KEPT IN A WELL-DRAINED CONDITION AT ALL TIMES. THE CONTRACTOR SHALL BE RESPONSIBLE FOR TEMPORARY DITCHES, PIPING OR OTHER MEANS REQUIRED TO INSURE PROPER DRAINAGE DURING CONSTRUCTION. LOW POINTS IN ROADWAYS OR BUILDING PADS MUST BE PROVIDED WITH A POSITIVE OUTFLOW.

EXISTING	PROPOSED	
		PROPERTY LINE
		INDEX CONTOUR
		INTERVAL CONTOUR
		CURB AND GUTTER
		STORM SEWER
		FLARED END SECTION (WITH RIPRAP)
		WATER MAIN
		SANITARY SEWER
		RIDGE LINE
		SILT FENCE
		TREE PROTECTION FENCE
		BIOTROLL
		ROCK CONSTRUCTION ENTRANCE
		EROSION CONTROL BLANKET
		INLET PROTECTION
		SPOT ELEVATION
		BACK AND FLOWLINE OF CURB
		FLOW DIRECTION
		EMERGENCY OVERFLOW

Call 48 Hours before digging:
811 or call811.com
Common Ground Alliance

[illegible]

PREPARED FOR:
BORDER FOODS, LLC
5425 BOONE AVE N
NEW HOPE, MN 55428

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

 KATHLEEN A. SCHROEDER
 DATE 10/20/2023 LICENSE NO. 43019

MCKNIGHT ROAD
TACO BELL
NORTH ST. PAUL, MN

Westwood

Phone (603) 937-5150
Fax (603) 937-5622
Tel. Free (888) 937-5150 www.westwood.com

Westwood Professional Services, Inc.

GRADING & EROSION CONTROL PLAN

SHEET NUMBER:

C300

DATE 10/20/2023

PROJECT NUMBER: 0045503.00

MCKNIGHT ROAD TACO BELL

Stewardship Grant Application Summary

Project Name: Little Canada Rain Garden Refurbish

Application Number: 23-49 CS

Board Meeting Date: 11/1/2023

Applicant Name: Bill Dircks

Residential ☐ **Commercial/Government** ☒

Project Overview:

This project is located off Noel Drive at the Little Canada City Hall entrance. The existing rain garden has become overrun with leafy spurge, thistle, and other aggressive species. Little Canada plans to work with a contractor to remove and treat the existing vegetation, bring in amended soils, and plant the basin with native species. Weed removal has already started and the remaining work will happen next spring. This project is eligible for 50% coverage up to \$15,000.

BMP type(s):

Native Habitat Restoration(1)

Grant Request:

\$6,000.00

Recommendation:

Staff recommends approval of this application.

Subwatershed:

Gervais Creek

Location Maps:



Consent Agenda Action Item

Board Meeting Date: November 1, 2023

Agenda Item No: 3E

Preparer: Tina Carstens, Administrator

Item Description: Change Order No. 3 for the Arbogast Underground Stormwater Filter Project

Background:

Change order 3 for the Arbogast Underground Stormwater Filter Project is attached. This change order will increase the contract price by \$8,617.22 and is due to a need to change product type for a pipe fitting.

The total contract price increase due to the three change orders is \$43,991.99 which is approximately 6% of the total contract price of \$733,922.50. The updated contract price is still within the estimated range of construction costs of \$681,000 - \$795,000 that were presented to the Board on March 29, 2023.

Applicable District Goal and Action Item:

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

Action Item: Implement retrofit water quality improvement projects.

Staff Recommendation:

Approve Change Order No. 3.

Financial Implications:

This change order increases this contract price by \$8,617.22.

Board Action Requested:

Approve Change Order No. 3.

Change Order No. 3
Ramsey-Washington Metro Watershed District
Arbogast Underground Stormwater Filter

DATE OF ISSUANCE: October 24, 2023

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

Contractor: Shoreline Landscaping & Contracting
29159 Ivywood Trail
Chisago City, MN 55013
Attn: Stephan McLafferty

Engineer: Barr Engineering Company
4300 MarketPointe Drive, Suite 200
Minneapolis, MN 55435
Attn: Erin Anderson Wenz

C.O.3.A F&I 18" PVC (C900) Gravity Storm Pipe Replacement

Description of Change:

The storm sewer leaving the underground filtration vault was originally specified to be a 18-inch Reinforced Concrete Pipe (RCP). However due to the pipe wall thickness of an 18-inch RCP, the design invert of the outlet pipe could not be achieved with the notch-out in the vault base slab without conflict with the reinforcing steel. The solution was to switch the 44-ft long segment of storm sewer from an 18-inch RCP to an 18-inch PVC pipe, which has a thinner wall thickness. The change in pipe product resulting in addition cost to the contractor due to the purchase and delivery of the PVC pipe to the site, the return of the unused RCP pipe for credit, and the removal of 8-ft length of RCP previously installed.

Change in Contract Time:

None (Substantial Completion Date is November 15, 2023)

Total Impact on Contract Price:

This results in an additional Lump Sum (L.S.) cost of **\$8,617.22**.

Attachments:

- Shoreline Change Order Request
- Invoice for 18 PVC C900

This Change Order No. 3
is:

Submitted By:
(ENGINEER)



Leslie DellAngelo, Project Engineer
Barr Engineering Company

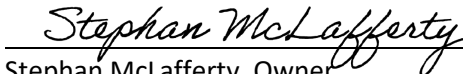
Date: October 24, 2023

Authorized By:
(OWNER)

Val Eisele, President
Ramsey-Washington Metro Watershed District

Date: _____

Approved By:
(CONTRACTOR)



Stephan McLafferty, Owner
Shoreline Landscaping and Contracting

Date: 10/25/2023



Shoreline Landscaping
29159 Ivywood Trail
Chisago City, MN 55013
651-257-2655
stephan@shorelinelandscaping.net

Project Name – Arbogast Underground Stormwater Filter

Change Order Agreement(s) to Project-

18" RCP to 18" PVC C900 - Vault Connection to MH-4 (29 linear ft)

Material - 44- linear ft of 18" PVC C900 (Only sold in 22' lengths) - \$5,160.22.

Labor - Install 29 Liner Feet 18" PVC Pipe - \$2,030.00

PVC Pick Up & Delivery – \$500.00

Uninstall 1 – 8' stick of RCP & Connection to Structure. Re-install PVC Pipe Connection to Structure - \$2,500.00

18" RCP Pipe Handling (Delivery to site & Delivery Return to Rinker) - \$800.00

Less 21' of 18" RCP billed out on Oct pay app - (\$2373.00) (8' was installed and uninstalled, non-refundable)

Total cost for changes for the project – \$8,617.22

Change order does not require a payment now. Adjustment in the contract price resulting in the Change Order will be made upon completion.

Acceptance of Change Order

By their signature below the Parties accept the change to the scope of the work, specifications, and prices as stated in this Change order. Shoreline Landscaping is authorized to begin work on the earliest available date.

Signature -



DUPLICATE
INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Invoice # T645302
Invoice Date 9/26/23
Account # 231478
Sales Rep JEREMY HANSON
Phone # 952-937-9666
Branch #230 Eden Prairie, MN
Total Amount Due \$5,160.22

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

SHORELINE LANDSCAPING
29159 IVYWOOD TRL
CHISAGO CITY MN 55013 9634

Shipped To:
CUSTOMER PICK-UP

CUSTOMER JOB- ARBOGAS ARBOGAST UNDERG

----- Thank you for the opportunity to serve you! We appreciate your prompt payment. -----

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice#
9/22/23	9/25/23	SEE BELOW	ARBOGAST UNDERG	ARBOGAS		WILL CALL	T645302

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
CUSTOMER PO#- 18" DR18 C900							
021818B22	18 PVC C900 DR18 PIPE (G) 22' BLU PC235	44	44		109.07000 FT		4,799.08
29APLQ	LUBE 1 QT F/WATER/SWR PIPE	1	1		N/C	EA	

Freight	Delivery	Handling	Restock	Misc
---------	----------	----------	---------	------

Subtotal:	4,799.08
Other:	.00
Tax:	361.14
Invoice Total:	\$5,160.22

Terms: NET 30
Ordered By: STEPHAN

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted.
To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>

* * * * *

Permit Program

* * * * *

Permit Application Coversheet

Date November 01, 2023

Project Name Woodbury Lake Road Trail

Project Number 23-25

Applicant Name Michael Hejna, City of Woodbury

Type of Development Linear

Property Description

This project is located along a section of Lake Road, from I-494 to Radio Drive in the City of Woodbury. The applicant is proposing to construct multi-use trail sections along the roadway to improve existing trail connections and regional access. The total site area in RWMWD is 2.32 acres, with the eastern portion of the project located in South Washington Watershed District (SWWD). A separate review and calculations are being completed for that portion and are not included in this permit. Due to utility and spatial constraints within the project corridor, an offsite filtration basin is proposed to meet stormwater treatment requirements per the District's alternative compliance sequencing. Filtration is being proposed in that location due to poor soils. Vegetated filter strips will be constructed adjacent to the proposed trail to provide rate control and water quality benefits. Three wetlands were delineated within the project corridor, two of which are located in RWMWD (#23-10 WCA). Under existing conditions the roadway does not meet District buffer requirements. A variance request is enclosed for board consideration. Areas of temporary buffer disturbance will be restored with a native seed mix, in addition to a proposed expanded buffer on the northeast boundary of Wetland 2. A portion of the project is located within the 100-year floodplain. The applicant has demonstrated that compensatory storage is being provided such that there is no net loss of flood storage on the landscape.

Watershed District Policies or Standards Involved:

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

Water Quantity Considerations

The proposed stormwater management and grading plans are sufficient to handle the runoff from the site and result in no net loss of 100-year flood storage on the landscape.

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. The proposed offsite BMP is located in the same subwatershed as the project area.

Staff Recommendation

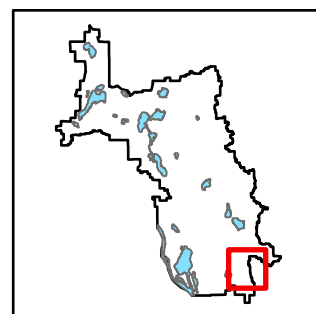
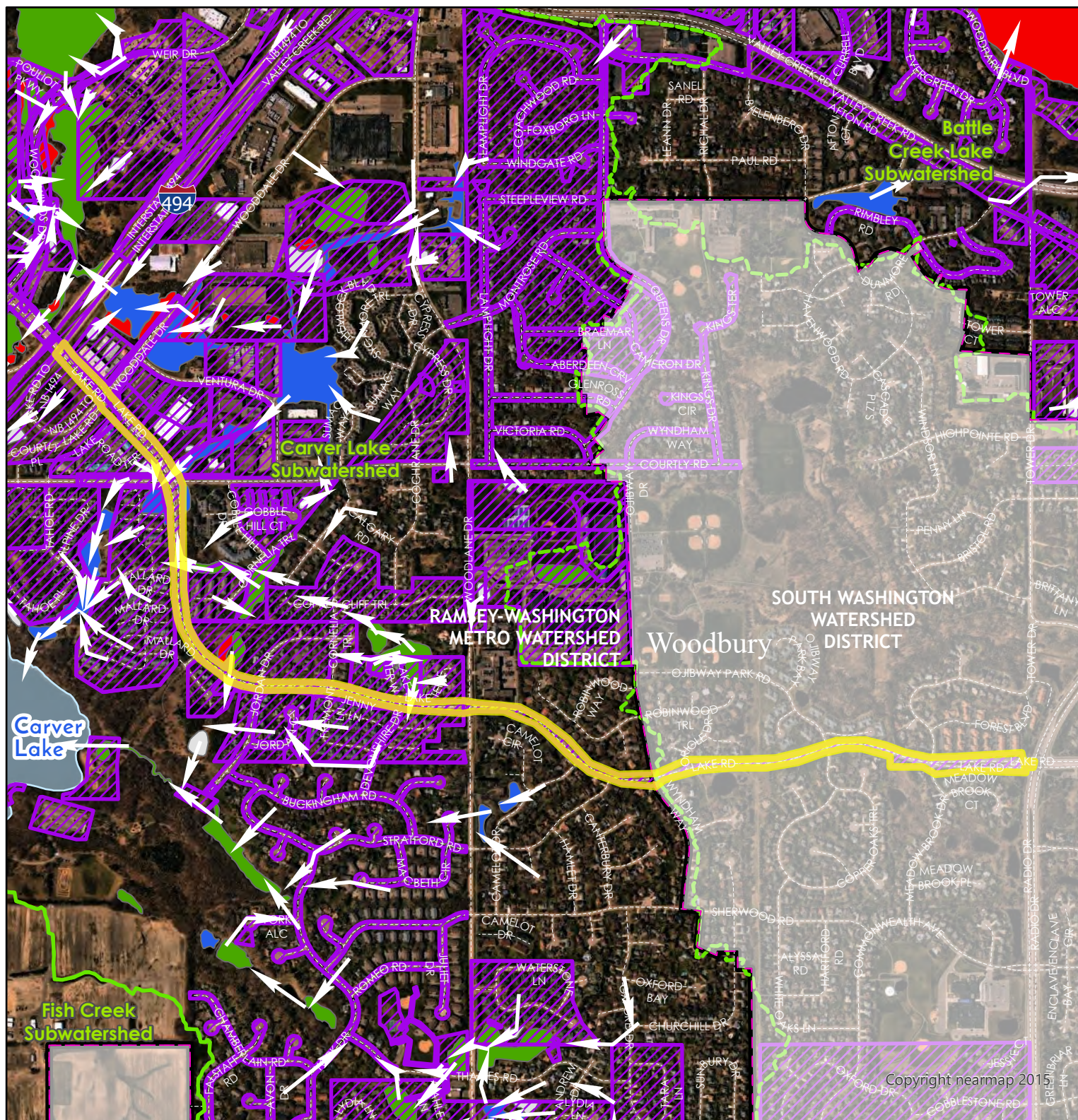
Staff recommends approval of this permit with the special provisions and variance request

(Rule E).

Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan

#23-25 Woodbury Lake Road Trail



Special Provisions

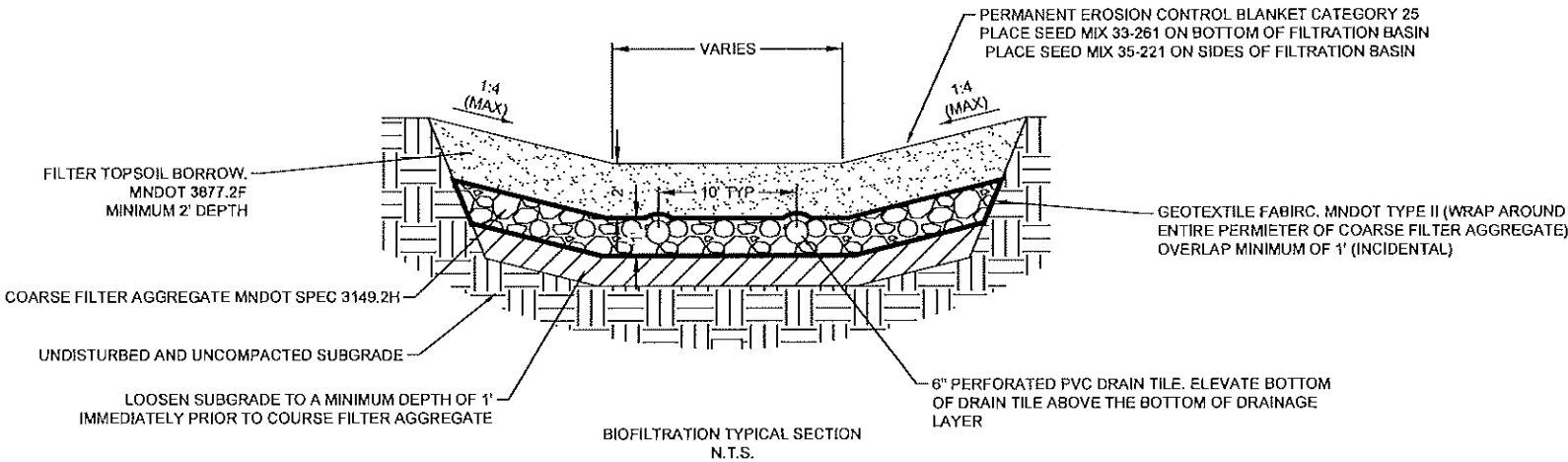
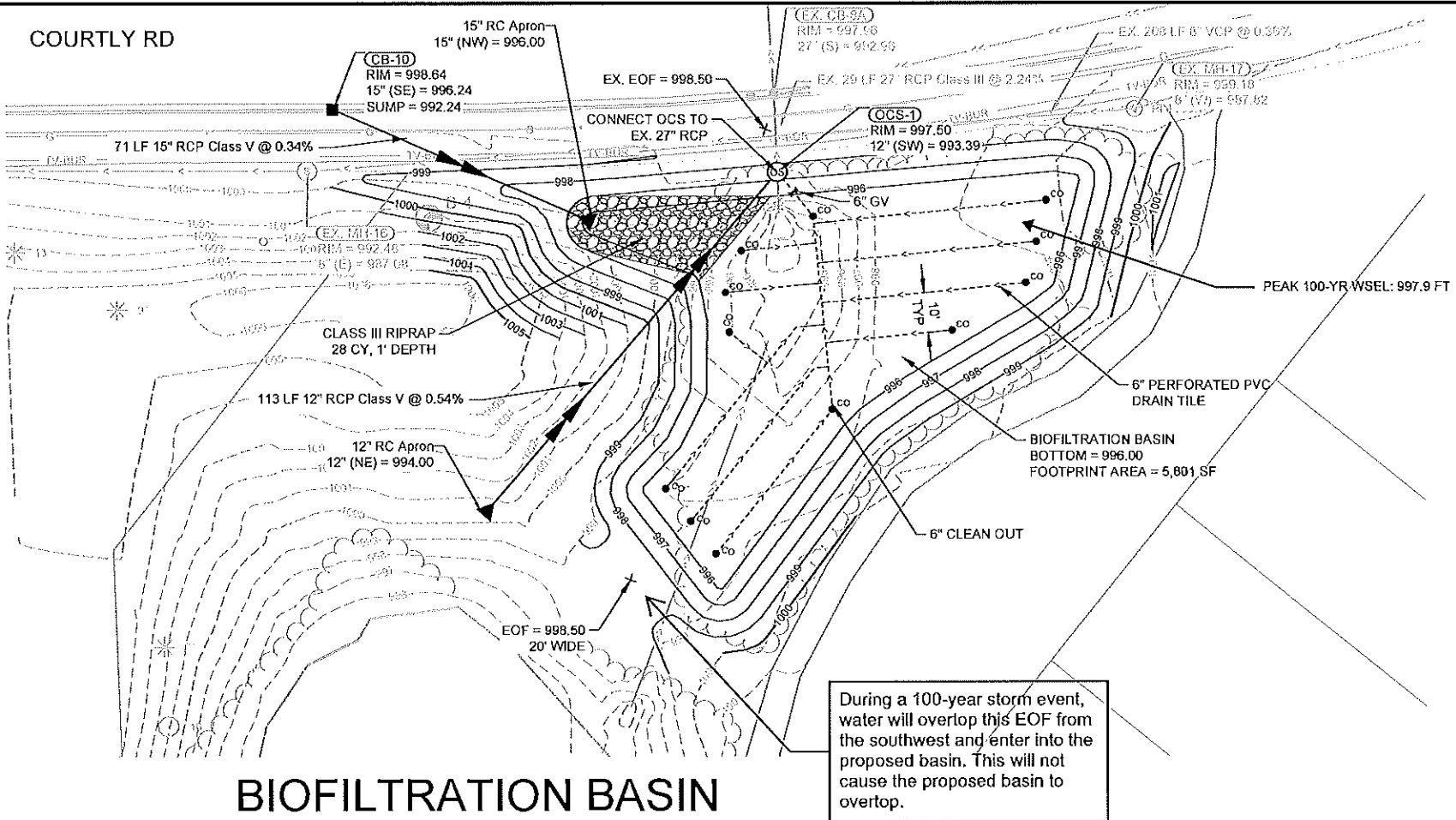
1. The applicant shall add notes to the plans:
 - A. Notify Nicole Maras, Ramsey-Washington Metro Watershed District, at 651-792-7976 prior to beginning construction activity to schedule an initial erosion control inspection of the project site.
2. The applicant shall submit the final, signed plans set.
3. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).
4. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.

SUGGESTED CONSTRUCTION SEQUENCING:

1. REVIEW SWPPP AND ITS REQUIREMENTS PRIOR TO ANY SITE WORK.
2. INSTALL APPROPRIATE TEMPORARY EROSION CONTROL DEVICES TO PREVENT SEDIMENT FROM LEAVING OR ENTERING THE PRACTICE DURING CONSTRUCTION.
3. ALL DOWN-GRADIENT PERIMETER SEDIMENT CONTROL BMPs MUST BE IN PLACE BEFORE ANY UP GRADIENT LAND DISTURBING ACTIVITY BEGINS.
4. PERFORM CONTINUOUS INSPECTIONS OF EROSION CONTROL PRACTICES, ESPECIALLY AFTER EACH RAINFALL EVENT.
5. INSTALL ALL UTILITIES (WATER, SANITARY SEWER, ELECTRIC, GAS, PHONE, FIBER, ETC.) PRIOR TO SETTING FINAL GRADE OF BIOFILTRATION DEVICE.
6. ROUGH GRADE THE SITE, IF BIOFILTRATION AREAS ARE BEING USED AS TEMPORARY SEDIMENT BASINS DURING CONSTRUCTION. LEAVE A MINIMUM OF 1 FT OF COVER OVER THE PRACTICE TO PROTECT THE UNDERLYING SOILS FROM ACCUMULATING SEDIMENT.
7. COMPLETE, STABILIZE, AND VEGETATE ALL OTHER SITE IMPROVEMENTS.
8. COORDINATE INFILTRATION TESTING, INCIDENTAL TO BIOFILTRATION SYSTEM.
9. CONSTRUCT AND VEGETATE BIOFILTRATION DEVICE FOLLOWING STABILIZATION OF CONTRIBUTING DRAINAGE AREA. ENSURE THAT CRITICAL ELEVATIONS, TOP OF MEDIA AND EMERGENCY OVERFLOW, ARE CORRECT.
10. REMOVE TEMPORARY EROSION CONTROL DEVICES AFTER THE CONTRIBUTING DRAINAGE AREA IS ADEQUATELY VEGETATED.

GENERAL NOTES

1. IN THE EVENT SEDIMENT IS INTRODUCED INTO THE BMP DURING OR IMMEDIATELY FOLLOWING EXCAVATION, THIS MATERIAL SHALL BE REMOVED PRIOR TO CONTINUING CONSTRUCTION STRIP TOPSOIL, AS DIRECTED BY THE ENGINEER, WITHIN BIOFILTRATION BASIN AND BERM AREA, PAID FOR AS COMMON EXCAVATION.
2. NO EQUIPMENT WILL BE ALLOWED TO SIT IN OR DRIVE ON BOTTOM OF THE BIOFILTRATION BASIN. DURING CONSTRUCTION SCARIFICATION AND EXCAVATION TO HAPPEN FROM TOP OF BANKS.
3. SCARIFY SOILS A MIN OF 1' BELOW BOTTOM OF BIOFILTRATION BASIN.
4. DRAIN TILE SHALL BE SLOPED AT A MIN. OF 0.5%.
5. SEE MINNESOTA STORMWATER MANUAL FOR SUBGRADE PREPARATION.



SEH Project
Drawn By
Designed By
Checked By

170629
ACB
ACB
CES

Rev.#

Revision Issue
Description

Date

Rev.#

Revision Issue
Description

Date



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

DATE XX.XX.XX

CHAD E. SETTERHOLM, PE
LICENSE NO. 40913

2023 TRAIL IMPROVEMENTS
WOODBURY, MINNESOTA

BIOFILTRATION BASIN

X

of 80



MEMORANDUM

TO: Ransey-Washington Metro WD

FROM: Alec Babin, SEH

DATE: August 24, 2023

RE: Wetland Buffer Variance Request
Woodbury, Lake Road Trail Improvement Project
SEH No. 170629

Introduction

The City of Woodbury is proposing to install a trail on the North and East side of Lake Rd from Wooddale Dr to Woodlane Dr. This Memorandum summarized SEH's request for a Rule E wetland buffer variance exemption for wetland buffer impacts made along the trail. The 37.5 ft buffer minimum is unable to be met around Wetland 2 due to site constraints limiting the potential for alternative alignments. The project site is located in Sections 18 & 20 in Township 28 North, Range 21 West in Woodbury, Minnesota, Washington County. The location of Wetland 2 is approximately 400' Northwest of the intersection of Lake Rd and Jordan Dr.

Project Overview

The project corridor was delineated on May 15th, 2023. A WCA notice of decision approving the wetland boundaries and types was sent on July 18th, 2023 (Attachment A). Per the boundary and type decision, the wetland referred to in this variance request is identified as Wetland 2.

Purpose and Need

The primary purpose of the trail is to provide safety for pedestrian traffic, limiting the need for pedestrians to cross the road in a busy Lake Rd corridor. Lake Rd is considered as an A-Minor expander roadway that carries high volumes of regional traffic. This warrants a multi-use off street trail to exist along both sides of the roadway. Currently, trail segments exist only on one side of the roadway.

Incorporating the trail into the Lake Rd corridor will also align with Woodbury's Bicycle and Pedestrian Plan that was adopted in August of 2022. The plan aims to provide safe and efficient movement of people and goods throughout the city to meet the projected travel demands for all modes of transport. It also aims to support a multi-modal approach to allow alternative modes of travel for pedestrians and bicycle traffic. The city plan refers to Lake Rd as a primary road with sections of the corridor considered as uncomfortable to pedestrians and bike traffic. Incorporating the trail will help complete the city's plan and increase safety for its citizens.

The proposed trail will be installed adjacent to Wetland 2, with a 4 ft boulevard, sloped towards the roadway, to ensure a low impact implementation of the trail without direct impact on the wetland. Given the existing site conditions, this is the only alignment that will allow an effective route without the need for pedestrians to cross the roadway.

Engineers | Architects | Planners | Scientists

Short Elliott Hendrickson Inc., 3535 Vadnais Center Drive, St. Paul, MN 55110-3507

651.490.2000 | 800.325.2055 | 888.908.8166 fax | sehinc.com

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Wetland Buffer Impacts

Per the districts management plan, Wetland 2 has been classified as Manage A and requires an average buffer width of 75 ft. For Wetland 2, the permanent and temporary impacts to the existing wetland buffer due to the trail improvements total 13,259 sq ft, with 9,364 sq ft of permanent impact and 3,895 sq ft of temporary impact.

A proposed wetland buffer can be seen in Figure 1. This proposal will replace all permanent impacts due to the trail construction, with 9,517 sq ft of buffer added on the Northwest side of Wetland 2. The post project Wetland 2 buffer will total 13,412 sq ft, with 9,517 sq ft of replaced buffer and 3,895 sq ft of restored temporary impacts.

Comparing the total Wetland 2 impacts of 13,259 sq ft and the proposed Wetland 2 buffer of 13,412 sq ft, this proposal will create a surplus of 153 sq ft of buffer.

Buffer Restoration

Areas of temporary buffer disturbance shall be restored in accordance with Rule E 3(d)(7). The native seed mix 34-261 will be used for all disturbed areas. Soils compacted due to construction actions will be loosened to a depth of at least (5) inches prior to seeding.

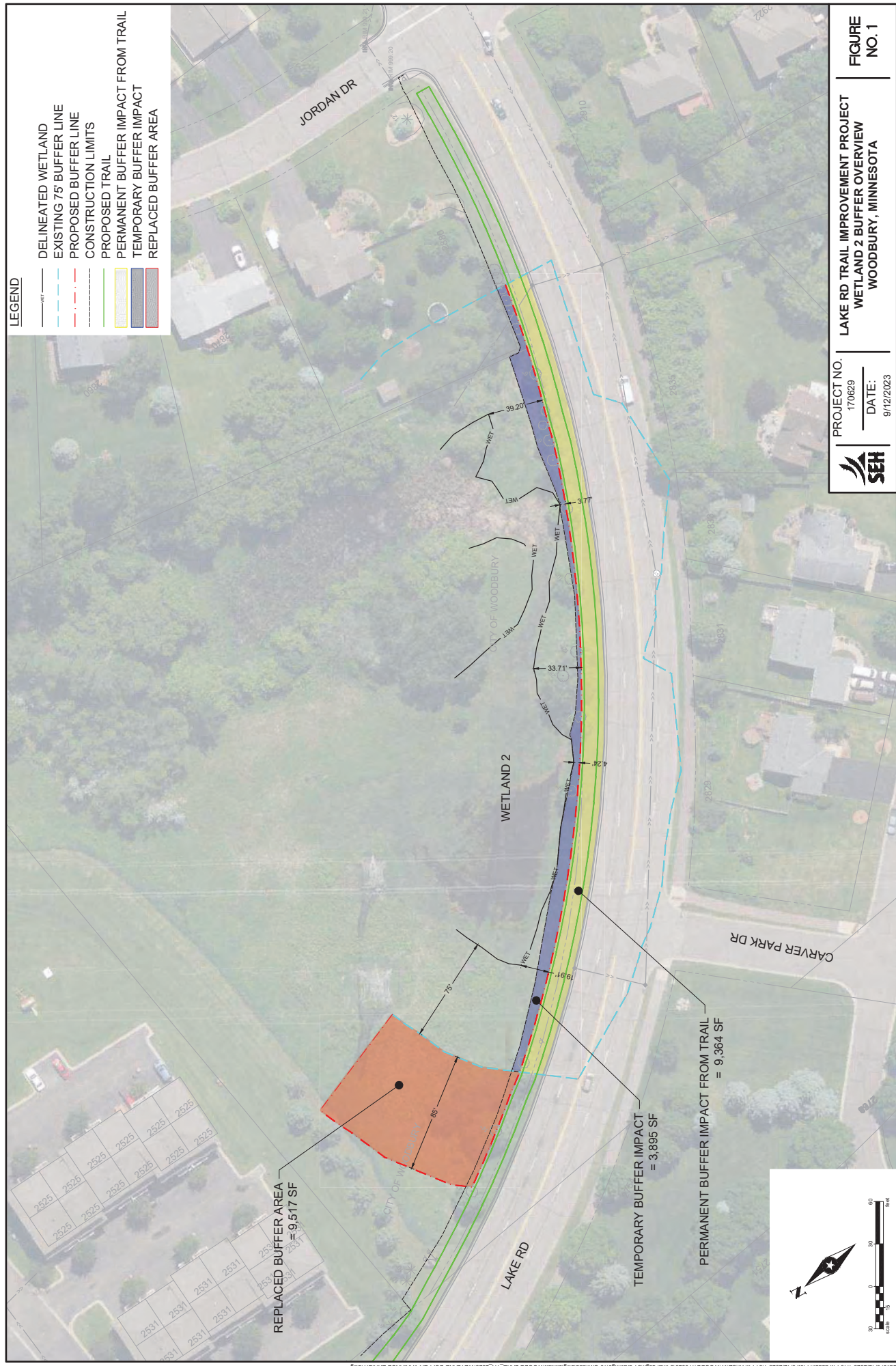
Contact

Please contact Alec Babin directly with any questions at 651.500.8107 or via email at ababin@sehinc.com.

Attachments

Figure 1 – Wetland 2 Buffer Overview

Attachment A – WCA Boundary and Type NOD



Minnesota Wetland Conservation Act Notice of Decision

Local Government Unit: Ramsey-Washington Metro Watershed District (RWMWD)	County: Washington
Applicant Name: Michael Hejna (City of Woodbury) Applicant Representative: Luke Menden (SEH)	
Project Name: Lake Road Trail LGU Project No. (if any): 23-10 WCA	
Date Complete Application Received by LGU: 6/9/2023	
Date of LGU Decision: 7/18/2023	
Date this Notice was Sent: 7/18/2023	

WCA Decision Type - check all that apply

<input checked="" type="checkbox"/> Wetland Boundary/Type <input type="checkbox"/> Sequencing <input type="checkbox"/> Replacement Plan <input type="checkbox"/> Bank Plan (not credit purchase) <input type="checkbox"/> No-Loss (8420.0415) <input type="checkbox"/> Exemption (8420.0420)	
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H	Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9

Replacement Plan Impacts (replacement plan decisions only)

Total WCA Wetland Impact Area:
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits:
Bank Account Number(s):

Technical Evaluation Panel Findings and Recommendations (attach if any)

<input type="checkbox"/> Approve <input checked="" type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny <input type="checkbox"/> No TEP Recommendation
<p>TEP members Nicole Soderholm (RWMWD- LGU), Jay Riggs (Washington Conservation District), and Ben Meyer (BWSR) completed a field review of the site on 7/13/23 with Luke Menden (SEH). The TEP requested that:</p> <ul style="list-style-type: none"> - Wetland 2 type be changed from a Type 3 to a Type 3/2. - Wetland 3 type be changed from a Type 5 to a Type 5/3. - The Area of Investigation (AOI) be updated to include the entirety of Wetland 3.

LGU Decision

<input type="checkbox"/> Approved with Conditions (specify below) ¹ List Conditions:	<input checked="" type="checkbox"/> Approved ¹	<input type="checkbox"/> Denied
Decision-Maker for this Application: <input checked="" type="checkbox"/> Staff <input type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other:		
Decision is valid for: <input checked="" type="checkbox"/> 5 years (default) <input type="checkbox"/> Other (specify):		

¹ *Wetland Replacement Plan approval is not valid until BWSR confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision¹.

☐ Attachment(s) (specify):

☒ Summary: **Luke Menden submitted an updated delineation report to sufficiently address TEP comments on 7/13/23.**

Note: The eastern portion of the project area is located in SWWD. On 6/23/23, RWMWD received a written request from Jay Riggs, on behalf of South Washington Watershed District (SWWD), to assume all LGU authority for this application –therefore, this decision applies to all wetlands delineated in the report.

¹ Findings must consider any TEP recommendations.

Attached Project Documents

☐ Site Location Map ☒ Project Plan(s)/Descriptions/Reports (specify): **See associated Dropbox link (due to file size)**

Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator
Minnesota Board of Water & Soils Resources
520 Lafayette Road North
St. Paul, MN 55155
travis.germundson@state.mn.us

Does the LGU have a local appeal process applicable to this decision?

☐ Yes¹ ☒ No

¹If yes, all appeals must first be considered via the local appeals process.

Local Appeals Submittal Requirements (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

Notice Distribution (include name)

Required on all notices:

☒ SWCD TEP Member: **Jay Riggs (Washington Conservation District)** ☒ BWSR TEP Member: **Ben Meyer**

☐ LGU TEP Member (if different than LGU contact):

☒ DNR Representative: **Kelly Pharis**

☒ Watershed District or Watershed Mgmt. Org.: **Matt Moore/John Loomis (SWWD)**

☒ Applicant (notice only): ☒ Agent/Consultant (notice only):

Optional or As Applicable:

☒ Corps of Engineers: **Benjamin Bejcek**

☐ BWSR Wetland Mitigation Coordinator (required for bank plan applications only):

☐ Members of the Public (notice only): ☒ Other: **Mary Fitzgerald (RWMWD)**

Signature:

Nicole Maras

Date:

7/18/2023

This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.



RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

MEMORANDUM

Date: November 1, 2023

To: Board of Managers and Staff

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

Subject: October Enforcement Action Report

During October 2023:

Number of Violations:	23
Install/Maintain Inlet Protection	1
Install/Maintain Perimeter Control	7
Install/Maintain Construction Entrance	2
Sweep Streets	2
Stabilize Exposed Soils	3
Contain Liquid/Solid Wastes	2
Remove Discharged Sediment	2
General Permit Requirements	4

Activities and Coordination Meetings:

Active permit site monitoring and inspections, permitting assistance to private developers and public entities, Wetland Conservation Act (WCA) administration & procedures, new permit review with Barr Engineering, vegetation establishment inspections, initial erosion control walk-throughs at new permit sites, onsite BMP maintenance education, underground BMP inspections with Barr Engineering, Water Resources Conference with a presentation on RWMWD BMP Inspection program, RWMWD DEIA workgroup meeting, Board/CAC Tour, Owasso shoreline planting assistance, wetland inventory meeting with Barr, meeting with District attorney re: active permit project, wetland buffer meeting with City of Roseville, U of M Erosion and Stormwater Advisory Board meeting

Single Lot Residential Permits Approved by Staff:

None

Permits Closed:

21-19 KMSP Tower Guy Anchor (Shoreview)

Site updates:

23-17 The Heights Phase I (St. Paul; public project)

On October 10th, staff discovered a sediment-laden pond across the street from The Heights project off Larpenteur and McKnight. The site was notified of the offsite impact and given necessary next steps to resolve the issue. These steps include finding the source of flow to the pond from the site and stopping it, installing more robust practices throughout the site to prevent sediment-laden water from occurring, and reporting the discharge to the MPCA Duty Officer. Staff revisited the site on October 13th during a rain event to check on site conditions and found that turbid water



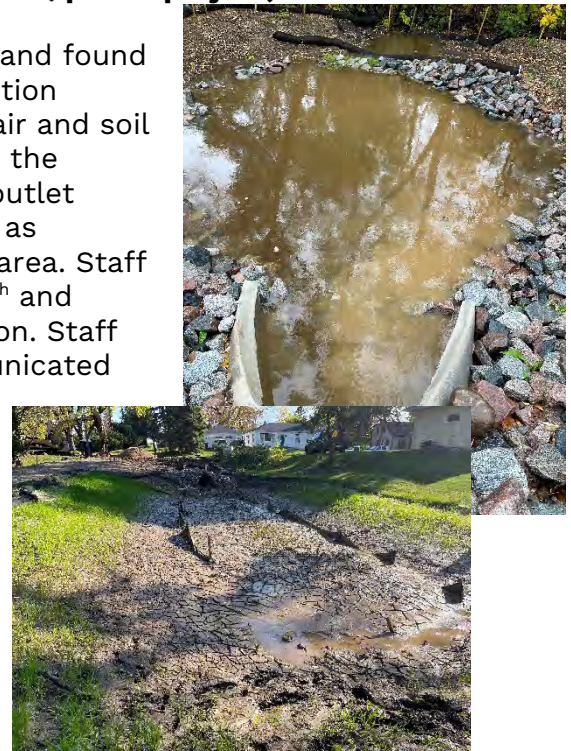
still persisted in the offsite pond. Site contractors explained there are unmarked/unlocated plastic perforated drintile throughout the golf course that were installed many years ago that they are trying to locate and remove. They believe these unknown drintile could be a source of the problem. Staff explained that more efforts were needed from the site to find these drintile outlets and cap them, to prevent any additional offsite impacts. Communication is ongoing between RWWMD and The Heights to remedy the situation, in addition to increasing street sweeping and maintaining a section of silt fence onsite. An onsite meeting is scheduled with District staff, the contractor, the new project engineering consultant, and SPPA staff on Monday (10/30).

23-02 Caretta Assisted Living (Maplewood; private project)

Staff conducted an inspection on October 20th and discovered missing and improperly installed perimeter control adjacent to Kohlman creek. This had been a repeated problem at the site. District staff gave until the end of the work day on October 20th for the site to make necessary repairs, otherwise a stop work order would be issued. A stop work order requires all work to stop on a site until necessary erosion and sediment control repairs are made. Contractors made necessary repairs to avoid the stop work order. Future RWMWD inspections will be accompanied by the site's contactor to ensure all requirements are fully understood and executed in a more timely fashion.

23-15 Maplewood Myrtle-Sterling 2023 SIP (Maplewood; public project)

Staff completed a routine inspection on October 10th and found several items needing attention including inlet protection maintenance, street sweeping, perimeter control repair and soil stabilization. Staff also communicated to contractors the importance of monitoring the infiltration basins and outlet location at Hillside Park with a forecasted rain event, as sediment loading had been an observed issue in this area. Staff revisited the site during the rain event on October 13th and discovered turbid water leaving the site at this location. Staff contacted project personnel immediately and communicated that a stop work order would be issued if the offsite impact was not resolved promptly. Many conversations occurred in the following days including a meeting between District staff and the City of Maplewood. The site implemented necessary practices to prevent the stop work order from occurring. Extensive infiltration basin repair work will be needed due to the sediment loading that occurred to the BMPs. Paving with curb and gutter is expected at the end of October, which should help with this problematic location.



23-08 Little Canada 2023 SIP (Little Canada; public project)

Significant work has been completed in the month of October on the Twin Lake Boulevard reconstruction project. This work includes installation of curb and gutter, paving the sidewalk and roadway, completing the filtration basins, and stabilizing all disturbed soil throughout the site. Staff will monitor the site to ensure vegetation establishes uniformly and to assess the functionality of all 3 filtration basins.



22-28 Pioneer Commons (Little Canada; private project)

A routine inspection on October 12th revealed that many erosion and sediment control items were being unmaintained on the site, most notably a lack of perimeter control and extensive sediment tracking on paved surfaces. Staff communicated findings to the site immediately, as an impending rain event was expected on October 13th. The site verified that improvements would be made by the end of the day. Staff revisited the site the following week and found that all necessary repairs had been made to the site. Staff will continue regular inspections through the duration of construction.



* * * * *

Stewardship Grant Program

* * * * *

Stewardship Grant Program Budget Status Update

November 1, 2023

Homeowner	Coverage	Number of Projects: 29	Funds Allocated
Habitat Restoration and rain garden w/o hard surface drainage	50% Cost Share \$15,000 Max	18	\$60,684**
Rain garden w/hard surface drainage, pervious pavement, green roof	75% Cost Share \$15,000 Max	9	\$96,789
Master Water Steward Project	100% Cost Share \$15,000 Max	1	\$11,500
Shoreland Restoration	100% Cost Share \$15,000 Max	1	\$15,000

Commercial, School, Government, Church, Associations, etc.	Coverage	Number of Projects: 21	Funds Allocated
Habitat Restoration	50% Cost Share \$15,000 Max	4	\$26,396*
Shoreland Restoration (below 100-year flood elevation w/actively eroding banks)	100% Cost Share \$100,000 Max	2	\$139,907
Priority Area Projects	100% Cost Share \$100,000 Max	4	\$264,154
Non-Priority Area Projects	75% Cost Share \$50,000 Max	0	\$0
Public Art (\$50,000 Reserved)	50% Cost Share \$15,000 Max/Project	4	\$6,250
Aquatic Veg Harvest/LVMP Development	50% Cost Share \$15,000 Max	2	\$27,000
Enhanced Street Sweeping (\$128,000 Reserved)	Varies	5	\$128,000

Maintenance	50% Cost Share \$7,500 Max for 5 Years	73	\$52,650**
Consultant Fees			\$92,285.85
Total Allocated			\$884,347.10

*includes funds to be approved at current board meeting

**includes staff approvals since previous board meeting

2023 Stewardship Grant Program Budget	
Budget	\$1,128,000
Total Funds Allocated	\$920,615.85
Total Available Funds	\$207,384.15

* * * * *

Action Items

* * * * *

Request for Board Action

Board Meeting Date: November 1, 2023

Agenda Item No: 7A

Preparer: Tina Carstens, Administrator

Item Description: Pioneer Park Reuse Project Bid Award

Background:

At the October 4, 2023 meeting, the board was presented with the plans and cost estimate for the Pioneer Park Reuse Project. The board directed staff to finalize the design and bidding documents and solicit bid proposals. The engineer's opinion of probable cost for this project was \$692,000. The project was planned through our Targeted Retrofit program and will be funded through this project fund.

The bid opening occurred on October 23, 2023. The results are attached. The managers should consider awarding this project to the lowest responsive and responsible bidder.

Applicable District Goal and Action Item:

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

Action Item: Implement retrofit water quality improvement projects.

Staff Recommendation:

Staff recommends the board award the project to the recommended responsive and responsible bidder.

Financial Implications:

This project will be funded from the district's Targeted Retrofit Fund where there are sufficient funds available.

Board Action Requested:

Accept the bids and award the Pioneer Park Reuse project to Peterson Companies. Direct staff to prepare and mail the notice of award and prepare the agreements, and review the required submittals.

Memorandum

To: RWMWD Board of Managers
From: Jennifer Koehler
Subject: Pioneer Park Stormwater Reuse Project - Recommendation to Award Project
Date: October 25, 2023
c: Paige Ahlborg and Tina Carstens

Originally identified as part of a 2021 planning study for Ramsey County, the purpose of the Pioneer Park stormwater reuse project is to offset groundwater usage for irrigation purposes and reduce downstream pollutant loading by reusing stormwater for irrigation. Pioneer Park is located at 2950 Centerville Rd. in the City of Little Canada (City) and the Ramsey Washington Metro Watershed District (RWMWD) is working in partnership with the city to implement this project through the district's Targeted Retrofit program.

The RWMWD Board of Managers authorized bidding for these projects' construction at their October 2023 meeting. Following the Board's authorization, the project was bid for just over two weeks between October 6 through October 23, 2023. An advertisement for bid was circulated in local publications and on Quest Construction Data Network (CDN). Bids were opened on October 23, 2023 at a virtual bid opening. Five bids were received and are listed below in Table 1.

Table 1. Summary of Bids Received for the Pioneer Park Stormwater Reuse Project

Bidder	Total Base Bid Entered on the Bid Form
Peterson Companies	\$458,195.44
Shoreline Landscaping & Contracting	\$565,401.00
Pember Companies, Inc.	\$571,850.20
Blackstone Contractors LLC	\$614,790.79
Urban Companies	\$658,070.00
Engineer's opinion of probable cost was \$692,000 (including 10% contingency)	

Peterson Companies has installed several similar stormwater reuse systems in the Twin Cities metropolitan area. Barr staff have followed-up with Peterson Companies regarding their low bid and they have confirmed they are comfortable with their current bid price.

Peterson Companies have met the bidding requirements and will be considered the apparent lowest responsible and responsive bidder and Barr will recommend that the RWMWD Board of Managers:

- Consider a motion that awards the project to Peterson Companies at the bid price of \$458,195.44 and directs staff to request the required bonds and insurance information and execute the contract for the work.
- Once the necessary submittals are received and reviewed, and the contract is signed by all parties, a required preconstruction meeting will be held and a formal "Notice-to-Proceed" will be issued.

Next Steps

If the Board of Managers approves the motion the following would be completed:

- An Authorized Representative signs the Notice of Award to be sent to the successful bidder
- Successful bidder provides the following information:
 - Fully executed Form of Agreement
 - Performance Bond and Payment Bond
 - Certificate of Insurance verifying adequate insurance per the bidding documents
- Barr and Galowitz-Olsen will review the submittals and, if necessary, request modifications
- Barr will coordinate with the successful bidder regarding the construction schedule and schedule a preconstruction meeting
- The Form of Agreement will be signed by all parties
- Notice to Proceed is anticipated to be issued in December at or short after the preconstruction meeting. The goal will be to start the pump and treatment system procurement process this year as there is an anticipated 6 month lead time. Peterson anticipates beginning construction in Spring 2024.
- All work shall be substantially completed by July 31, 2024, with plant warranty extending one year after plantings are approved.

Request for Board Action

Board Meeting Date: November 1, 2023

Agenda Item No: 7B

Preparer: Tina Carstens, Administrator

Item Description: Roosevelt Homes Targeted Retrofit Project Bid Award

Background:

At the September 6, 2023 meeting, the board was presented with the plans and cost estimate for the Roosevelt Homes Targeted Retrofit Project. The board directed staff to finalize the design and bidding documents and solicit bid proposals. The engineer's opinion of probable cost for this project was \$130,000. The project was planned through our Targeted Retrofit program and will be funded through this project fund.

The bid opening occurred on October 19, 2023. The results are attached. The managers should consider awarding this project to the lowest responsive and responsible bidder.

Applicable District Goal and Action Item:

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

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

Staff Recommendation:

Staff recommends the board award the project to the recommended responsive and responsible bidder.

Financial Implications:

This project will be funded from the district's Targeted Retrofit Fund where there are sufficient funds available.

Board Action Requested:

Accept the bids and award the Pioneer Park Reuse project to Fitzgerald Excavating and Trucking, Inc. Direct staff to prepare and mail the notice of award and prepare the agreements, and review the required submittals.

Memorandum

To: RWMWD Board of Managers
From: Marcy Bean, Matt Metzger and Brandon Barnes
Subject: Roosevelt Homes Stormwater Improvements Phase 1 - Recommendation to Award Project
Date: October 24, 2023
c: Paige Ahlborg and Tina Carstens

The purpose of RWMWD's Targeted Retrofit program is to design, provide bid assistance for, and oversee the construction of BMP retrofits on previously identified properties throughout the district. In 2023, RWMWD staff and Barr Engineering Co. (Barr) have supported the design of stormwater improvements at Roosevelt Homes in St. Paul.

Roosevelt Homes is a 23-acre multi-family public housing development owned and operated by St. Paul Public Housing Agency. The area experiences flooding which impacts the maintenance facility located on the lower level of the Roosevelt Community Center as well as public spaces and resident parking lots on the property.

This first phase of construction adds flood storage volume to an existing dry basin and creates a new basin where ash trees are being removed from the site adjacent to Ames Avenue.

Subsequent phases of work are planned for 2024, will include permanent vegetation at the newly constructed basins and conversion of turf into native plantings. Additional improvements to overland flow routes on the property are also planned for 2024.

A concurrent project by the City of St. Paul in Sackett Park will also provide additional flood risk mitigation benefit to Roosevelt Homes.

The RWMWD Board of Managers authorized bidding for phase one of Roosevelt Homes construction at their September 6, 2023 meeting. Following the Board's authorization, the project was bid for two weeks between October 4 and October 18 to select contractors. Bids were opened on October 18, 2023 at a virtual bid opening. Three bids were received and are listed in Table 1.

Table 1. Summary of Bids Received for Roosevelt Homes Stormwater Improvements

Bidder	Total Base Bid Entered on the Bid Form
Fitzgerald Excavating	\$ 69,626.50
Peterson Companies	\$ 99,601.58
Shoreline Landscaping	\$102,925.00
Engineer's opinion of probable cost was \$130,000 at the September Board Meeting.	

RWMWD staff has had good experiences working with Fitzgerald Excavating on projects of similar scale and scope. Fitzgerald Excavating has met the bidding requirements and is considered the apparent lowest responsible and responsive bidder and Barr recommends that the RWMWD Board of Managers:

- Consider a motion that awards the project to Fitzgerald Excavating at the bid price of \$69,626.50 and directs staff to request the required bonds and insurance information and execute the contract for the work.
- Once the necessary submittals are received and reviewed, and the contract is signed by all parties, a required preconstruction meeting will be held and a formal "Notice-to-Proceed" will be issued.

Next Steps

If the Board of Managers approves the motion the following would be completed:

- An Authorized Representative signs the Notice of Award to be sent to the successful bidder
- Successful bidder provides the following information:
 - Fully executed Form of Agreement
 - Performance Bond and Payment Bond
 - Certificate of Insurance verifying adequate insurance per the bidding documents
- Barr and Galowitz-Olsen will review the submittals and, if necessary, request modifications
- Barr will coordinate with the successful bidder regarding the construction schedule and schedule a preconstruction meeting
- The Form of Agreement will be signed by all parties
- Notice to Proceed is anticipated to be issued in November shortly after the preconstruction meeting
- All work shall be substantially complete by December 15, 2023

Request for Board Action

Board Meeting Date: November 1, 2023

Agenda Item No: 7C

Preparer: Tina Carstens, Administrator

Item Description: 2024 CIP Maintenance and Repair Project Authorization to Finalize Design and Prepare the Bidding Documents and Advertise for Bids.

Background:

Annually, the District completes a project to maintain the existing infrastructure owned and operated by the District, and to assist and facilitate stormwater pond cleanouts to allow other public entities to meet their municipal separate storm sewer system (MS4) requirements.

Staff has put together the 2024 CIP Maintenance/Repair project preliminary design and are seeking authorization from the board at the November 1 meeting to proceed with the bidding process. The estimated project costs is also attached.

If the board deems it appropriate they should consider a motion that “approves the preliminary design, estimate of probable costs, and expected schedule, and directs the staff to prepare the bidding documents and advertise the project for bid”. Staff will present bids for the work at the December board meeting and a January construction start is expected.

Applicable District Goal and Action Item:

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

Action Items: Maintain District projects and consider opportunities to support the maintenance activities of others.

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 Item: Maintain District flood storage facilities and storm sewer systems.

Staff Recommendation:

Staff recommends that the Board approve the preliminary design, estimated costs, and proposed project schedule, and direct staff to finalize the design and bidding documents and advertise the project for bid.

Financial Implications:

The CIP Maintenance and Repair project is included in the 2024 preliminary budget.

Board Action Requested:

Approve the preliminary design, estimated costs, and proposed project schedule, and direct staff to finalize the design and bidding documents and advertise the project for bid.

Ramsey-Washington Metro Watershed District

**Capital Improvement Project (CIP)
Maintenance/Repairs 2023**

Anticipated Cost Breakdown (Incl. Mob/Demob.)

C-01	PFS Basins Paver Cleaning/Sweeping	\$19,000	note 1
C-02	Lower Afton Road Sediment Removal	\$19,000	note 1
C-03	West Vadnais Lake Maintenance Ramp	\$37,000	
C-04	Grass Lake Maintenance Ramp	\$42,000	
C-05	Kohlman Basin Maintenance	\$16,000	
C-06	Aldrich Arena Splash Block Repair Plan	\$55,000	
C-07	Aldrich Arena Splash Block Repair Details	\$0	
C-08	Rice Street Cattail Cleanout	\$23,000	
C-09	Arlington Pond Maintenance	\$144,000	note 1, 2

note 1 Assumes cost to dispose and transport material removed to a permitted solid waste facility.

note 2 Construction costs to be reimbursed by the city under the RWMWD partnership program.

Construction Subtotal	\$355,000
Construction Contingency/Change Orders (20%)	\$71,000
Estimated Construction Cost	\$426,000
Engineering, Design, and Administration (25%)	\$106,500
Estimated Total Project Cost w/Range (-5% to +10%)	\$532,500 (\$505,875 to \$585,750)

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

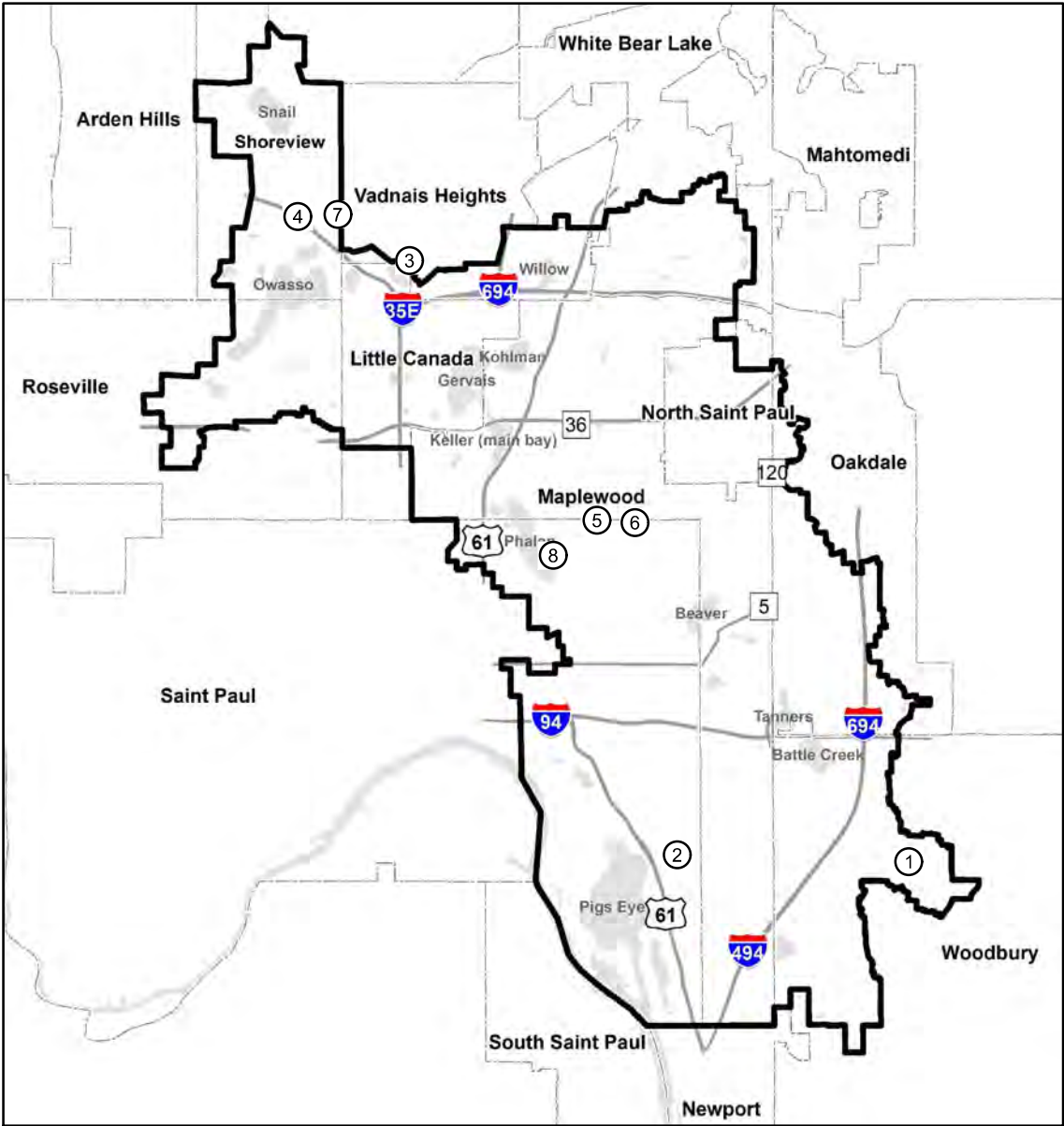
CAPITAL IMPROVEMENT PROJECT (CIP)

MAINTENANCE/REPAIRS 2024

AREA REFERENCE

SITE NO.	SITE NAME	SHEET NO.
①	TAMARACK SWAMP WOODBURY	C-01
②	LOWER AFTON ROAD MAPLEWOOD	C-02
③	WEST VADNAIS LAKE SUCKER LAKE ROAD LITTLE CANADA	C-03
④	GRASS LAKE NATURE PRESERVE	C-04
⑤	KOHLMAN BASIN MAPLEWOOD	C-05
⑥	ALDRICH ARENA MAPLEWOOD	C-06 AND C-07
⑦	RICE STREET SHOREVIEW	C-08
⑧	ARLINGTON POND MAPLEWOOD	C-09

LITTLE CANADA, MINNESOTA



SHEET INDEX

G-GENERAL
C-CIVIL

SHEET NO.	TITLE
G-01	SITE LOCATION AND SHEET INDEX
G-02	STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
G-03	STORMWATER POLLUTION PREVENTION PLAN (SWPPP)
G-04	EROSION CONTROL DETAILS
C-01	PFS BASINS PAVER CLEANING/SWEEPING
C-02	LOWER AFTON ROAD SEDIMENT REMOVAL
C-03	WEST VADNAIS LAKE MAINTENANCE RAMP
C-04	GRASS LAKE MAINTENANCE RAMP
C-05	KOHLMAN BASIN MAINTENANCE
C-06	ALDRICK ARENA SPLASH BLOCK REPAIR PLAN
C-07	ALDRICH ARENA SPLASH BLOCK REPAIR DETAILS
C-08	RICE STREET CATTAIL CLEANOUT
C-09	ARLINGTON POND MAINTENANCE



GOPHER STATE ONE CALL:
CALL BEFORE YOU DIG.
1-800-252-1166

CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD-LOCATING ALL SITE UTILITIES, PRIVATE AND PUBLIC, PRIOR TO STARTING THE WORK. ALL UTILITIES SHOWN ON THE PLANS ARE APPROXIMATE. ANY UTILITIES DAMAGED BY CONTRACTOR SHALL BE REPAIRED BY CONTRACTOR TO THE SATISFACTION OF THE UTILITY OWNER.

VICINITY MAP



90% DRAFT
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A PERMANENT STORMWATER MANAGEMENT SYSTEM IS REQUIRED IF THE PROJECT RESULTS IN ONE ACRE OR MORE OF NEW IMPERVIOUS SURFACES OR RESULTS IN A NET INCREASE OF ONE OR MORE ACRES OF CUMULATIVE NEW IMPERVIOUS SURFACES IN TOTAL OR IF THE PROJECT IS PART OF A LARGER PLAN OF DEVELOPMENT.

5.6 THIS PROJECT DOES NOT DISCHARGE TO A TROUT STREAM (OR A TRIBUTARY TO A TROUT STREAM).

6.1 PERSONS WITH REQUIRE TRAINING: TRAINED INDIVIDUALS INCLUDE THOSE PARTIES RESPONSIBLE FOR INSTALLING, SUPERVISING, REPAIRING, INSPECTING, AND MAINTAINING EROSION PREVENTION AND SEDIMENT CONTROL BMPs AT THE SITE. TRAINED INDIVIDUALS ARE ALSO RESPONSIBLE FOR IMPLEMENTATION OF THE SWPPP AND COMPLIANCE WITH THE GENERAL PERMIT UNTIL THE CONSTRUCTION ACTIVITIES ARE COMPLETE. PERMANENT COVER HAS BEEN ESTABLISHED, AND A NOTICE OF TERMINATION (NOT) HAS BEEN SUBMITTED.

BELOW IS A LIST OF PEOPLE RESPONSIBLE FOR THIS PROJECT WHO ARE KNOWLEDGEABLE AND EXPERIENCED IN THE APPLICATION OF EROSION PREVENTION AND SEDIMENT CONTROL BMPs.

[INSERT NAME]	PERFORMANCE OF SWPPP INSPECTIONS	[INSERT ENTITY]	[INSERT DATE]
[INSERT NAME]	PERFORMANCE OR SUPERVISION OF INSTALLATION, MAINTENANCE, AND REPAIR OF BMPs	[INSERT ENTITY]	[INSERT DATE]

6.2 FREQUENCY OF INSPECTIONS: A TRAINED PERSON WILL ROUTINELY INSPECT THE ENTIRE CONSTRUCTION SITE.

- INSPECTION FREQUENCY MAY BE ADJUSTED UNDER THE FOLLOWING CIRCUMSTANCES:
- WHERE PARTS OF THE CONSTRUCTION AREAS HAVE PERMANENT COVER, BUT WORK REMAINS ON OTHER PARTS OF THE SITE, INSPECTIONS OF THE AREAS WITH PERMANENT COVER MAY BE REDUCED TO ONCE PER MONTH.
 - WHERE CONSTRUCTION AREAS HAVE PERMANENT COVER AND NO CONSTRUCTION ACTIVITY IS OCCURRING ON THE SITE, INSPECTIONS CAN BE REDUCED TO ONCE PER MONTH AND, AFTER 12 MONTHS, MAY BE SUSPENDED COMPLETELY UNTIL CONSTRUCTION ACTIVITY RESUMES.
 - WHERE CONSTRUCTION ACTIVITY HAS BEEN SUSPENDED DUE TO FROZEN GROUND CONDITIONS, THE INSPECTIONS MAY BE SUSPENDED. THE REQUIRED INSPECTIONS AND MAINTENANCE SCHEDULE MUST BEGIN WITHIN 24 HOURS AFTER RUNOFF OCCURS AT THE SITE OR UPON RESUMING CONSTRUCTION, WHICHEVER COMES FIRST.

- ALL EROSION PREVENTION AND SEDIMENT CONTROL BMPs AND POLLUTION PREVENTION MANAGEMENT MEASURES
- SURFACE WATERS FOR EVIDENCE OF EROSION AND SEDIMENT DEPOSITION
- CONSTRUCTION SITE VEHICLE EXIT LOCATIONS FOR EVIDENCE OF OFFSITE SEDIMENT TRACKING
- STREETS AND OTHER AREAS ADJACENT TO THE PROJECT FOR EVIDENCE OF OFF SITE ACCUMULATIONS OF SEDIMENT

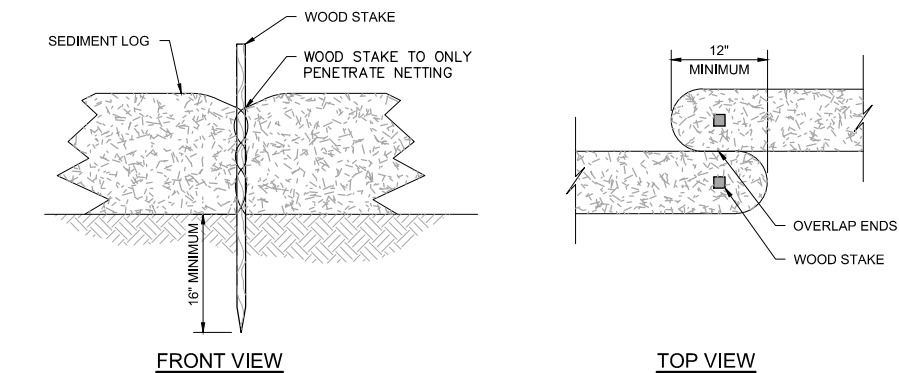
- NONFUNCTIONAL BMPs WILL BE REPAIRED, REPLACED, OR SUPPLEMENTED WITH FUNCTIONAL BMPs BY THE END OF THE NEXT BUSINESS DAY AFTER DISCOVERY OR AS SOON AS FIELD CONDITIONS ALLOW ACCESS.
- PERIMETER CONTROL DEVICES WILL BE REPAIRED, REPLACED, OR SUPPLEMENTED WHEN THEY BECOME NONFUNCTIONAL OR THE SEDIMENT REACHES 1/2 OF THE HEIGHT OF THE DEVICE.
- TEMPORARY AND PERMANENT SEDIMENTATION BASINS WILL BE DRAINED AND THE SEDIMENT REMOVED WHEN THE DEPTH OF SEDIMENT COLLECTED IN THE BASIN REACHES 1/2 THE STORAGE VOLUME.
- DELTAS AND SEDIMENT DEPOSITED IN SURFACE WATERS WILL BE REMOVED, AND THE AREAS WHERE SEDIMENT REMOVAL RESULTS IN EXPOSED SOIL WILL BE RE-STABILIZED. THE REMOVAL AND STABILIZATION WILL BE COMPLETED WITHIN 7 CALENDAR DAYS OF DISCOVERY UNLESS PRECLUDED BY LEGAL, REGULATORY, OR PHYSICAL ACCESS CONSTRAINTS. IF PRECLUDED DUE TO ACCESS CONSTRAINTS, REASONABLE EFFORTS TO

1. ANY CONSTRUCTION PRODUCTS AND LANDSCAPE MATERIALS THAT HAVE THE POTENTIAL TO LEACH POLLUTANTS WILL BE STORED UNDER COVER (E.G., PLASTIC SHEETING OR TEMPORARY ROOFS) TO PREVENT DISCHARGE OF POLLUTANTS THROUGH MINIMIZATION OF CONTACT WITH STORMWATER. STORAGE OF SUCH MATERIALS WITHIN THE PROJECT AREA WILL BE MINIMIZED TO THE EXTENT POSSIBLE.
2. PESTICIDES, FERTILIZERS, AND TREATMENT CHEMICALS WILL BE STORED UNDER COVER (E.G., PLASTIC SHEETING, TEMPORARY ROOFS, WITHIN A BUILDING, OR IN WEATHER-PROOF CONTAINERS) TO PREVENT DISCHARGE OF POLLUTANTS THROUGH MINIMIZATION OF CONTACT WITH STORMWATER. STORAGE OF SUCH MATERIALS WITHIN THE PROJECT AREA WILL BE MINIMIZED TO THE EXTENT POSSIBLE.
3. HAZARDOUS MATERIALS AND TOXIC WASTE (E.G., OIL, DIESEL FUEL, GASOLINE, HYDRAULIC FLUIDS, PAINT SOLVENTS, PETROLEUM-BASED PRODUCTS, WOOD PRESERVATIVES, ADDITIVES, CURING COMPOUNDS, AND ACIDS) WILL BE STORED AND DISPOSED OF IN COMPLIANCE WITH MINNESOTA RULES CHAPTER 7045, INCLUDING SECONDARY CONTAINMENT (AS APPLICABLE). HAZARDOUS MATERIALS WILL BE PROPERLY STORED IN SEALED CONTAINERS TO PREVENT SPILLS, LEAKS, OR OTHER DISCHARGES AND PREVENT PRECIPITATION FROM FALLING ONTO THE CONTAINERS OR STORED HAZARDOUS MATERIALS.
4. SOLID WASTE WILL BE COLLECTED, STORED, AND DISPOSED OF PROPERLY IN COMPLIANCE WITH MINNESOTA RULES CHAPTER 7035. THIS INCLUDES STORAGE WITHIN COVERED TRASH CONTAINERS AND DAILY REMOVAL OF LITTER AND DEBRIS. STORAGE OF SOLID WASTE WITHIN THE PROJECT AREA WILL BE MINIMIZED TO THE EXTENT POSSIBLE.
5. PORTABLE TOILETS WILL BE LOCATED AWAY FROM SURFACE WATERS AND POSITIONED AND SECURED TO THE GROUND SO THEY WILL NOT BE TIPPED OR KNOCKED OVER. SANITARY WASTE WILL BE DISPOSED OF IN ACCORDANCE WITH MINNESOTA RULES, CHAPTER 7041. PORTABLE TOILETS WILL BE PERIODICALLY EMPTIED AND THE WASTE HAULED OFF-SITE BY A LICENSED HAULER.
6. VEHICLE FUELING WILL ONLY OCCUR IN DESIGNATED AREAS. SPILL KITS SIZED APPROPRIATELY FOR THE AMOUNT OF REFUELING TAKING PLACE WILL BE LOCATED. SPILL KITS WILL BE CLEARLY LABELED AND CONTAIN MATERIALS TO ASSIST IN SPILL CLEANUP INCLUDING ABSORBENT PADS, BOOMS FOR CONTAINING SPILLS, AND HEAVY-DUTY PROTECTIVE GLOVES. SPILLS WILL BE REPORTED TO THE MINNESOTA DUTY OFFICER AS REQUIRED BY MINNESOTA STATUTES, SECTION 115.061.
 - a. ANY FUEL TANKS BROUGHT ON-SITE WILL HAVE PROPERLY SIZED CONTAINMENT AND WILL NOT BE TOPPED OFF TO AVOID SPILLS FROM OVERFILLING. FUEL TANKS WILL MEET INDUSTRY STANDARDS (DESIGNED TO HOLD FUEL TYPE, PROPERLY MAINTAINED, NOT ILLEGALLY MODIFIED, NOT MISSING LEAK INDICATOR FLOATS FOR DOUBLE WALLED TANKS, SIGHT GAUGES NOT USED, ETC.) OR BE REMOVED FROM THE WORK AREA.
 - b. GUIDELINES FOR SPILL PREVENTION AND RESPONSE INCLUDE:
 - TAKE REASONABLE STEPS TO PREVENT THE DISCHARGE OF SPILLED OR LEAKED CHEMICALS, INCLUDING FUEL, FROM ANY AREA WHERE CHEMICALS OR FUEL WILL BE LOADED OR UNLOADED, INCLUDING THE USE OF DRIP PANS OR ABSORBENTS UNLESS INFEASIBLE;
 - PERFORM REGULAR PREVENTATIVE MAINTENANCE ON TANKS AND FUEL LINES;
 - INSPECT PUMPS, CYLINDERS, HOSES, VALVES, AND OTHER MECHANICAL EQUIPMENT ON-SITE FOR DAMAGE OR DETERIORATION;
 - DO NOT WASH OR RINSE FUELING AREAS WITH WATER;
 - MAINTAIN ADEQUATE SUPPLIES TO CLEAN UP DISCHARGED MATERIALS AND PROVIDE AN APPROPRIATE DISPOSAL METHOD FOR RECOVERED SPILLED MATERIALS;
 - REPORT AND CLEAN UP SPILLS IMMEDIATELY AS REQUIRED BY MINNESOTA STATUTES, SECTION 115.061, USING DRY CLEAN UP MEASURES WHERE POSSIBLE; AND
 - MAINTAIN COPIES OF SAFETY DATA SHEETS (SDSS) FOR HAZARDOUS MATERIALS ON-SITE IN LOCATIONS READILY AVAILABLE TO EMERGENCY RESPONDERS.
7. IF VEHICLE AND EQUIPMENT WASHING IS NECESSARY, A VEHICLE WASH STATION WILL BE LOCATED IN A DESIGNATED AREA. RUNOFF FROM THE WASHING AREA WILL BE CONTAINED IN A SEDIMENT BASIN AND WASTE FROM THE WASHING ACTIVITY WILL BE PROPERLY DISPOSED OF. ANY SOAPS, DETERGENTS, OR SOLVENTS WILL BE PROPERLY USED AND STORED. ANY DETERGENTS AND OTHER CLEANERS NOT PERMITTED FOR DISCHARGE WILL NOT BE USED.

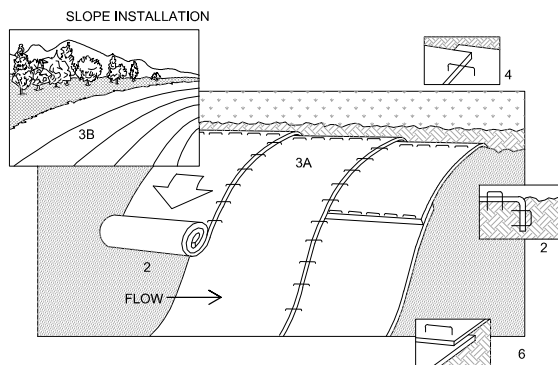
- WITHIN 30 DAYS AFTER THE TERMINATION CONDITIONS ARE COMPLETE, A NOTICE OF TERMINATION (NOT) FORM WILL BE SUBMITTED TO THE MPCA.

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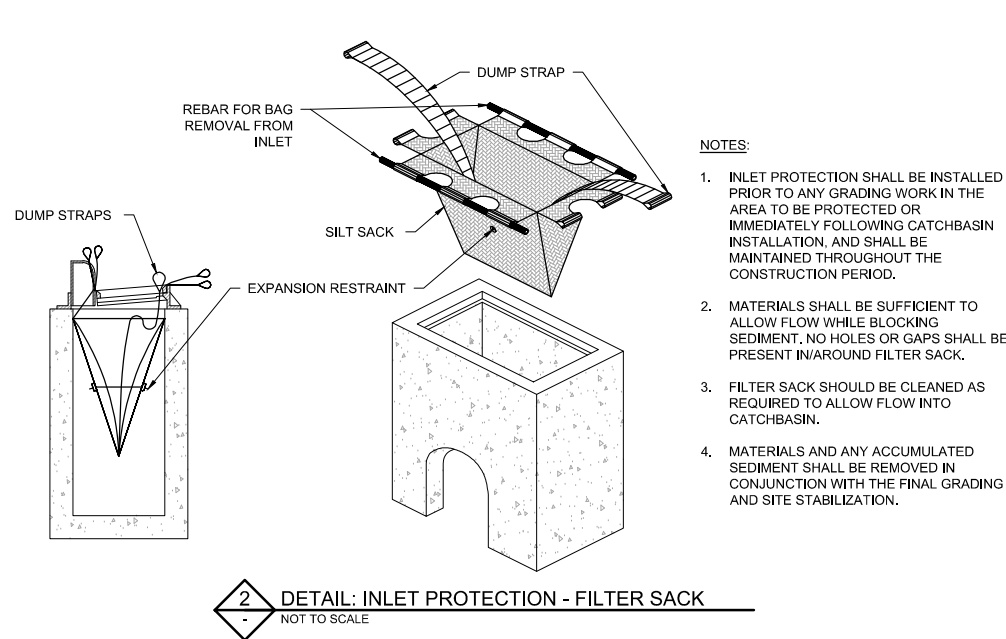
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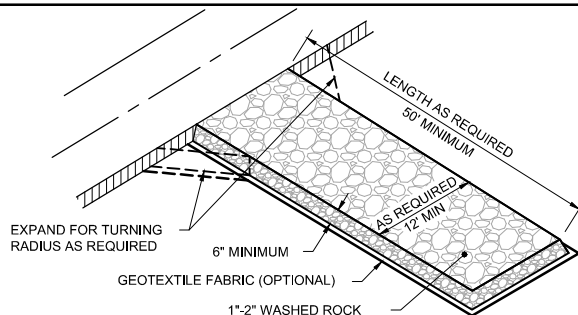
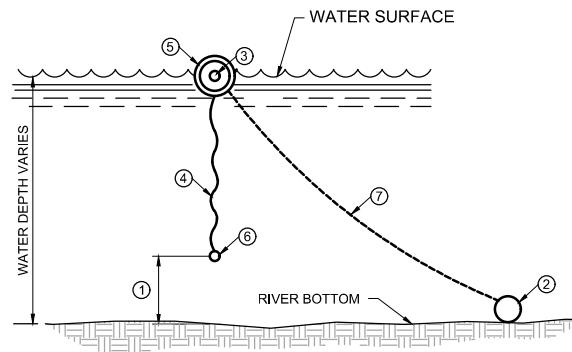
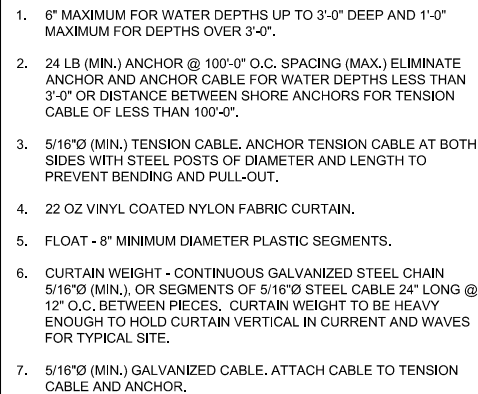
1. SEDIMENT LOG SHOULD BE INSTALLED ALONG CONTOURS (CONSTANT ELEVATION).
2. NO GAPS SHALL BE PRESENT UNDER SEDIMENT LOG. PREPARE AREA AS NEEDED TO SMOOTH SURFACE OR REMOVE DEBRIS.
3. ACCUMULATED SEDIMENT SHALL BE REMOVED WHEN REACHING 1/2 OF LOG HEIGHT.
4. SEDIMENT LOG SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD AND REPAIRED OR REPLACED AS REQUIRED.



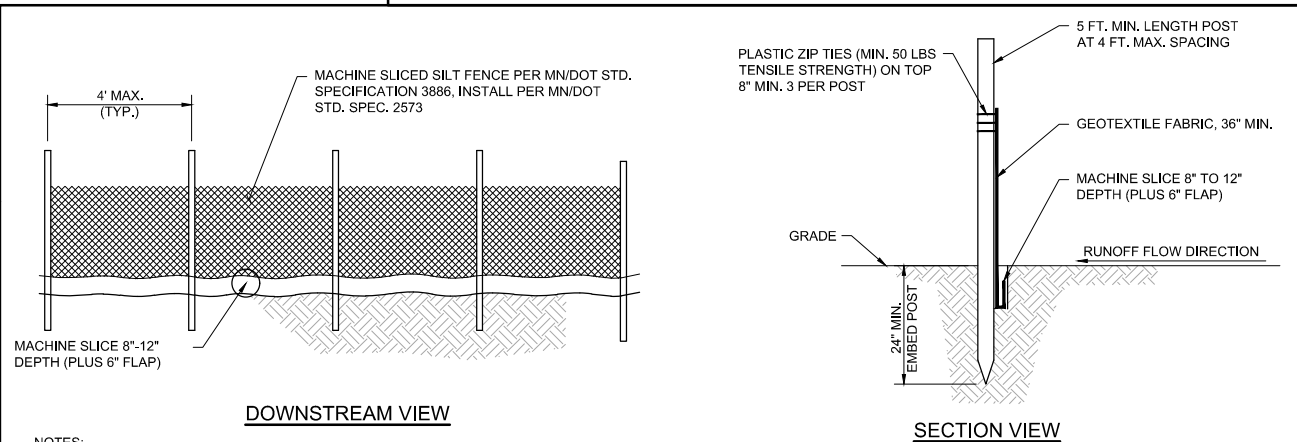
1. REFER TO MANUFACTURER RECOMMENDATIONS FOR STAPLE PATTERNS FOR SLOPE INSTALLATIONS.
2. PREPARE SOIL BY LOOSENING TOP 1-2 INCHES AND APPLY SEED (AND FERTILIZER WHERE REQUIRED) PRIOR TO INSTALLING BLANKETS. GROUND SHOULD BE SMOOTH AND FREE OF DEBRIS.
3. BEGIN (A) AT THE TOP OF THE SLOPE AND ROLL THE BLANKETS DOWN OR (B) AT ONE END OF THE SLOPE AND ROLL THE BLANKETS HORIZONTALLY ACROSS THE SLOPE.
4. THE EDGES OF PARALLEL BLANKETS MUST BE STAPLED WITH APPROXIMATELY 6" OVERLAP, WITH THE UPHILL BLANKET ON TOP.
5. WHEN BLANKETS MUST BE SPICED DOWN THE SLOPE, PLACE BLANKETS END OVER END (SHINGLE STYLE) WITH APPROXIMATELY 6" OVERLAP. STAPLE THROUGH OVERLAPPED AREA, APPROXIMATELY 12" APART.
6. BLANKET MATERIALS SHALL BE AS SPECIFIED OR AS APPROVED BY ENGINEER.



1. INLET PROTECTION SHALL BE INSTALLED PRIOR TO ANY GRADING WORK IN THE AREA TO BE PROTECTED OR IMMEDIATELY FOLLOWING CATCHBASIN INSTALLATION, AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD.
2. MATERIALS SHALL BE SUFFICIENT TO ALLOW FLOW WHILE BLOCKING SEDIMENT, NO HOLES OR GAPS SHALL BE PRESENT IN/AROUND FILTER SACK.
3. FILTER SACK SHOULD BE CLEANED AS REQUIRED TO ALLOW FLOW INTO CATCHBASIN.
4. MATERIALS AND ANY ACCUMULATED SEDIMENT SHALL BE REMOVED IN CONJUNCTION WITH THE FINAL GRADING AND SITE STABILIZATION.



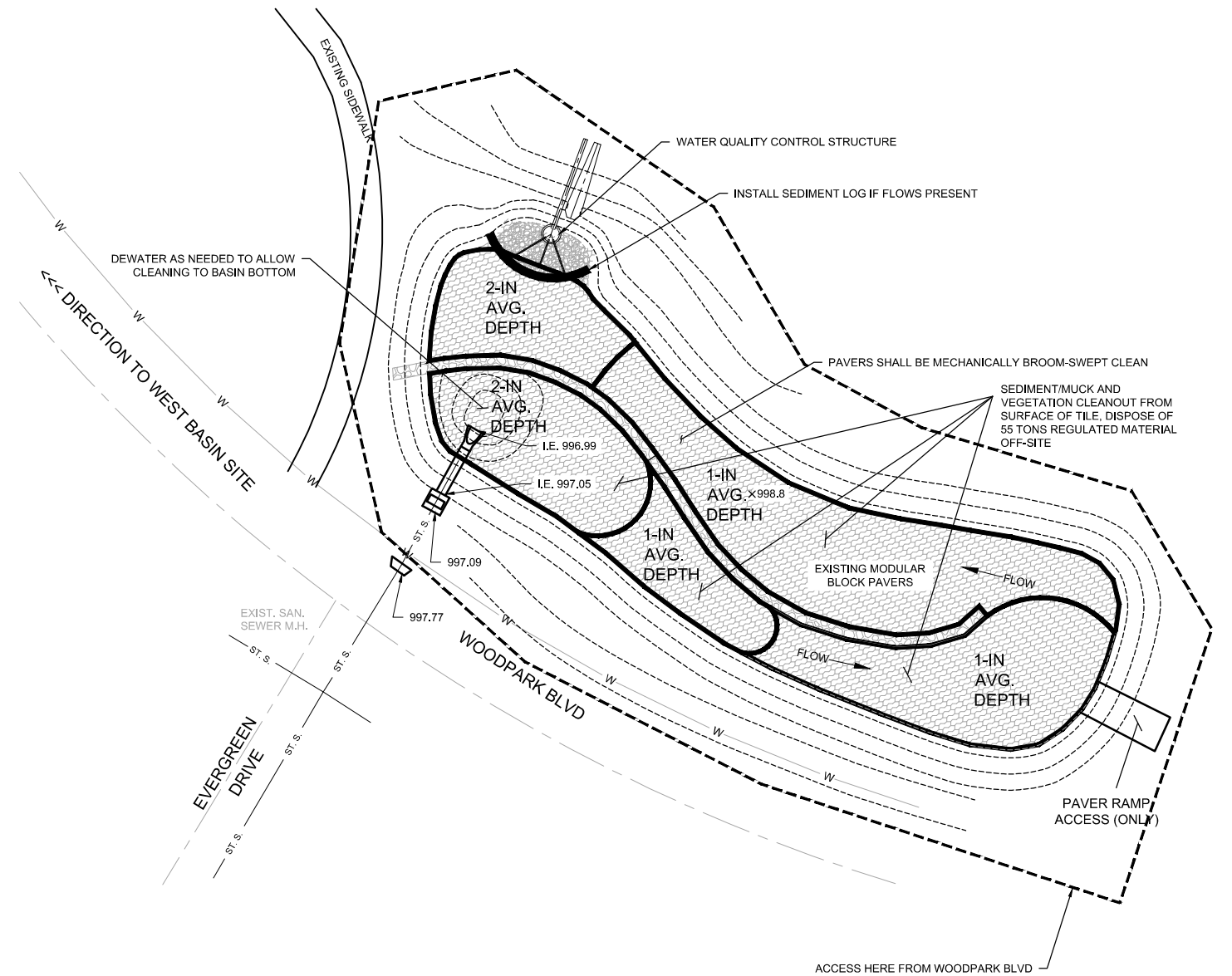
1. ENTRANCE SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD AND REPAIRED OR REPLACED AS REQUIRED TO PREVENT TRACKING OFFSITE.
2. ENTRANCE SHALL BE REMOVED IN CONJUNCTION WITH FINAL GRADING AND SITE STABILIZATION.
3. PROTECTION OF CURB & GUTTER, TRAILS AND SIDEWALKS DUE TO CONSTRUCTION ENTRANCE LOCATION SHALL BE CONSIDERED INCIDENTAL.



1. SILT FENCE SHALL BE INSTALLED PRIOR TO ANY GRADING WORK IN THE AREA TO BE PROTECTED AND SHALL BE MAINTAINED THROUGHOUT THE CONSTRUCTION PERIOD. SILT FENCE AND ANY ACCUMULATED SEDIMENT SHALL BE REMOVED IN CONJUNCTION WITH THE FINAL GRADING AND SITE STABILIZATION.
2. SILT FENCE INSTALLATION AND MATERIALS SHALL MEET THE REQUIREMENTS OF MN/DOT SPECIFICATIONS 2573 AND 3886.
3. NO HOLES OR GAPS SHALL BE PRESENT IN/UNDER SILT FENCE. PREPARE AREA AS NEEDED TO SMOOTH SURFACE OR REMOVE DEBRIS.
4. WHEN SEDIMENT BUILD UP REACHES 1/3 OF FENCE HEIGHT, THE SILT FENCE SHOULD BE REMOVED OR A SECOND SILT FENCE INSTALLED UPSTREAM OF THE EXISTING FENCE AT A SUITABLE DISTANCE.
5. WHEN SPLICES ARE NECESSARY MAKE SPLICE AT POST ACCORDING TO SPLICE DETAIL. PLACE THE END POST OF THE SECOND FENCE INSIDE THE END POST OF THE FIRST FENCE. ROTATE BOTH POSTS TOGETHER AT LEAST 180 DEGREES TO CREATE A TIGHT SEAL WITH THE FABRIC MATERIAL. CUT THE FABRIC NEAR THE BOTTOM OF THE POSTS TO ACCOMMODATE THE 6 INCH FLAP. THEN DRIVE BOTH POSTS AND BURY THE FLAP. COMPACT BACKFILL.



						I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.										CLIENT 10/25/23 11/01/23		<div><div></div><div>BARR</div><div>Corporate Headquarters: Minneapolis, Minnesota Ph: 1-800-632-2277 Fax: (952) 832-2601 www.barr.com</div></div>		Project Office: BARR ENGINEERING CO. 4300 MARKETPOINTE DRIVE Suite 200 MINNEAPOLIS, MN 55435 Ph: 1-800-632-2277 Fax: (952) 832-2601 www.barr.com		Scale AS SHOWN		 <div>RAMSEY-WASHINGTON METRO WATERSHED DISTRICT</div>	CAPITAL IMPROVEMENT PROJECT (CIP) MAINTENANCE/REPAIRS 2024				BARR PROJECT No. 23/62-0282.38	
						PRINTED NAME <u>BRADLEY J. LINDAMAN</u>										BID CONSTRUCTION				Date 9/10/2023		Drawn GWB			CLIENT PROJECT No.					
						SIGNATURE _____ DATE _____ LICENSE # 22178										RELEASED TO/OF				Checked GGN		Designed BARR			EROSION CONTROL DETAILS		DWG. No. G-04		REV. No. B	
						NO. BY CHK. APP. DATE REVISION DESCRIPTION										A B 0 1 2 3 4 DATE RELEASED				Approved BJL										

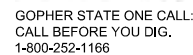


NOTES:


1. NOTIFY DAVE VLASIN, RAMSEY WASHINGTON METRO WATERSHED DISTRICT, AT 651-792-7972 PRIOR TO BEGINNING ANY AND ALL CONSTRUCTION ACTIVITIES TO INSPECT EROSION/SEDIMENT CONTROL PRACTICES.
2. SPECIFIED EROSION/SEDIMENT CONTROL PRACTICES SHOWN ARE THE MINIMUM. ADDITIONAL PRACTICES MAY BE REQUIRED DURING THE COURSE OF CONSTRUCTION.
3. ALL NATIVE VEGETATION SURROUNDING BASINS SHALL BE PROTECTED. DAMAGE TO NATIVE RESTORATION AREAS SHALL BE REPAIRED IN-KIND AND MAINTAINED AT THE COST OF THE CONTRACTOR.
4. PIPE DISCHARGE BASIN POOLS TO BE CLEANED TO DEPTHS SHOWN ON PLANS.
5. ROCK OUTFALL STRUCTURES TO BE PROTECTED. DRAIN TILES EXIST ADJACENT TO PAVERS AND SHALL BE PROTECTED.
6. DISTURBANCE TO TURF TO BE RESTORED WITH SEED AND MULCH BLANKET AS DIRECTED BY THE OWNER.

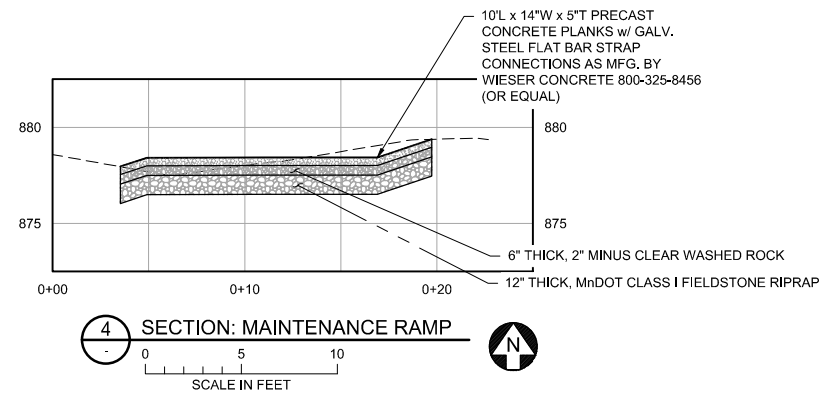
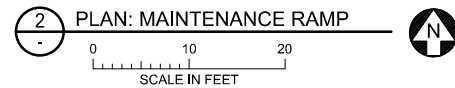
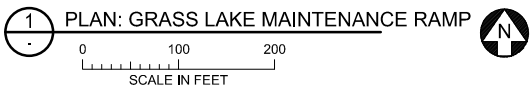




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CONTRACTOR SHALL BE RESPONSIBLE FOR FIELD-LOCATING ALL SITE UTILITIES, PRIVATE AND PUBLIC, PRIOR TO STARTING THE WORK. ALL UTILITIES SHOWN ON THE PLANS ARE APPROXIMATE. ANY UTILITIES DAMAGED BY CONTRACTOR SHALL BE REPAIRED BY CONTRACTOR TO THE SATISFACTION OF THE UTILITY OWNER.

						I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.										CLIENT 10/29/23 11/01/23		BID		CONSTRUCTION		RELEASED TO/FOR		DATE RELEASED		Project Office: BARR ENGINEERING CO. 4300 MARKETPOINTE DRIVE Suite 200 MINNEAPOLIS, MN 55435 Ph: 1-800-632-2277 Fax: (952) 832-2801 www.barr.com		Scale AS SHOWN Date 9/10/2023 Drawn GWB Checked GGN Designed BARR Approved BJL		 RAMSEY-WASHINGTON METRO WATERSHED DISTRICT		CAPITAL IMPROVEMENT PROJECT (CIP) MAINTENANCE/REPAIRS 2024		BARR PROJECT No. 23/62-0282.38 CLIENT PROJECT No.	
PRINTED NAME: BRADLEY J. LINDAMAN SIGNATURE _____ DATE _____ LICENSE # 22178						NO. BY CHK. APP. DATE		REVISION DESCRIPTION										SITE 1 PFS BASINS PAVER CLEANING/SWEEPING		DWG. No. C-01		REV. No. B													



	PROPOSED CONSTRUCTION LIMITS
	EDGE OF WATER
	EXISTING MAJOR CONTOUR
	EXISTING MINOR CONTOUR

1. EXISTING MATERIAL EXCAVATED BELOW WATER LINE TO BE REPLACED WITH EQUAL VOLUME OF CONCRETE BOAT RAMP PLANKS AND FILTER.
2. FLOATING SILT CURTAIN AND OTHER EROSION CONTROL MEASURES TO BE INSTALLED BEFORE ANY OTHER WORK TAKES PLACE.
3. RIPRAP BARRIER ON EITHER SIDE OF BOAT RAMP MAY BE NEEDED TO PREVENT SEDIMENT FROM FLOWING IN AND COVERING BOAT RAMP OVER TIME.

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CLIENT	10/25/23	11/01/23						
PERMIT								
BID								
CONSTRUCTION								
RECORD								
RELEASED TO/FOR	A	B	C	0	1	2	3	
	DATE RELEASED							

BARR

Corporate Headquarters:
Minneapolis, Minnesota
Ph: 1-800-632-2277

Scale	AS SHOWN
Date	9/10/2023
Drawn	GWB
Checked	--
Designed	--
Approved	--

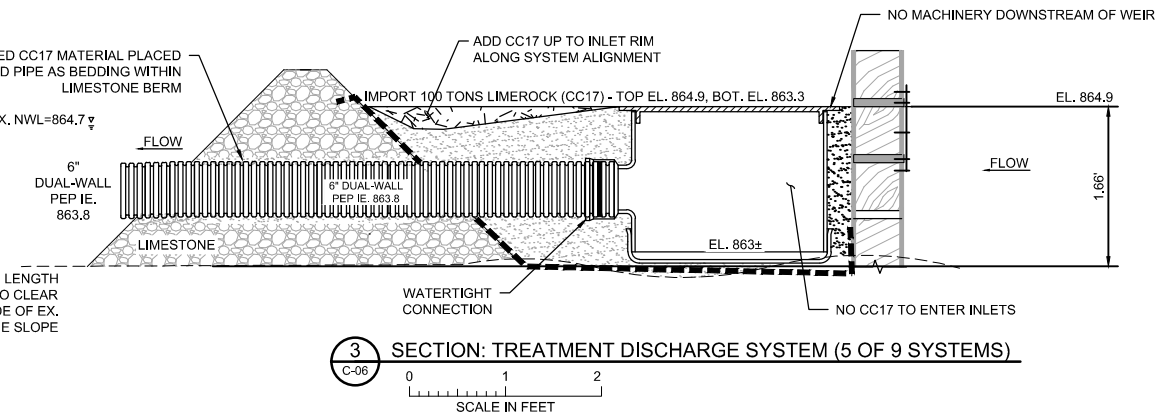
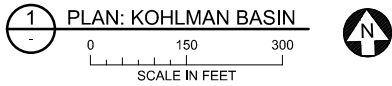


CAPITAL IMPROVEMENT PROJECT (CIP)
MAINTENANCE/REPAIRS 2024

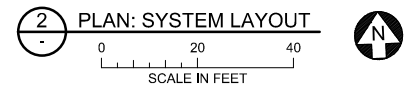
SITE 4
GRASS LAKE MAINTENANCE RAMP

BARR PROJECT No. 23/62-0282.38	
CLIENT PROJECT No.	
DWG. No. C-04	REV. No. B

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BARR PROJECT No. 23/62-0282.38	
CLIENT PROJECT No.	
DWG. No. C-05	REV. No. B



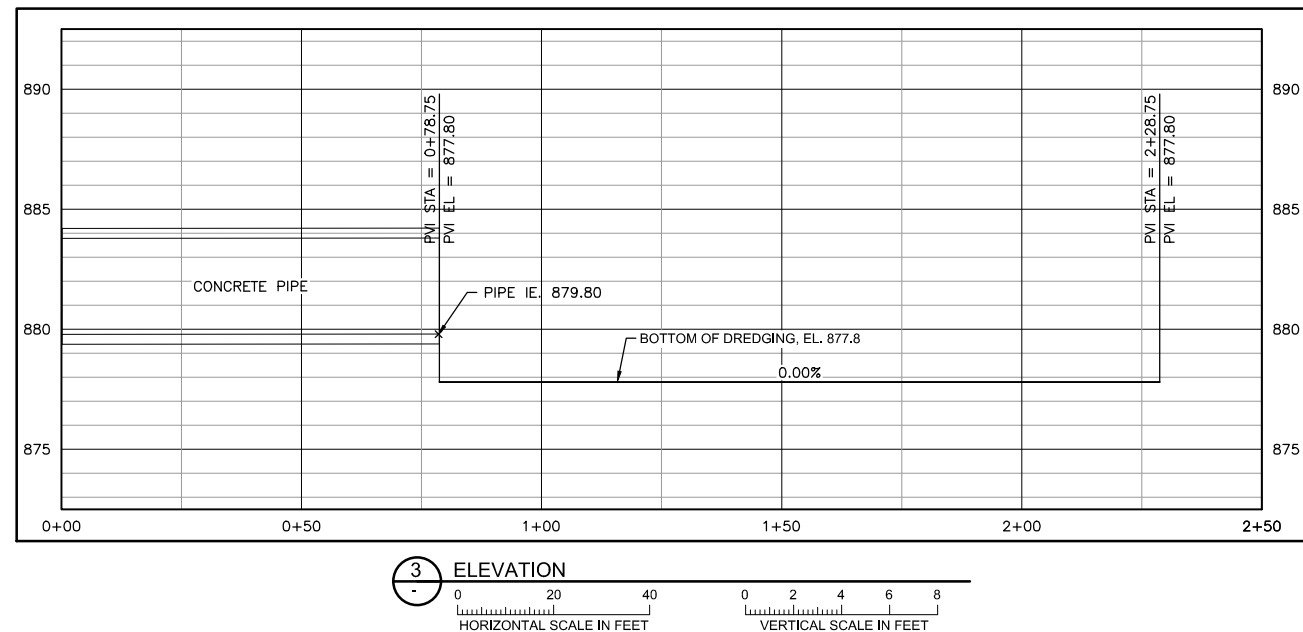
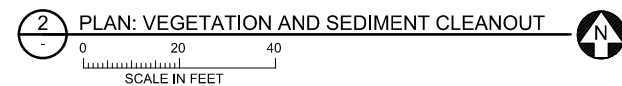
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PLAN VIEW

The diagram illustrates a plan view of a stormwater inlet. At the top, a hatched area represents the 'PROTECT EXISTING BIT. PARKING LOT PAVING'. Below this, a horizontal line indicates the 'CURB CUT (WIDTH VARIES)'. The main area is divided into 'EXISTING CONCRETE CURB AND GUTTER' (indicated by a dashed line) and 'SAWCUT CURB AND GUTTER, MATCH FLOW-LINE, MATCH BACK OF CURB' (indicated by a solid line). The 'PROPOSED CONCRETE CURB AND GUTTER AND APRON' is shown as a new structure around the inlet. The inlet itself is a circular structure with a diameter of 4' 1" and a width of 3' 8". The distance between the curb cut and the inlet is labeled 'DISTANCE VARIES'. The diagram also shows 'EXISTING CONCRETE CURB AND GUTTER' and 'SAWCUT CURB AND GUTTER, MATCH FLOW-LINE, MATCH BACK OF CURB' on the right side.

A detailed cross-section diagram of a rainwater garden drop structure. The diagram illustrates the flow of water from a gutterline on the left, through a 12% slope, into a rain guardian turret inlet. The turret is shown with a concrete base and a fiberglass grate. Water flows through a removable filter wall and a primary outlet into a basin. The basin has a high volume overflow and a gutterline on the right. The basin bottom is shown with a 5% slope. The entire structure is supported by a 10.5" layer of Class 5 aggregate, which sits on subsoils. The diagram also shows the relationship between the drop structure and the surrounding rainwater garden, including the armor drop between the turret and the garden with salvaged splash blocks. Key dimensions and labels include: 12% slope, 5% slope, 10.5", 1' 3.5", 4", 6", GUTTERLINE, RAIN GUARDIAN TURRET INLET, RAIN GUARDIAN TURRET (CONCRETE BASE INCLUDED), TOP FIBERGLASS GRATE, HIGH VOLUME OVERFLOW, REMOVABLE FILTER WALL, PRIMARY OUTLET, BASIN BOTTOM, CLASS 5 AGGREGATE, SUBSOILS, FIELD VERIFY EXISTING FLOWLINE MATCH TOP OF PAVEMENT (VARIES AT EACH DROP STRUCTURE), and FIELD VERIFY EXISTING RAINWATER GARDEN FINISH GRADE (VARIES AT EACH GARDEN).

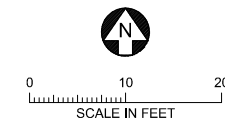
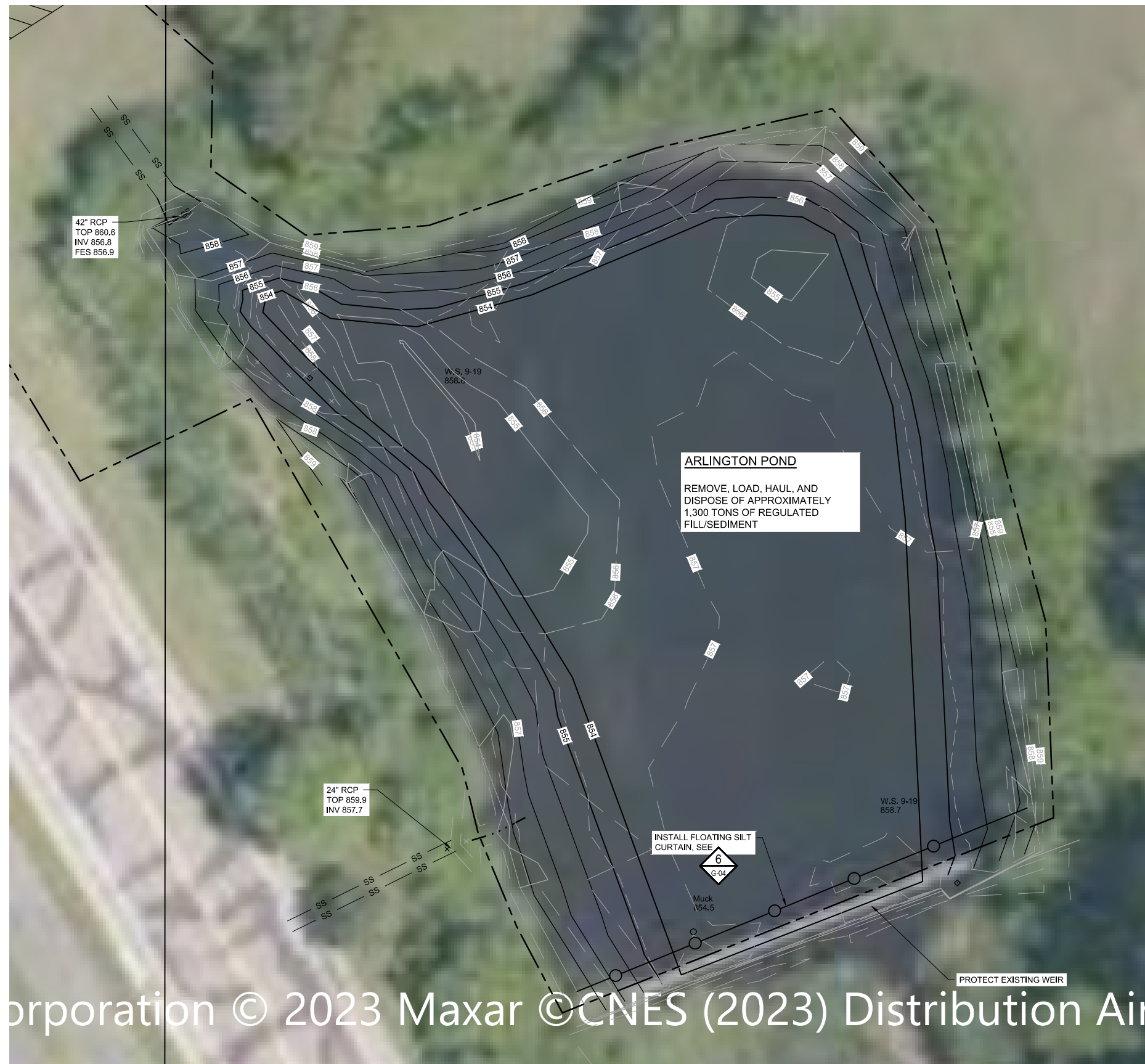
0	GWB	MRM	MRM	7AUG2019	ISSUED FOR CONSTRUCTION	I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.	CLIENT BID	11/01/23								Project Office: BARR ENGINEERING CO. 4300 MARKETPOINTE DRIVE Suite 200 MINNEAPOLIS, MN 55435	Scale AS SHOWN	 RAMSEY-WASHINGTON METRO WATERSHED DISTRICT	CAPITAL IMPROVEMENT PROJECT (CIP) MAINTENANCE/REPAIRS 2024		BARR PROJECT No. 23/62-0282.38	
						PRINTED NAME MATTHEW R. METZGER	CONSTRUCTION									Drawn GGN/GWB	CLIENT PROJECT No.					
						SIGNATURE _____	RELEASED TO/OF								Checked MRM/MEK2	Designed GGN/MRM	SITE 6		DWG. No.	REV. No.		
						DATE _____ LICENSE # 47651		A	B	C	0	1	2	3	Approved MRM		ALDRICH ARENA SPLASH BLOCK REPAIR DETAILS		C-07	B		
NO.	BY	CHK.	APP.	DATE	REVISION DESCRIPTION																	



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						I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.										CLIENT 9/29 11/01/23		BID CONSTRUCTION		 Project Office: BARR ENGINEERING CO. 4300 MARKETPOINTE DRIVE Suite 200 MINNEAPOLIS, MN 55435 Corporate Headquarters: Minneapolis, Minnesota Ph: 1-800-632-2277 Fax: (952) 832-2601 www.barr.com		Scale AS SHOWN Date 11/15/2010 Drawn GWB/GGN Checked BJL Designed BARR Approved BJL		 RAMSEY-WASHINGTON METRO WATERSHED DISTRICT		CIP MAINTENANCE/REPAIRS 2024 SITE 7		BARR PROJECT No. 23/62-0282-35	
						PRINTED NAME BRADLEY J. LINDAMAN										RELEASED TO/FOR		A B C 0 1 2 3 DATE RELEASED						DWG. No. C-08		REV. No. B			
NO. BY CHK. APP. DATE REVISION DESCRIPTION																													

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LEGEND

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NOTES:

1. NOTIFY DAVE VLASIN, RAMSEY WASHINGTON METRO WATERSHED DISTRICT, AT 651-792-7972 PRIOR TO BEGINNING ANY AND ALL CONSTRUCTION ACTIVITIES TO INSPECT EROSION/SEDIMENT CONTROL PRACTICES.
2. SPECIFIED EROSION/SEDIMENT CONTROL PRACTICES SHOWN ARE THE MINIMUM. ADDITIONAL PRACTICES MAY BE REQUIRED DURING THE COURSE OF CONSTRUCTION.
3. CONTRACTOR IS RESPONSIBLE FOR LOCATING AND FIELD VERIFYING ALL UTILITIES.
4. CONTRACTOR IS RESPONSIBLE FOR RESTORING ALL DISTURBED AREAS. ONLY AREAS WITHIN THE CONSTRUCTION LIMITS WILL BE CONSIDERED FOR PAYMENT.
5. RESTORE DISTURBED SLOPES WITH NATIVE SEED (AS DIRECTED BY OWNER) AND STRAW MULCH BLANKET.
6. ALTERNATIVE SITE ACCESS FROM ARLINGTON AVENUE MAY BE AVAILABLE WITH PRIOR OWNER APPROVAL AND SIGNED FIELD ORDER WITH REDRAWN CONSTRUCTION LIMIT.



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New Reports/ Presentations

* * * * *

Memorandum

To: Ramsey-Washington Metro Watershed District Board of Managers
From: Greg Williams, Gabrielle Campagnola, and Erin Anderson-Wenz, Barr Engineering Co.
Subject: Review of 2017 RWMWD Watershed Management Plan and Gaps Analysis
Date: October 24, 2023
Project: 23621496-100-001

Background

In 2017, the Ramsey-Washington Metro Watershed District (RWMWD) adopted its current Watershed Management Plan (2017 WMP). The 2017 WMP identifies priority issues, establishes goals and related signs of success, and lays out an implementation schedule to guide RWMWD activities for a period of 10 years (i.e., 2017-2026). A 24-page Strategic Overview summarizes key content of the 2017 WMP.

Barr Engineering Co. (Barr) staff reviewed the 2017 WMP to identify potential gaps, conflicts, and/or inconsistencies between the 2017 WMP and current data, State regulatory and guidance documents, partner planning documents, and current water resource management best practice. This "gaps analysis" is intended to inform preliminary planning, decisions, and efforts of RWMWD Board of Managers and staff as the RWMWD begins its next Plan update in 2024.

The 2017 WMP was developed during and following a major update to Minnesota Rules 8410 (the State rule that defines requirements for watershed management plans). Because the 2017 WMP update process began prior to finalization of the 2015 Minnesota Rules update, some elements of the 2017 WMP are inconsistent with current Minnesota Rules 8410, most notably with respect to the measurability of WMP goals and assessment of progress towards WMP goals. In addition, other changes within the regulatory, scientific, and social landscape have identified new and evolving issues that the 2017 WMP may not adequately address.

Gaps Assessment

Barr staff considered and referenced the following documents in reviewing the 2017 WMP for potential gaps:

- RWMWD Annual Report (2022)
- RWMWD Rules (2019)
- Washington County Groundwater Plan (2014)
- Minnesota Rules 8410 (2023)
- Local water management plans of the following municipalities: Maplewood, North St. Paul, Oakdale, Roseville, Shoreview, St. Paul, and Woodbury

The attached table identifies approximately 20 potential “gaps” that we recommend the RWMWD consider during its next Plan update. The table lists potential gaps by “subject” and groups gaps into three categories:

- **Natural Resource** – gaps related to stormwater, lakes, streams, and other natural resources and the data that characterizes those resources (e.g., monitoring data)
- **RWMWD Operations** – gaps related to the development and implementation of RWMWD policy, programs, and projects
- **Plan Document** – gaps related to the organization, structure, and content of the WMP

For each subject, the table presents:

- A brief summary of how the subject is addressed in the 2017 WMP
- The typical role of cities relative to the subject (not applicable in all cases)
- Expectations, guidance, or applicable regulation from State agencies
- A summary of the potential gap or inconsistency with current data or practice
- Examples of how the subject is addressed by other watershed management organizations (WMOs) and watershed districts (WDs)

The table includes several subjects that are generally well-covered by the 2017 WMP (e.g., public involvement and education) and some subjects that are addressed in detail by other documents (e.g., performance standards defined in the RWMWD Rules). We have included these subjects in the table to highlight possible remaining gaps or areas for improvement during the Plan update.

Summary and Next Steps

RWMWD developed the 2017 WMP using the most current information available at the time and referencing other current and future planning documents. Since adoption of the 2017 WMP, however, the evolution of water resource management issues has created some gaps. While RWMWD continues to adapt to evolving issues through program and operations updates, many updates are not reflected in the 2017 WMP document. This analysis summarizes potential subject area gaps. Barr and RWMWD staff have also identified and emphasized key subject areas to be considered in the next RWMWD WMP update, including:

- Chloride pollution
- Polyfluoro-alkyl substances (PFAs)
- Infiltration restrictions and increased reliance on non-infiltration BMPs
- Climate resiliency (including Flood Risk Reduction and Ecosystem Restoration)
- Increasing operations and BMP maintenance needs

To: Ramsey-Washington Metro Watershed District Board of Managers
From: Greg Williams, Gabrielle Campagnola, and Erin Anderson-Wenz, Barr Engineering Co.
Subject: Review of 2017 RWMWD Watershed Management Plan and Gaps Analysis
Date: October 24, 2023
Page: 3

- Goal measurability
- Project Prioritization
- Diversity, equity, and inclusion

This gaps analysis will be presented to the RWMWD Board of Managers and serves as a reference to be considered when the RWMWD Managers, staff, and stakeholders begin the Plan update process in 2024.

RWMWD Watershed Management Plan Gaps Analysis - 10/24/2023

Subject Type	Subject	Content/description in 2017 RWMWD WMP (or other documents as shown in blue text, source noted)	City Role or Related Activities (unhide to show specific cities)	External Agency/Organization Requirements/ Expectations	Potential Gap/Recommendation	Activities of Other WD/WMOs
Natural Resource	Impaired Waters and TMDLs	<p>Figure 1-11 and Table 1-4 summarize impaired watershed within RWMWD based on the 2014 Impaired Waters 303(d) list. Impairments are also noted in Section 2 subwatershed summaries, as applicable.</p> <p>Impairment status was a factor in waterbody nutrient classification in the 2017 WMP (see Section 1.10.3)</p> <p>Subwatershed sections (Section 2.XX) include figures summarizing cumulative phosphorus load reduction to track progress towards TMDLs goals.</p>	Local water plans identify impaired waters (e.g., Mississippi River). Not all local plans reference Lake Pepin Excess Nutrients TMDL. Local plans are generally vague on City actions to address TMDLs.	<p>Since completion of the 2017 WMP, the MPCA has identified new impairments, including:</p> <ul style="list-style-type: none">- PFOS in fish tissue (Gervais Lake, Tanners Lake, Lake Phalen, Mississippi River)- Invertebrate biology (Unnamed Creek to Gervais Lake)- Aluminum, fecal coliform, and PFOS in water (Mississippi River) <p>The MPCA completed the Lake Pepin Watershed Excess Nutrients TMDL; the TMDL applies a waste load allocation to MS4s (0.35 lb/acre/year).</p>	<p>As water quality is a primary focus of the RWMWD, the WMP should include new/current impairments (in addition to referencing the webmap). Specifically, the WMP should discuss load requirements resulting from Lake Pepin TMDL and the RWMWD role relative to PFOS impairments.</p> <p>The WMP update may consider some or all impairments in prioritizing waterbodies, watersheds, and/or individual activities (2017 WMP considered only nutrients).</p>	<p>BCWMC - implementation program includes activities identified specifically in TMDLs (e.g. Medicine Lake TMDL)</p> <p>CRWD - plan goals include load reduction and water quality targets from completed TMDLs, including South Metro Mississippi River TSS TMDL and draft Lake Pepin TMDL (both applicable to LMRWMO)</p>
Natural Resource	Chloride	<p>Chloride is noted as an impairment for several RWMWD waterbodies and presented in Figure 1-11 and Table 1-4. Section 1.10.5 references the Twin Cities Metro Area Chloride TMDL (then in-progress). Chloride monitoring results are presented in RWMWD annual monitoring reports.</p> <p>WMP action item WQ3 states: <i>Assist local communities in implementing projects or other management actions resulting from the Minnesota Pollution Control Agency’s Twin Cities Metro Chloride Project or future chloride total maximum daily load studies.</i></p> <p>Section 1.10.5 notes: <i>The District will assist cities in implementing the recommendations included in the TCMA Chloride Management Plan through its public information and education (PIE) program.</i></p>	Member cities use chloride for municipal maintenance activities and implement varying strategies to reduce chloride loading. Most cities are implementing several chloride management strategies required as part of their MS4 permits.	The Twin Cities Metro Area Chloride Management Plan provides guidance to limit chloride loading. State agencies have universally identified chloride as a priority pollutant of concern in recent WMO/WD Plan comment letters.	<p>RWMWD goals, policies, and rules addressing chloride management are not defined in the 2017 WMP. RWMWD actions regarding chloride management are only generally defined as "assist cities...". WMP development is an opportunity to more fully characterize chloride as an issue in the watershed and clarify the RWMWD's current and planned role in addressing chloride pollution (e.g., monitoring, cost-share, rule updates).</p>	<p>BCWMC - policies identify cooperation and support roles for the WMO in managing chloride.</p> <p>CRWD - Plan includes development of strategies to regulate chloride use and increased education.</p> <p>NMCWD - requires site developers to demonstrate certification for salt applicators.</p>
Natural Resource	Perfluorinated Chemicals (e.g., PFAS)	Perfluoro-alkyl substances (PFOS) contamination is present in groundwater in Washington County, including RWMWD. Several RWMWD waterbodies have been listed as impaired due to PFOS (a type of PFAS) in fish tissue. PFAS is not mentioned in the 2017 WMP. Recent RWMWD monitoring reports discuss PFAS issues generally.	Local water plans generally do not reference PFAS contamination (most local plans were updated in 2018 prior to increased emphasis on PFAS issues).	The MPCA has referenced PFAS contamination as a water quality concern in recent comments on WMO/WD Plan updates. The MPCA and MDNR are managing funds available for projects to address the quality of natural resources impacted by PFAS/PFAS contamination.	RWMWD's role regarding PFAS contamination is not defined in the 2017 WMP. Plan development is an opportunity to evaluate PFAS contamination as a RWMWD priority (or not) and define RWMWD's role in addressing PFAS contamination.	VBWD - the 2025 Plan update will consider the VBWD's in addressing PFAS contamination.
Natural Resource	Infiltration as Stormwater Management	<p>RWMWD rules prioritize the use of infiltration (where feasible) to meet applicable stormwater management requirements. Section 1.14 notes that the presence of soil contamination may limit or prevent the use of infiltration as a stormwater management option. Subwatershed sections (2.XX) include figures presenting areas prioritized for infiltration and areas vulnerable to changes in groundwater systems.</p> <p>The Executive Summary notes the following focus area: <i>Identifying sensitive areas where infiltration should be limited.</i></p>	Local performance standards are consistent with RWMWD requirements emphasizing infiltration. All local plans note infiltration as a preferred BMP. Several plans identify the potential conflict between infiltration and groundwater protection.	<p>The current NPDES permit and MS4 General Permit include new criteria that prohibit the use of infiltration in many areas.</p> <p>Initiatives in County groundwater plans include:</p> <ul style="list-style-type: none">- Collaborating with LGUs and WMOs to identify and preserve regional recharge areas...- Collaborating with state agencies to develop guidelines on placement of infiltration BMPs in protection areas and develop a map showing areas where infiltration is not recommended.	<p>Plan development is an opportunity to review the benefits and limitations of infiltration as a preferred stormwater BMP, consider the impacts of increased reliance on non-infiltration BMPs (e.g., reuse), and update (if appropriate) RWMWD messaging regarding the use of infiltration in the context of stormwater management and groundwater protection.</p> <p>Plan development is an opportunity to evaluate the presentation and use of infiltration priority areas (shown in Sections 2.XX) with consideration of updated infiltration prohibitions and consider revisions to RWMWD groundwater management roles are appropriate.</p>	<p>BCWMC - Plan generally describes the pros and cons of infiltration to provide context for its use as a preferred BMP.</p> <p>LMRWMO - Plan includes policies describing alternative performance standards where infiltration is prohibited.</p>

RWMWD Watershed Management Plan Gaps Analysis - 10/24/2023

Subject Type	Subject	Content/description in 2017 RWMWD WMP (or other documents as shown in blue text, source noted)	City Role or Related Activities (unhide to show specific cities)	External Agency/Organization Requirements/ Expectations	Potential Gap/Recommendation	Activities of Other WD/WMOs
Natural Resource	Invasive Species	Section 1.10.7 lists aquatic invasive species (AIS) present in RWMWD and describes the water quality impacts of curlyleaf pondweed (CLP), carp, and zebra mussels. Notable invasive species are discussed in subwatershed sections (Section 2.XX), as applicable. Section 4.2.1 notes actions to manage AIS as lower priorities (tier 2/3). The implementation program includes carp management in the Phalen Chain of Lakes and Lake Bennett-Lake Owasso chain and macrophyte management in several RWMWD lakes.	City plans generally do not describe specific AIS management actions (North St. Paul describes RWMWD carp management)	MDNR has identified invasive species as a concern in WMO/WD Plan update comment letters. RWMWD works closely with Ramsey County AIS staff.	Plan development is an opportunity to evaluate RWMWD's existing AIS management roles (e.g., carp management). The Plan is an opportunity to clarify the RWMWD's role relative to emerging AIS (e.g., rapid response). Consider adding discussion of AIS in the context of climate resiliency.	BCWMC - requires limited monitoring for cities; developed AIS rapid response plan to guide action when AIS are discovered. BDWMO - Plan includes general implementation items for vegetation management (native and invasive). CRWD - performs invasive species management for District natural resource projects. VBWD - defines technical support role and funding role if there is a demonstrated water quality impact.
Natural Resource	Climate Resiliency	Section 1.2 presents climate information and data supporting increasing trends in precipitation amounts and intensities. Section 1.12 (Water Quantity and Flooding) does not specifically address future climate resiliency. RWMWD completed the Beltline Resilience Study in 2020 to address resiliency to increased flooding in several areas of the RWMWD.	Most City plans note a towards larger and more intense precipitation events.	State agencies have commonly cited climate resilience as an issue focus area for WMO/WD Plans in recent comment letters.	Plan development is an opportunity to incorporate relevant content from the Beltline and non-Beltline Areas Resiliency Studies, as well as the extensive work completed in the Grass, Snail and West Vadnais Lake areas since the last plan update. Also, it will be important to consider how other parts of the watershed not addressed by these studies may be affected by future climate trends. Atlas 15 is likely to be published during Plan development and will supersede design precipitation events of Atlas 14 currently used by the RWMWD and its cities. Plan development is also an opportunity to evaluate and define the RWMWD's role in increasing resiliency of natural and engineered systems.	RPBCWD - Plan includes fact sheets (targeting broad audience) addressing climate change, including trends and future precipitation estimates. CRWD - Plan includes discussion of trends and future precipitation estimates. SWWD - Developed a standalone climate resiliency plan that will be incorporated into next WMP update. MWMO - Developing a climate resiliency plan in Fall 2023.
Natural Resource	Groundwater Management	Section 4.1.8 describes the RWMWD's groundwater management roles and summarizes relevant initiatives of Ramsey and Washington Counties defined in their respective groundwater management plans. RWMWD-led roles focus on groundwater-surface water interaction while other roles focus on supporting partners.	Some cities rely on groundwater for drinking water and must adopt Wellhead Protection Plan. Otherwise, cities generally defer groundwater management roles.	Metropolitan Council guidance identifies groundwater as an issue that must be addressed by WD plans. County roles for groundwater management are defined in County groundwater plans. The MPCA has referenced PFOS contamination of groundwater as a water quality concern in recent comments on WMO/WD Plan updates	Plan development is an opportunity to assess RWMWD's current and potential roles relative to groundwater management, including monitoring, regulation, education, etc.	Many WMO and WD Plans include roles to support County and MDNR in actions to address groundwater issues. BCWMC - reviews MDNR groundwater permits within 1,000 feet of Bassett Creek. VBWD - performs groundwater level monitoring; considers potential groundwater impacts in permit review.
Natural Resource	Watershed Monitoring	Section 4.1.6 and Section 4.1.7 describe RWMWD's natural resource and water quality monitoring programs. RWMWD monitors carp, macrophytes, lake and stream/outfall water quality, and streamflow. Monitoring results are published in a detailed and comprehensive annual monitoring report. Individual lake water quality data is available from the RWMWD website.	Local plans primarily reference RWMWD monitoring efforts (or other partners). Woodbury notes funding for monitoring (in cooperation with partners).	Monitoring programs must be described (and/or referenced) in the Plan. Monitoring activities should reflect District priority resources.	Current RWMWD monitoring activities may not be aligned with future priorities (i.e., resources, pollutants, geographies) identified in the Plan update. Plan development is an opportunity to reassess monitoring goals and ensure monitoring activities are consistent with current priorities and goals. Plan development is an opportunity to consider how reporting tools align with intended audiences, state requirements, and media/access.	BCWMC, BDWMO - waterbody classification drives monitoring at regular intervals according to priority; monitoring performed by consultant; BCMWC funds monitoring performed via Citizen Assisted Monitoring Program (CAMP). VBWD - waterbody classification drives monitoring at regular intervals (annual for highest priority waters); monitoring is done via CAMP or similar program. CRWD - water quality monitoring of priority waterbodies is performed annually by staff

RWMWD Watershed Management Plan Gaps Analysis - 10/24/2023

Subject Type	Subject	Content/description in 2017 RWMWD WMP (or other documents as shown in blue text, source noted)	City Role or Related Activities (unhide to show specific cities)	External Agency/Organization Requirements/ Expectations	Potential Gap/Recommendation	Activities of Other WD/WMOs
Natural Resource	Water Quality Goals and Trend Analyses	<p>Section 1.10 notes that RWMWD has adopted select State water quality goals and seeks to maintain or improve water quality in waterbodies already meeting standards.</p> <p>Subwatershed sections (Section 2.XX) present most recent 10-year average water quality relative to eutrophication standards and assess trends. Section 1.10.3 describes how water quality trends relative to nutrients are considered in classification of waterbodies.</p>	<p>Some local water plans reference RWMWD water quality goals.</p> <p>Woodbury presents water quality data and includes City goals.</p>	<p>MN Rules 8410 requires that Plans include an assessment of water quality trends. MN Rules 8410 requires that Plans acknowledge local water quality goals that are not as stringent as State standards.</p>	<p>Many WDs/WMOs adopt State standards combined with "maintain or improve existing water quality" similar to the RWMWD. The Plan update is an opportunity to look at watershed water quality in aggregate for consideration in overall prioritization of activities (i.e., "Is improving water quality still the biggest challenge?").</p> <p>Now that more data is available, chloride data, trends, and assessment against standards should be added to the subwatershed water quality results presented in Sections 2.XX.2.</p>	<p>Most WDs/WMOs present water quality goals and data similar to RWMWD:</p> <p>BDWMO - Plan includes summary of trends over a 10-year window for TP, chlorophyll a, and clarity.</p> <p>CRWD - Plan includes a figure that visually presents 10-year average TP, chlorophyll a, and clarity values and standards for District Lakes.</p> <p>LMRWMO - Plan sets water quality goals at State levels for waters exceeding State standards and goals based on existing conditions for waters meeting State standards.</p> <p>RPBCWD - Waterbody goals are presented in lake summary fact sheets that present recent data and other watershed-specific information.</p>
Natural Resource	Wetland Management	<p>Section 1.11 describes the Minnesota Wetland Conservation Act (WCA), RWMWD wetland inventory, and RWMWD wetland classifications. RWMWD classifies wetlands as Manage A, B, or C based on functions and values.</p> <p>Section 3.2.1.2 notes the RWMWD's role as administrator of the WCA in the watershed (excluding St. Paul).</p> <p>RWMWD's "Achieve healthy ecosystems" goal generally addresses wetland health signs of success include: <i>Wetlands are preserved and protected, as measured by their net area (no net loss) and the continued viability of their functions and value.</i></p>	<p>RWMWD cities except St. Paul defer LGU administration to the RWMWD.</p> <p>Cities adopt RWMWD wetland management standards via policy.</p>	<p>MN Rules 8410 requires priority areas for wetland preservation, enhancement, restoration, and establishment identified in the Plan.</p> <p>MnDOT serves as LGU for Wetland Conservation Act in its Right-of-Way.</p>	<p>The Managers reviewed RWMWD wetland management goals, policies, rules, and activities in Fall 2022. This review noted that specific wetland protection and restoration activities are absent from the WMP implementation schedule. This review noted that possible future roles for RWMWD could include:</p> <ul style="list-style-type: none">- Additional standards for wetland bounce and inundation period- Targeted monitoring of wetlands to assess ecological trends and/or project performance- Specific wetland restoration/improvement projects <p>Plan development is an opportunity to review potential wetland management roles in greater detail and define those roles in the WMP and associated implementation schedule.</p>	<p>WDs with permit programs (VBWD, CRWD) generally serve as LGU for Wetland Conservation Act with some exceptions.</p> <p>CRWD - Plan includes priority wetland areas carried over from prior (2010) Plan; implementation program includes funding for natural resource inventories and improvement projects</p> <p>BCWMC/BDWMO/VRWJPO - specify MnRAM (or similar) wetland classification system</p>
RWMWD Operation	Resource Prioritization	<p>Section 1.10.3 classifies RWMWD lakes and streams as "Impaired", "At Risk", or "Stable" relative to applicable nutrient water quality standards. Section 1.10.3 notes that specific improvement activities are identified for "Impaired" waters, while specific activities may be implemented for "At Risk" waterbodies, and District-wide programs are intended to address "Stable" waterbodies. Section 1.10.3 notes that the Managers may implement projects for specific waterbodies regardless of nutrient classification on a case-by-case basis.</p>	<p>Woodbury list priority resources. Others note state classifications of resources (e.g., trout stream or outstanding resource value waters).</p>	<p>Though not explicitly required per MN Rules 8410, guidance from BWSR emphasizes establishing priority resources to focus WMO/WD activities.</p>	<p>The current RWMWD classification considers only resource conditions relative to nutrients.</p> <p>Plan development is an opportunity to consider additional factors for prioritizing resources for targeted actions. Factors may include, but are not limited to:</p> <ul style="list-style-type: none">- Flood risk- Ecological health (e.g., invasive species, fish)- Non-nutrient water quality issues (e.g., chloride)- Public value (e.g., access, recreational use)- Socio-economic factors	<p>BCWMC - Plan identifies four priority streams and 10 priority lakes subdivided into two categories.</p> <p>BDWMO - Plan identifies five strategic waterbodies that are the focus of BDWMO implementation.</p> <p>LMRWMO - Plan identifies two levels of priority waterbodies based on factors including water quality, public access, intercommunity drainage, and ecological value.</p> <p>VBWD - Plan categorizes lakes and streams into three classifications specifically for water quality management actions.</p>

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RWMWD Operation	BMP Maintenance	<p>Section 4.1.9 notes that RWMWD is responsible for maintenance of over 40 capital improvements and describes the RWMWD facility maintenance program. Section 4.1.9 notes the average annual cost of facility maintenance and lists 18 specific past maintenance projects.</p> <p>Section 3.2.2 notes that Cities are responsible for maintaining municipal stormwater infrastructure.</p>	MS4 communities are responsible for maintenance of their stormwater infrastructure and obtaining maintenance agreements for BMPs they permit. Most local water plans document their role in policy.	MN Rules 8410 requires that Plans must define who is responsible for inspection, operation, and maintenance of storm water infrastructure, public works, facilities, and natural and artificial watercourses.	<p>Since 2017 WMP adoption, RWMWD has implemented a program to share some public infrastructure maintenance roles with cities (including street sweeping). The Plan should be updated to document current RWMWD practice.</p> <p>Plan development is an opportunity for RWMWD to evaluate how current program(s) are functioning, further engage with cities about any challenges they may be facing regarding maintenance activities, and assess possible expanded role(s) for the RWMWD to support its cities.</p> <p>The Plan should also specifically note that maintenance agreements are required for private developers of BMPs.</p>	CRWD - Plan includes implementation activities to develop maintenance programs for private facilities
RWMWD Operation	Implementation Program (Projects)	<p>Table 4-1 presents the 2017 WMP implementation schedule that includes District-wide activities and resource-specific projects. Resource-specific projects are also included in subwatershed implementation tables included in Section 2.XX.</p> <p>Completed projects are described in the RWMWD Annual Report.</p>	Local water plans must include 10-year implementation schedules. Most implementation schedules include only City-led projects, although some plans reference RWMWD-led projects.	<p>MN Rules 8410 requires that Plans include a 10-year implementation schedule including planned projects and capital improvements. Implementation schedules must specify estimated timeline, estimated cost, funding source, and partners.</p> <p>Projects must be included in Plans to be eligible for some State grant funds.</p>	<p>Many of the resource-specific projects included in the 2017 WMP have been completed or have been determined to no longer be a priority.</p> <p>Plan development must identify future improvement opportunities relative to 2026 WMP priority issues and resources (see also project prioritization).</p>	All WMO/WD plans include a 10-year implementation schedule.
RWMWD Operation	Project Prioritization	Section 4.2.1 describes project and program prioritization and lists 8 factors the Managers use (generally) to make funding and staffing decisions for projects and programs. The 2017 WMP categorizes projects and programs as Tier 1, 2, or 3 based on "relevance to District goals." Section 4.2.1 list specific criteria/factors for classification of projects and programs as Tier 1, 2, or 3. The 2017 WMP does not prioritize projects/programs within each tier.	Implementation schedules of local water plans are typically not prioritized (although many activities are noted as required per City MS4 permits)	MN Rules 8410 requires that Plan implementation programs be prioritized and targeted. MN Rules 8410 does not specify <i>how</i> WMOs/WDs prioritize their implementation programs.	<p>Since adoption of the 2017 WMP, RWMWD has developed a prioritization tool for water quality projects and created prioritized lists of flood risk reduction projects and wetland restoration projects. Plan development is an opportunity to review current prioritization methods relative to 2026 WMP priority issues and resources and revise methods, as needed.</p> <p>The 2026 WMP must document RWMWD project prioritization methods, as revised.</p>	<p>BCWMC - Plan references a CIP prioritization process used to rank/prioritize capital improvements.</p> <p>LMRWMO - Plan identifies projects as low, medium, or high priority based on qualitative factors.</p> <p>RPBCWD - Plan describes a CIP prioritization process using benefit and feasibility factors.</p>
RWMWD Operation	Progress Assessment	<p>The 2017 WMP includes goals that are supported by "actions" and "signs of success" listed in the WMP Strategic Overview. The 2017-2026 implementation schedule (Table 4-1) includes cross references between implementation items and the most applicable "action items" from the Strategic Overview - the "action items" are more general and may apply to several implementation items. Signs of success are not directly linked to implementation items or action items in the 2017 WMP.</p> <p>The RWMWD annual report describes projects and programs completed each year but does not include an update of the implementation program in tabular format.</p>	Local plans do not include assessment of progress towards goals.	MN Rules 8410 requires that Plans include measurable goals. Measurable goals have been an emphasis of BWSR in recent comments on WMO/WD plan updates.	<p>The goals in the 2017 WMP are not explicitly measurable as written. They are supported by "signs of success" that allude to metrics that may be used for assessment (e.g., Projects and programs maintain or improve water resources, as confirmed by water quality trends.)</p> <p>The Plan must describe a process RWMWD will use to assess progress made towards measurable goals. Plan development is an opportunity to more explicitly link goals with actions and measurable outcomes. Concurrent with Plan development, consider developing a template for organizing and tracking this information (e.g., table) and how this tool might align with existing RWMWD documents like the annual report.</p>	<p>BDWMO - Plan update generally describes process for evaluating progress; tracking tables are not included in Plan.</p> <p>CRWD - correlates individual implementation items with one or more goals to establish correlation; implementation program identifies "measurable outputs" associated with each activity</p> <p>PLSLWD - includes "dashboards" for resource goals to track quantifiable progress towards goals (e.g., lbs of watershed TP load reduction).</p>

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RWMWD Operation	Performance Standards	RWMWD performance standards are documented in the RWMWD Rules, last updated in 2019. Standards address stormwater water quality, rate, and volume control, floodplain impacts, wetland impacts and buffers, and other criteria.	Cities adopt RWMWD performance standards by policy and reference RWMWD Rules as applicable.	MN Rules 8410 require that Plans describe regulatory programs.	Plan development is an opportunity to evaluate the RWMWD regulatory program regarding level of performance standards, consistency with State and partner rules, and related coordination with cities. Potential gaps related to specific standards may include: - infiltration prohibitions - wetland performance standards (see wetlands item above) - issues related chloride	RWMWD performance standards are similar to those of several east metro WDs (e.g., VBWD, SWWD, CRWD) that are based on the MPCA's Minimal Impact Design Standards (MIDS). RWMWD adopted a volume control requirement of 1.1" of runoff versus the 1" of runoff similar required by the NPDES Construction Stormwater Permit.
RWMWD Operation	Diversity, Equity, and Inclusion (DEI)	Diversity, equity, and inclusion (DEI) are not specifically addressed in the 2017 WMP. Since 2017 WMP development, RWMWD has considered how socio-economic factors may be considered in prioritizing stormwater projects.	Not directly addressed in local water plans. Comprehensive plans address population and demographics and often not increases in population diversity.	Comments on recent WMO and WD planning efforts show that BWSR, MPCA, and Metropolitan Council emphasize consideration of DEI factors in Plan development including establishment of priority resources.	Plan development is an opportunity to review, consider, and document how DEI factors are incorporated into RWMWD planning, projects, and operations. Demographic data, vulnerable population datasets, and environmental justice datasets have been developed by agencies such as the US Centers for Disease Control and the Metropolitan Council and may be considered in prioritizing resources and targeting activities. RWMWD's education program and citizen advisory committee (CAC) are additional potential avenues to incorporate DEI considerations.	BCWMC - during 2025 plan development, the BCWMC and SCWD jointly hosted a DEI workshop to understand how DEI factors related to water resource management. CRWD - developed a DEI plan and considered socio-economic factors in identifying priority areas for District cost-share grant programs. SCWMWMC - 2023 Plan seeks to "incorporate equity principles of diversity, equity, inclusion, and access into watershed programs and projects".
RWMWD Operations	Public Involvement and Education	Section 4.1.4 describes the RWMWD public information and education (PIE) program. Section 4.1.4 identifies target audiences and program responsibilities and lists several initiatives to be completed from 2017-2026. RWMWD co-hosts WaterFest annually as a public involvement and education event (RWMWD Annual Report).	Cities are required to implement education elements as part of their MS4 permits. Cities are a cooperator in RWMWD's implementation of its PIE program.	East Metro Water Resources Education Program (EMWREP) is a educational partnership including several WDs in Washington County. MN Rules 8410 require that Plans describe information and education programs, including related cost-share programs.	Plan development is an opportunity to assess what planned PIE initiatives are ongoing, completed, or no longer a priority and update initiatives to reflect current Plan priorities. Consider moving detailed discussion of the PIE program to a Plan appendix or standalone PIE planning document to maintain or increase planning and implementation flexibility.	BCWMC - Education plan is included as an appendix to the main Plan document.
RWMWD Operation	Funding	Section 4.1.1.1 describes RWMWD funding sources and briefly notes the role of State and Federal grants in funding capital projects. 2017 WMP sections describing other programs also note the pursuit and use of grant funding for projects. Since the development of the 2017 WMP, BWSR has implemented watershed-based implementation funding (WBIF) that allocates non-competitive grant funds to watersheds.	Cities are represented in the WBIF "convene" process used to select projects to be funded with WBIF. Local plans identify funding sources, but none describe WBIF.	Plan implementation schedules must identify funding sources, including the use of grant funding.	The Plan should be updated to reflect WBIF as a potential funding source and briefly summarize the process for allocating WBIF.	Many Plans developed since WBIF began describe WBIF and the WMO or WD's cooperative role in identifying and implementing projects using WBIF. Examples include BDWMO, LMRWMO, and LRRWMO.
Plan Document	Plan Structure & Format	The 2017 WMP is formatted as four main sections, one of which (Section 2) includes 25 major subwatershed sections - each presents land and resource data, summaries of water quality, flooding, and ecological health issues, and a subwatershed-specific implementation program. The 2017 WMP includes a 25-page Strategic Overview that summarizes key WMP content.	Not evaluated.	MN Statutes 103B include plan content requirements for Plans.	Plan development is an opportunity to review whether the current document structure is well-suited to intended audience and functions and consider if changes to would improve functionality. Plan development is an opportunity to consider how the Strategic Overview has been used, if the new Plan should include a similar summary document, and how it might be improved based upon past use.	Plans vary widely.

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Plan Document	Resource Inventory	Section 1 of the 2017 WMP provides a watershed-wide resource inventory. Select data including land use, water quality, water level, and wetland data are presented at a subwatershed-level in the Section 2 major watershed summaries.	Local water plans generally include summaries of natural resources within their jurisdictions and associated GIS figures.	MN Rules 8410 requires that Plans include land and water resource information addressing multiple resource topics including: topography, soils, geology, precipitation, surface waters, water quality, groundwater, stormwater systems, pollutant sources, fish and wildlife habitat, recreation areas, land use and proposed development, and priority areas for wetland restoration. Plans may reference existing plans.	Some of the data included in the Plan summary will need to be updated (e.g., water quality trends). The Plan update is an opportunity to consider what data should be included in the main document, included as an appendix, or included on the RWMWD website and referenced in the Plan.	BCWMC - a land and water resource inventory is included as a stand-alone Plan section placed early in the Plan (Section 2) to provide background and context for discussion of issues. CRWD - a detailed land and water resources inventory is included as an appendix to the Plan. Relevant details are included in the discussion of goals and issues to provide context. SWWD - the Plan includes a very brief inventory and references the prior Plan; the website contains an interactive webmap presenting relevant data layers VBWD - a District-wide land and water resource inventory is included as a Plan section. Individual subwatershed plans included in the Plan summarize relevant resource information specific to that area.
Plan Document	Plan Audience and Content	<p>The 2017 WMP is a comprehensive document. It contains over 300 pages in the major subwatershed sections (Section 2). Section 3 describes RWMWD roles and responsibilities as well as the roles of State and partner organizations. Section 4 describes RWMWD operations and programs and contains the implementation schedule.</p> <p>The 2017 WMP includes a 25-page Strategic Overview summarizing key Plan content in a more accessible format.</p>	Not evaluated.	MN Rules 8410 includes requirements for Plan content. Generally, these include: executive summary, land and water resources inventory, assessment of issues, measurable goals, and implementation schedule.	<p>Plan development is an opportunity to consider what audiences will use the Plan and how the document will be used. Public and other non-technical audiences may use the Plan differently than RWMWD Managers and staff. Consider the balance of detail, brevity, and cross-referencing of other documents.</p> <p>Consider if a Strategic Overview is still appropriate and if changes to content and structure are needed.</p>	<p>Plans vary widely.</p> <p>CRWD - Plan includes a separate, 20-page summary document highlighting key information. RPBDWD - Plan contains embedded, 4-page, waterbody-specific fact sheets and an 8-page overall Plan summary. VBWD - The 1,000+ page Plan serves as a complete historical record including detailed subwatershed information.</p>

- WMO/WD Abbreviations:**
- BCWMC** Bassett Creek Watershed Management Commission
 - BDWMO** Black Dog Watershed Management Organization
 - CRWD** Capitol Region Watershed District
 - LRRWMO** Lower Rum River Watershed District
 - PLSLWD** Prior Lake Spring Lake Watershed District
 - NMCWD** Nine Mile Creek Watershed District
 - RPBCWD** Riley Purgatory Bluff Creek Watershed District
 - SCWMWMC** Shingle Creek West Mississippi Watershed Management Commission
 - VBWD** Valley Branch Watershed District



Beltine Mississippi Branch Outfall Replacement Evaluation

Prepared for
Ramsey-Washington Metro Watershed District

October 2023

Certification

I hereby certify that this report was prepared by me or under my direct supervision and that I am a duly Licensed Professional Engineer under the laws of the State of Minnesota.



Nathan Campeau
PE #: 44917

October 20, 2023

Date

Beltline Mississippi Branch Outfall Replacement Evaluation

October 2023

Contents

1	Introduction and Background.....	1
2	Hydraulic Evaluation Summary	3
3	Repair Alternatives Analysis.....	7
3.1	Alternative 1: In-Pipe Repairs.....	7
3.1.1	Evaluation	7
3.1.2	In-Pipe Repair Options.....	1
3.2	Alternative 2: Excavate and Replace.....	4
3.2.1	Contaminated Soils.....	4
3.2.2	River Wall Connection and River Wall Tiebacks.....	4
3.2.3	Operations Impacts	4
3.2.4	Water Control	4
3.3	Recommendation	4
4	Pre-Design, Investigation, and Final Design	6
4.1	Coordination with Other Stakeholders	6
4.2	Environmental and Geotechnical Investigation.....	6
4.3	Steel Sheet Pile Wall Tie-Backs Investigation.....	6
4.4	Structural Inspection of Existing Steel Sheet Pile Wall	6
4.5	Site and Tunnel Survey.....	6
4.6	Permitting	6
4.7	Design	6
4.8	Bidding and Construction Administration	7
4.9	Estimated Costs	7

List of Tables

Table 2-1	Change in 100-year Hydraulic Grade Line for Concrete Liner	5
Table 2-2	Change in 100-year Hydraulic Grade Line for HDPE Liner	5
Table 2-3	100-year Hydraulic Grade Line for Replacement of 70-feet of upstream of Mississippi River Outfall with new Tunnel Section.....	6
Table 3-1	In-Pipe Repair Options.....	1
Table 4-1	Estimated Costs	8

List of Figures

Figure 1-1	Beltline Site Layout Near Outfall.....	1
Figure 1-2	Deformation and Joint Separations in 9-foot Diameter Steel Pipe	2
Figure 2-1	Drainage Area to Beltline.....	3
Figure 2-2	Hydraulic Model Reporting Locations.....	4
Figure 3-1	Slip Lining.....	1
Figure 3-2	Cured-in-Place Pipe	2
Figure 3-3	Spiral Wound Liner	2
Figure 3-4	Spincast/Shotcrete Liner.....	3
Figure 3-5	Channeline	3

List of Appendices

Appendix A	Beltline Repair Record Drawings
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Abbreviations

cfs	cubic feet per second
CIP	cast-in-place
CMP	corrugated metal pipe
CPEP	corrugated polyethylene pipe
FRP	fiberglass reinforced pipe
GRP	glass reinforced plastic
MH	manhole
MNDNR	Minnesota Department of Natural Resources
NWL	normal water level
OHW	ordinary high water level
RCP	reinforced concrete pipe
RWMWD	Ramsey-Washington Metro Watershed District
SSP	steel sheet pile
USACE	United States Army Corps of Engineers

1 Introduction and Background

The Ramsey-Washington Metro Watershed District (RWMWD) owns and maintains the Beltline Storm Sewer Interceptor (Beltline), a 33,000-foot long storm sewer tunnel that drains much of RWMWD, including the Phalen chain of lakes. The Beltline discharges into the Mississippi river (river) on Saint Paul Port Authority (SPPA) property that is leased to Northern Metals, near the intersection of Warner and Childs Roads. See Figure 1-1 for the general site layout and the tunnel alignment near the outfall location.

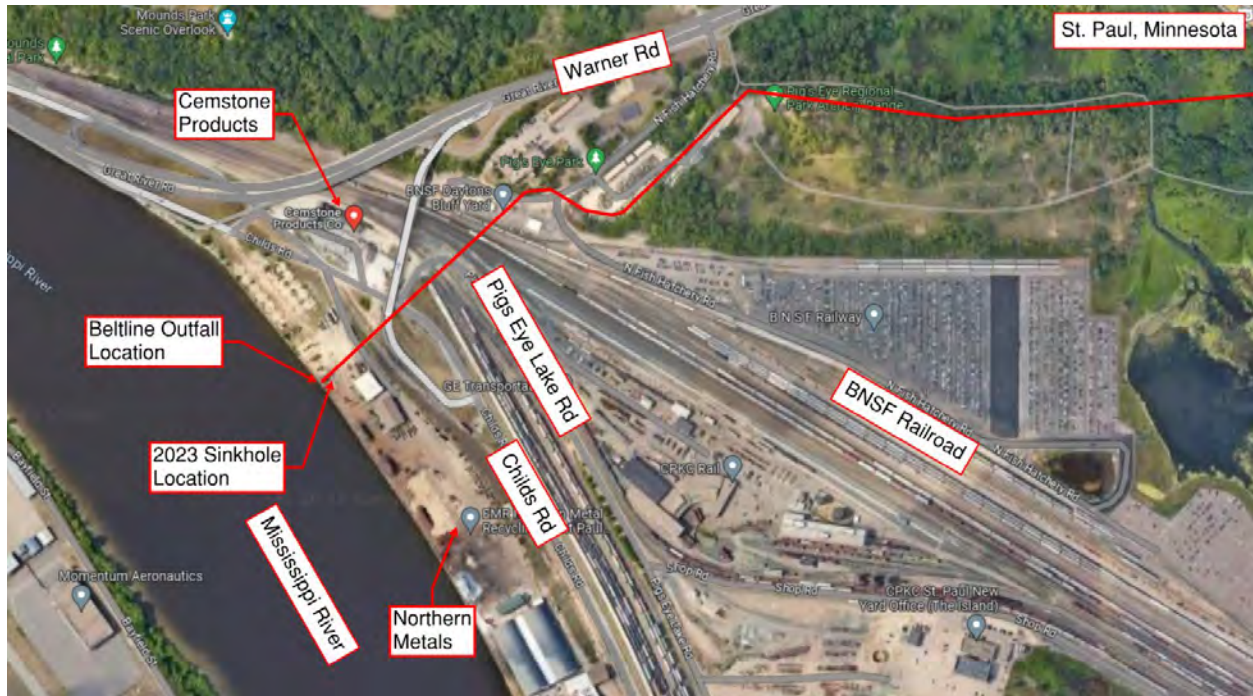


Figure 1-1 Beltline Site Layout Near Outfall

In early July 2023, a sinkhole was discovered over the Beltline tunnel in Saint Paul, approximately 25 feet upstream of the outfall into the river. RWMWD staff performed an inspection within the Beltline tunnel in the vicinity of the sinkhole and discovered deformation and two joint separations in the sides of the 9-foot diameter steel pipe as shown in Figure 1-2.



Figure 1-2 Deformation and Joint Separations in 9-foot Diameter Steel Pipe

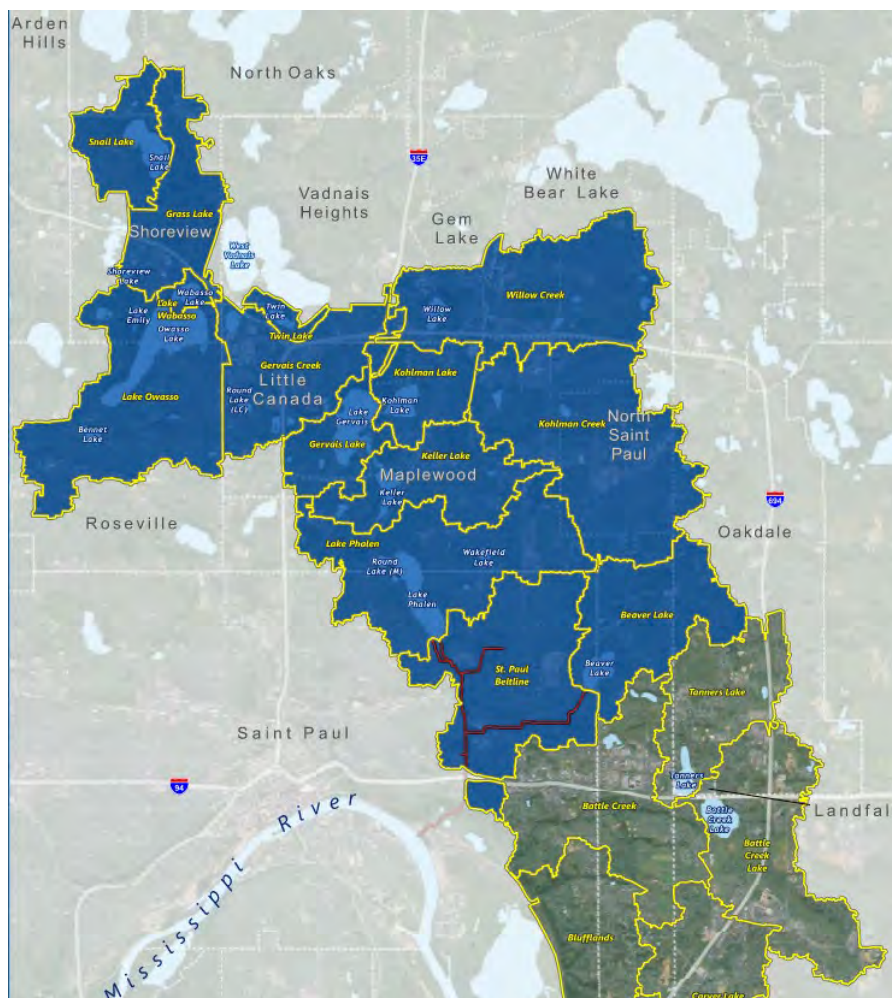
RWMWD retained Barr Engineering Co. to design an emergency repair which included the installation of steel welded patches over the joint separations. PCiRoads was retained by RWMWD to construct the repairs which were completed over four days in mid-July (within a week of discovery of the sinkhole). During construction, RWMWD staff discovered additional defects within the pipe including two penetrations in the invert (with voids measuring 4-15" deep below the pipe) at the connection of the pipe and manhole. The voids were filled locally to the penetrations but may be more extensive below the pipe. Record drawings of the emergency repair work are included in Appendix A.

The immediate risk of soil loss into the pipe was addressed during the emergency repairs. However, the 70-foot long steel section of pipe is in poor condition due to corrosion, potential voids below the pipe, and deformed areas outside of the emergency repair extents. The repair performed in July 2023 addressed the immediate failure, but the remaining pipe is at risk of failure and Barr recommends performing a long term repair of the entire 70-foot long steel pipe.

RWMWD requested that Barr complete an evaluation of alternatives for a permanent repair. The primary objectives of the evaluation are to summarize the hydraulic analysis of the Beltline, summarize the analysis of the repair alternatives and their construction feasibility, provide Barr's recommendation, and describe the anticipated investigation, engineering, and design scope and estimated costs to complete the repairs.

2 Hydraulic Evaluation Summary

The Beltline Stormwater Interceptor is a critical part of the District's stormwater infrastructure; it not only collects a large percentage of stormwater runoff from Saint Paul's east side, but also conveys runoff from the entire Phalen Chain of Lakes and Beaver Lake to the Mississippi River, as shown on Figure 2-1. The total drainage area to the Beltline Interceptor is over 17,800 acres (27.8 square miles).



Blue watersheds are tributary to the Beltline, which is shown in red.

Figure 2-1 Drainage Area to Beltline

The Beltline was constructed in 1920. During flood events, the size of the Beltline creates a restriction in stormwater flow to the river. This restriction has resulted in pressurization of the Beltline and above-ground surcharging of water in the downstream reaches. As a result, there is no additional capacity for an increase in peak flow rate into the Beltline or excess capacity for a reduction in cross sectional area.

A hydraulic evaluation was complete using the RWMWD stormwater model of the Beltline tunnel system and tributary drainage area to evaluation how various types of in-place repairs and replacement

alternatives would affect upstream flood levels shown in Figure 2-2. To evaluate the feasibility of in-pipe repair options, several reductions in diameter were modeled, with the smallest being a 2-inch diameter reduction (i.e., a one-inch liner thickness). A reduction this small from an in-pipe repair is not feasible due to the likelihood of it not being structurally independent, but was evaluated to determine what pipe reduction was acceptable from a hydraulic standpoint.



Storm sewer and tunnel locations are shown in yellow. Pink circles are locations of storm sewer inflow to the Beltline.

Figure 2-2 Hydraulic Model Reporting Locations

Table 2-1 Change in 100-year Hydraulic Grade Line for Concrete Liner

Location	Invert Elevation	Estimated Rim/Overflow Elevation	Existing	Reduction in Beltline Diameter		
				2 inches	4 inches	6 inches
MH1+45	685.17	702	696.82	697.17	697.57	697.99
MH8+82	687.63	704	701.89	702.22	702.58	702.95
MH15+87	690.06	708.5	706.46	706.77	707.10	707.42
MH22+26	695.20	717	710.68	710.98	711.27	711.55
MH26+66	700.06	714	713.89	714.17	714.44	714.68
Old Relief	710.60	718	717.66	717.85	718.03	718.16
New Relief	724.62	730.7	736.28	736.28	736.28	736.28

Red values indicate locations where the 100-year hydraulic grade line is above ground.

Red bold values indicate locations where there is an increase in the 100-year hydraulic grade line above ground when the Beltline is surcharging. (i.e., there are increases to the 100-year floodplain)

Table 2-2 Change in 100-year Hydraulic Grade Line for HDPE Liner

Location	Invert Elevation	Estimated Rim/Overflow Elevation	Existing	Reduction in Beltline Diameter		
				2 inches	4 inches	6 inches
MH1+45	685.17	702	696.82	697.02	697.42	697.83
MH8+82	687.63	704	701.89	702.08	702.44	702.80
MH15+87	690.06	708.5	706.46	706.65	706.98	707.29
MH22+26	695.20	717	710.68	710.87	711.16	711.44
MH26+66	700.06	714	713.89	714.07	714.34	714.59
Old Relief	710.60	718	717.66	717.78	717.96	718.13
New Relief	724.62	730.7	736.28	736.28	736.28	736.28

Red values indicate locations where the 100-year hydraulic grade line is above ground.

Red bold values indicate locations where there is an increase in the 100-year hydraulic grade line above ground when the Beltline is surcharging. (i.e., there are increases to the 100-year floodplain)

Table 2-3 100-year Hydraulic Grade Line for Replacement of 70-feet of upstream of Mississippi River Outfall with new Tunnel Section

Location	Invert Elevation	Estimated Rim/Overflow Elevation	Existing	New Tunnel Section			
				9-ft Circular RCP	8-ft x 8-ft Concrete Box	9-ft x 9-ft Concrete Box	10-ft Circular RCP
MH1+45	685.17	702	696.82	696.82	696.70	695.23	695.77
MH8+82	687.63	704	701.89	701.89	701.77	700.05	700.80
MH15+87	690.06	708.5	706.46	706.46	706.34	704.64	705.38
MH22+26	695.20	717	710.68	710.68	710.56	708.88	709.62
MH26+66	700.06	714	713.89	713.89	713.77	712.09	712.83
Old Relief	710.60	718	717.66	717.66	717.59	716.70	717.05
New Relief	724.62	730.7	736.28	736.28	736.28	736.27	736.27

Red values indicate locations where the 100-year hydraulic grade line is above ground.

The hydraulic evaluation indicates that a reduction in conveyance capacity would result in floodplain impacts upstream of the outfall to the Mississippi River (see red bold values in Table 2-1 and Table 2-2. However, replacing the existing tunnel with a concrete box or larger diameter circular section does not adversely impact upstream water levels.

3 Repair Alternatives Analysis

Barr evaluated both trenchless (in-pipe repairs) and open excavation (excavate and replace) alternatives as part the analysis presented herein.

3.1 Alternative 1: In-Pipe Repairs

In-pipe repairs involve the installation of a lining on the inside of the degraded “host” pipe (in this case, the 9-foot diameter steel pipe). For this project, Barr recommends that the liner be structurally independent of the existing steel pipe due to its poor structural condition.

3.1.1 Evaluation

Due to the reduction in cross sectional area and hydraulic capacity of the in-pipe repair options, and the lack of structural capacity that comes with a number of them, we do not recommend further consideration of in-pipe repair options. See Table 3-1 for the methods that Barr considered and the reasons we have concluded that they are not a viable option for the Beltline Mississippi Branch outfall repair.

3.1.2 In-Pipe Repair Options

Table 3-1 In-Pipe Repair Options

In-Pipe Repair	Description	Challenges	Photo	Concerns
Slip Lining	This method involves installing a smaller “carrier pipe” inside a larger “host pipe”, grouting the annular space between the pipes, and sealing the ends.	<ul style="list-style-type: none"> Control of water during installation Will decrease hydraulic capacity, impacting upstream properties 	Figure 3-1	Decreased hydraulic capacity
Cured-in-Place Pipe	This method involves inserting and running a felt lining into an existing pipe. A resin within the liner is then exposed to a curing element that makes it attach to the inner wall of the pipe. After the liner is fully cured, it will act as a new pipeline.	<ul style="list-style-type: none"> Control of water during installation Will decrease hydraulic capacity, impacting upstream properties 	Figure 3-2	Decreased hydraulic capacity
Spiral Wound Liner	This method involves a spool feeding a PVC profile strip through an existing access point in the sewer while a winding machine inside the sewer forms the liner directly onto the sewer walls. Grooves in the liner allow it to lock together, forming a water-tight surface. The annular space between the liner and existing pipe wall would then be grouted to finish the installation process.	<ul style="list-style-type: none"> Control of water during installation Will decrease hydraulic capacity, impacting upstream properties 	Figure 3-3	Decreased hydraulic capacity
Spincast/Shotcrete Liner	This method involves a cementitious mixture being centrifugally cast directly on an existing pipe wall using a specially designed mixing system and a spinning nozzle. The cementitious mixture is fiber-reinforced and designed for rehabilitation of corrugated metal pipes, culverts, concrete pipes, catch basins, and other storm water structures.	<ul style="list-style-type: none"> Control of water during installation Will decrease hydraulic capacity, impacting upstream properties Will not be structurally independent 	Figure 3-4	Lack of structural support and decreased hydraulic capacity
Channeline	This method involves inserting a glass reinforced plastic (GRP) pipe into the existing pipe, similar to sliplining. The channeline panels are manufactured with a socket and spigot joint, allowing the panels to connect inside the existing sewer. Each panel is custom made, allowing for a precision fit inside the existing sewer.	<ul style="list-style-type: none"> Control of water during installation Will decrease hydraulic capacity, impacting upstream properties 	Figure 3-5	Decreased hydraulic capacity



Figure 3-1 Slip Lining



Figure 3-2 Cured-in-Place Pipe

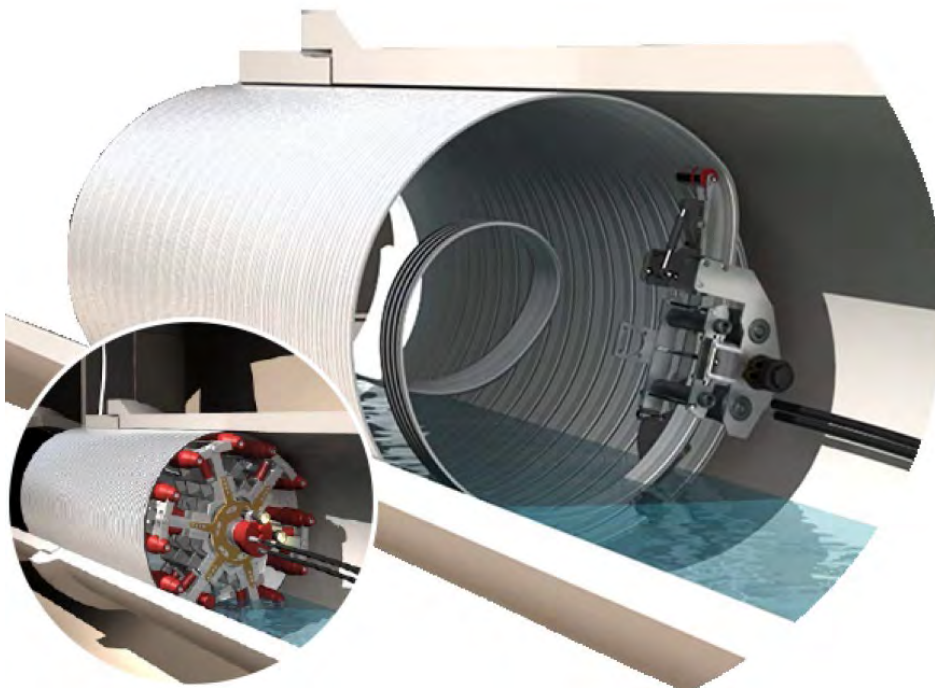


Figure 3-3 Spiral Wound Liner



Figure 3-4 Spincast/Shortcrete Liner



Figure 3-5 Channeline

3.2 Alternative 2: Excavate and Replace

The challenges associated with excavating and replacing the existing pipe are presented below.

3.2.1 Contaminated Soils

During the temporary repair work, it was found that the on-site soil is contaminated. Although the soil testing determined that the excavated soils were suitable for use at industrial facilities, additional testing may be needed to determine the extent of the contaminated soil and whether the soil can be reused onsite.

3.2.2 River Wall Connection and River Wall Tiebacks

The existing Beltline outfall ends at a steel sheet pile wall in the Mississippi River. The removal and replacement of the pipe and soil at the outfall will result in structural impacts to the wall, as well as structural inspection and design that will need to be conducted for the connection of the new outfall.

Tie backs are utilized to help stabilize the existing steel sheet pile wall in the river at the outfall. These extend back into the soil perpendicular to the wall, parallel to the existing pipe. These may be in the way of a replacement pipe since the replacement pipe wall thickness will likely be larger than the existing steel pipe. A site investigation is recommended to determine tieback geometry.

3.2.3 Operations Impacts

The land that the Beltline outfall crosses under is a gravel lot leased by Northern Metals, a metal recycling facility, to move materials and stage equipment. Excavation for the pipe will cause significant impacts to their operations. Coordination with Northern Metals will be critical during construction and design.

3.2.4 Water Control

Due to the invert of the outfall being approximately two feet below the NWL of the Mississippi River, the control of water within the excavation extents and in the river around the outfall will be a significant construction cost. Maintaining a stable dewatered excavation will be required during the pipe replacement. A cofferdam will likely be required around the outlet to the river. In addition, the tunnel's baseflow upstream of the outfall will need to be bypassed around the work area for the duration of the work. A robust and redundant system will need to be implemented by the contractor.

3.3 Recommendation

The existing steel pipe is in poor condition, and over the long term, is a risk to the site and performance of the Beltline tunnel. A reduction in the pipe's cross sectional area will result in a loss of hydraulic capacity, impacting upstream properties. Therefore, no in-pipe repair options are recommended. As a result, Barr recommends a full replacement of the 9-foot-diameter, 70-foot steel pipe section of the Beltline tunnel. Barr recommends replacing the existing 9-foot diameter steel pipe with a 9-foot diameter reinforced concrete pipe (RCP) or an 8-foot x 8-foot reinforced concrete box culvert. Barr also recommends evaluating the replacement of the existing manhole (approximately 10-feet wide by 10-feet tall structure),

located at the upstream end of the damaged pipe extents, during the design phase for ease of installation.

4 Pre-Design, Investigation, and Final Design

4.1 Coordination with Other Stakeholders

The repair of the Beltline outfall will require coordination with the City of Saint Paul Public Works, Northern Metals, and the Port Authority. Coordination with these individual parties will be an important and ongoing aspect of the site investigation and design.

4.2 Environmental and Geotechnical Investigation

Borings will be completed to determine the presence of the contaminated soil on site, as well as the soil's suitability to provide support of a new concrete pipe. Quantity of soil that is contaminated and cannot be used as backfill will help determine how much additional soil will need to be brought to the site for pipe bedding, backfill, and final site grading. Geotechnical borings (2 are assumed) are also needed to determine any soil correction or piles that will be needed for the new pipe and manhole.

4.3 Steel Sheet Pile Wall Tie-Backs Investigation

Potholing and/or hydrovacving may be needed to locate and determine the extents of the tie-backs within the excavation area. Modifications to the tie-backs may be required if they are within the area of the new concrete pipe due to the increased wall thickness.

4.4 Structural Inspection of Existing Steel Sheet Pile Wall

Excavation behind the SSP wall and connection of the new RCP to the wall will be an important aspect of design. Properly assessing the structural integrity and condition of the wall will be critical for design of the connection of the new tunnel to the wall as well as site safety during construction.

4.5 Site and Tunnel Survey

An overall site survey will need to be completed in order to capture other existing site features, surface grades, manhole locations, pipe location at the connection point, and other general site conditions. A survey inside the pipe will be important to determine the existing elevations and exact alignment of the pipe.

4.6 Permitting

Permit applications will need to be completed and approved by the Minnesota Department of Natural Resources (MNDNR) and the US Army Corps of Engineers (USACE). Barr will need to prepare quantities and figures for these permit applications, as well as coordinate with the MNDNR and USACE.

4.7 Design

The design of the Beltline pipe replacement will consist of determining the pipe size and material, designing the connection to the existing SSP wall and connection between the existing and new pipe, designing the pipe supports if needed, backfilling/final surfacing of the site, and evaluation the existing

manhole to determine if replacement is necessary. Design plans, specifications, and a construction cost estimate will need to be developed.

4.8 Bidding and Construction Administration

Barr will assist RWMWD in bidding the project through a public bidding process and selecting a contractor. Barr will lead construction observation and administration. The estimated project costs assume that Barr staff will perform full time observation for a period of four (4) weeks. Barr will also coordinate with the contractor on submittals, change orders, clarifications, and pay requests. At the conclusion of the project Barr will prepare record drawings and a construction report.

4.9 Estimated Costs

Estimate costs are shown in the table below. This represents our estimated total cost for the investigation, engineering, and design tasks described above. Actual costs may vary for the individual items, however, the referenced total budget would not be exceeded without authorization. The table also includes estimated construction costs for replacing the steel pipe with either a 9-foot diameter RCP or an 8-foot by 8-foot box culvert. The difference in estimated material and construction costs between these two options is less than two percent of the total project cost. The costs also include a 20% contingency on construction costs. In addition, we've added a line item for an overall project contingency of \$100,000 to cover changes in investigations, engineering, permitting, or construction.

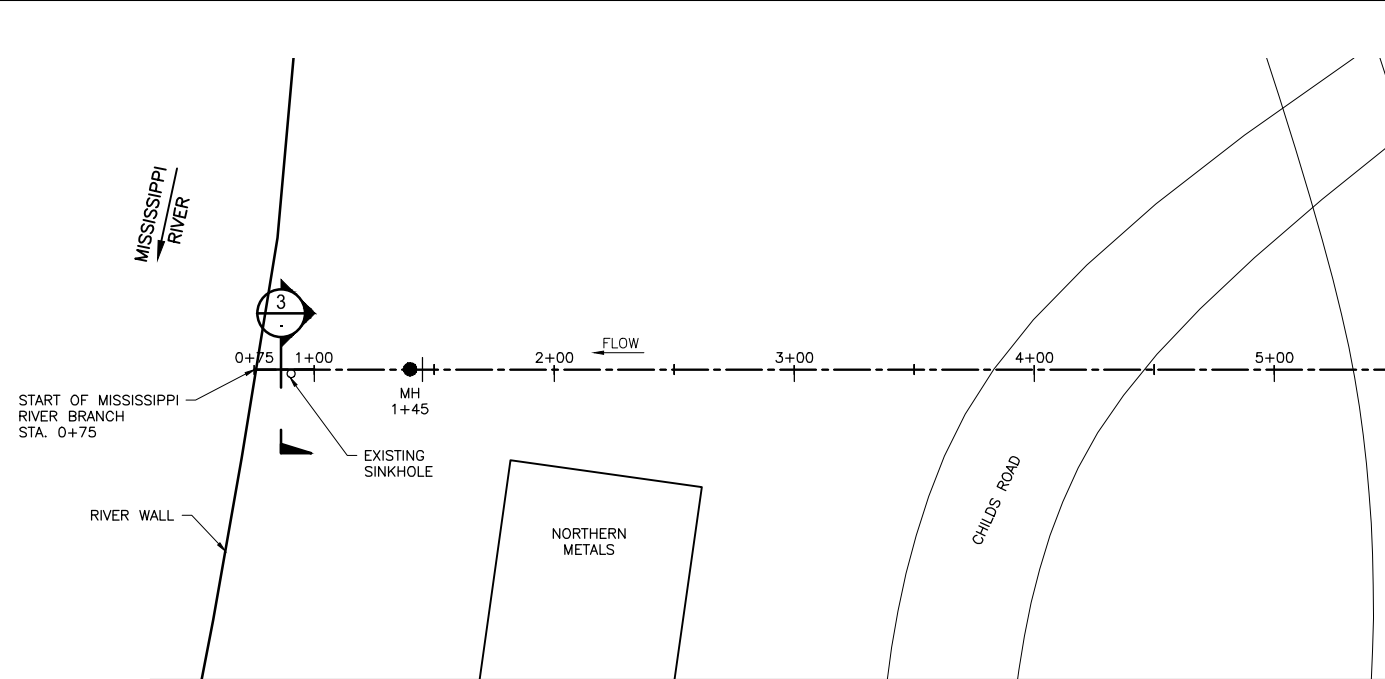
Table 4-1 Estimated Costs

Item	Description	Schedule	Cost
1	Coordination with other Stakeholders <ul style="list-style-type: none"> - Port Authority (construction coordination with property owner) - Northern Metals - City of St. Paul Public Works 	Ongoing	\$15,000
2	Environmental and Geotechnical Investigation <ul style="list-style-type: none"> - Testing for contaminated soil - Assessing soil type of non-contaminated soils 	December 2023	\$30,000
3	Tie-Backs Investigation <ul style="list-style-type: none"> - Evaluating spacing from sheetpile face - Potholing/Hydrovacving for anchors to determine extent around pipe alignment 	December 2023	\$10,000
4	Structural Inspection of Existing SSP (steel sheet pile) wall <ul style="list-style-type: none"> - Condition and structural capacity 	December 2023	\$7,500
5	Site Survey <ul style="list-style-type: none"> - All existing site features - Existing ground surface elevations - Existing pipe alignment and elevations 	December 2023	\$10,000
6	Permitting <ul style="list-style-type: none"> - DNR - Army Core of Engineers 	Winter 2024	\$7,500
7	Design <ul style="list-style-type: none"> - Pipe material and size - Evaluate manhole replacement - Connection to existing sewer - Connection to existing SSP wall - Pipe supports (if needed) - Sheetpile wall modifications - Backfilling/Final surfacing - Develop plans, specifications, and construction cost estimate 	November 2023 – March 2024	\$70,000
8	Bidding and Construction Admin <ul style="list-style-type: none"> - Bid administration - Construction administration 	2024	\$90,000
Engineering and Investigation Total:			\$240,000
9	Construction	May 2024 – June 2024	\$900,000
Construction Total:			\$900,000
10	Contingency		\$100,000
Contingency Total:			\$100,000
Total Estimated Project Cost			\$1,240,000

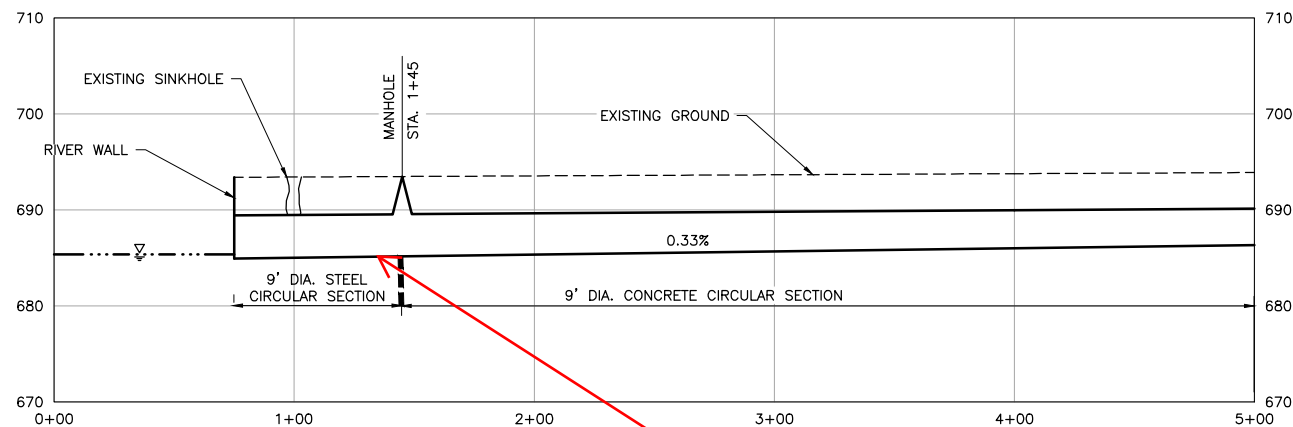
Appendix A

Beltline Repair Record Drawings

CADD USER: Elery M. Overmyer FILE: M:\DESIGN\2362196.00\236219600_C-01 SINKHOLE REPAIR.DWG PLOT SCALE: 1:2 PLOT DATE: 7/10/2023 5:40 PM



1 PLAN: STATION 0+75 TO 5+00



2 PROFILE: STATION 0+75 TO 5+00

TWO HOLES @ STA 1+40 IN INVERT (WITH VOID BELOW PIPE) FOUND DURING JOINT REPAIR WORK. VOIDS AND HOLES WERE FILLED WITH SPEED CRETE BLUE LINE REPAIR MORTAR. VOID FILLING WAS LIMITED TO DIRECTLY BELOW HOLES IN PIPE.

TOP OF PIPE EXCAVATED AND BACKFILLED WITH GRANULAR MATERIAL TO APPROXIMATE LIMITS SHOWN.

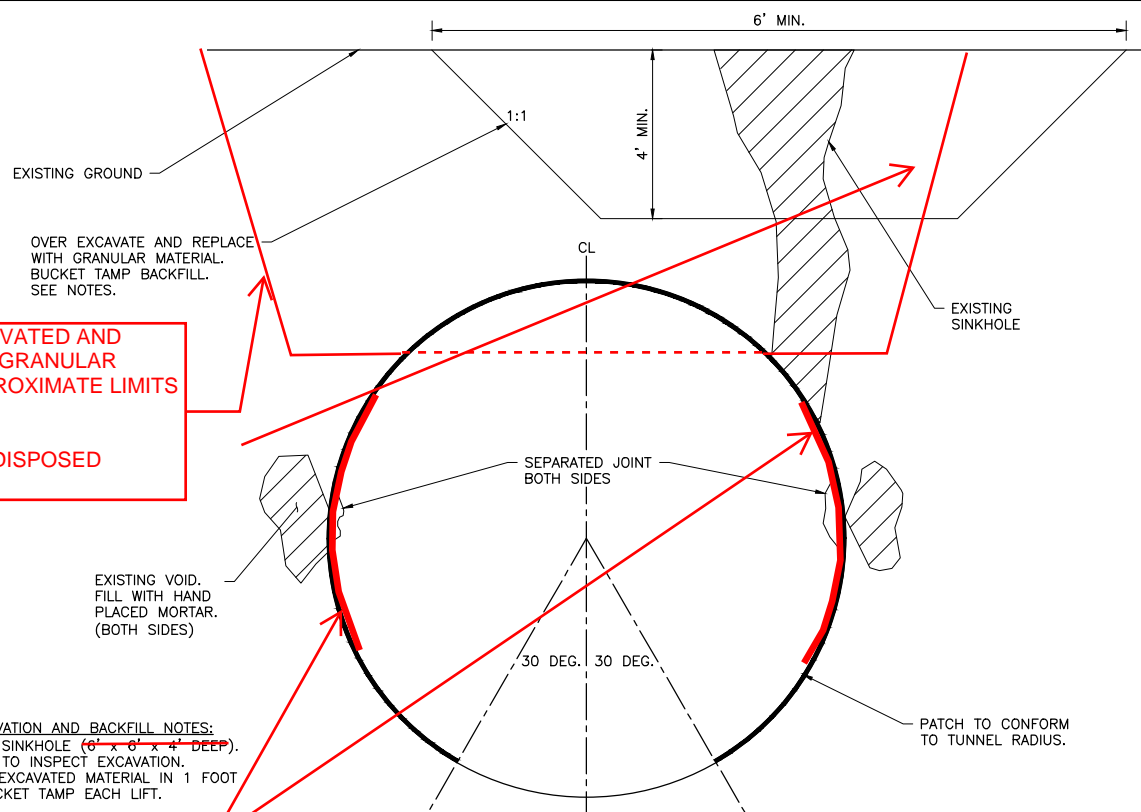
EXCAVATED SOIL DISPOSED OFFSITE.

- SURFACE EXCAVATION AND BACKFILL NOTES:
1. EXCAVATE SINKHOLE (6' x 6' x 4' DEEP).
 2. ENGINEER TO INSPECT EXCAVATION.
 3. BACKFILL EXCAVATED MATERIAL IN 1 FOOT LIFTS. BUCKET TAMP EACH LIFT.

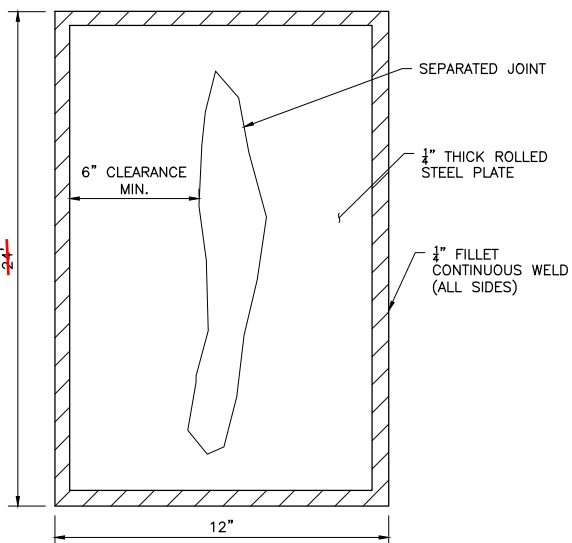
VOIDS WERE EXCAVATED AND BACKFILLED WITH GRANULAR MATERIAL IN LIEU OF HAND PLACED MORTAR

1. HAND PLACE MORTAR IN VOIDS AT SEPARATED JOINT LOCATIONS.
2. RESTORE DISPLACED JOINTS TO MATCH ADJACENT PIPE RADIUS.
3. PREPARE EXISTING STEEL PIPE SURFACE FOR WELDED CONNECTION. REMOVE RUST AND CORROSION TO CLEAN STEEL SURFACE.
4. INSTALL STEEL PLATE PATCH. STEEL PATCH SHALL CONFORM TO EXISTING PIPE RADIUS.
5. IF EXISTING PIPE STEEL IS NOT SUITABLE FOR WELDED CONNECTION, CONTRACTOR TO SUBMIT ALTERNATE CONNECTION FOR ENGINEER REVIEW AND APPROVAL. CONNECTION SHALL BE WATER TIGHT.
6. CONTRACTOR RESPONSIBLE FOR TEMPORARY SHORING OF PIPE AS NECESSARY.

TWO INDEPENDENT STEEL PLATE PATCHES INSTALLED IN LIEU OF ONE CONTINUOUS PATCH. 5' LONG EACH APPROX.



3 SECTION: STEEL PATCH REPAIR NOT TO SCALE



4 DETAIL: STEEL PATCH REPAIR NOT TO SCALE

RECORD
DRAWING

					I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR REPORT WAS PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.					CLIENT BID CONSTRUCTION RECORD					Project Office: BARR ENGINEERING CO. 4300 MARKETPOINTE DRIVE Suite 200 MINNEAPOLIS, MN 55435 Corporate Headquarters: Minneapolis, Minnesota Ph: 1-800-632-2277 Fax: (952) 832-2601 www.barr.com					Scale AS SHOWN Date 07/10/2023 Drawn EMO Checked NDC Designed JAW2 Approved JAW2					RAMSEY-WASHINGTON METRO WATERSHED DISTRICT LITTLE CANADA, MINNESOTA					BELTLINE EMERGENCY REPAIR PROJECT					BARR PROJECT No. 23/62-0282.00 CLIENT PROJECT No. -																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																																						
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Administrator's Report

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MEMO

TO: Board of Managers and Staff
FROM: Tina Carstens, Administrator
SUBJECT: October Administrator's Report
DATE: October 26, 2023

A. Meetings Attended

Monday, October 2	4:00 PM	Board and CAC Tour
Wednesday, October 4	6:30 PM	Board Meeting
Thursday, October 5	10:00 AM	CRWD Meeting re: St. Paul Wetlands
Friday, October 6	8:30 AM	Fish Creek Tributary meeting
Tuesday, October 10	9:00 AM	MAWA Executive Meeting
Monday, October 16	2:30 PM	Meet with Galowitz re: Rooney Addition
Tuesday, October 17	ALL DAY	Water Resources Conference
	7:00 PM	Metro Watersheds Meeting
Wednesday, October 18	ALL DAY	Water Resources Conference
Monday, October 23	9:00 AM	Minnesota Watersheds Board Meeting
Tuesday, October 24	2:00 PM	Metro INET Board Meeting
Thursday, October 26	10:30 AM	Stormwater Capture & Use Engagement Core

B. Upcoming Meetings and Dates

Watershed Excellence Awards	November 16, 2023
Minnesota Watersheds Annual Conference	November 28-30, 2023
CAC Meeting	December 5, 2023
December Board Meeting	December 6, 2023
Staff and Board Holiday Party	TBD
January Board Meeting	January 3, 2023

C. Board Action Log and Updates

This month's board action log is attached. Each month, I review this list and add anything that was suggested in the previous meeting. If you have anything you'd like to add, this would be the time for board discussion.

For the West Vadnais Lake boundary change, I have a meeting scheduled with BWSR staff for early November that will set deadlines for the actions needed by us, VLAWMO and BWSR so you will have a better idea of when this action will be completed.

D. Staff Presentations at MN Water Resources Conference

As was mentioned last month, there were a number of staff that presented at last week's MN Water Resources Conference. I asked each of the staff to write a couple of sentences about how the presentation was received and any questions or follow up they have had. See that information below.

- **RWMWD Targeted Retrofit Program - Paige Ahlborg (RWMWD) and Marcy Bean (Barr Engineering)**
 - From Paige: This talk summarized projects installed through our targeted retrofit program since its inception in 2013. We touched on the number of projects installed, total pollutant removal and volume reduction, and project funding. There were about 75 people in attendance. We had a few questions afterwards regarding the project initiation process, ongoing relationships, and success of long term maintenance.
- **Permanent BMP Maintenance: Implementing Inspections for BMP Success – Mary Fitzgerald (RWMWD)**
 - From Mary: The presentation on BMP maintenance went well, and seemed to be a topic a lot of other entities were interested in implementing, or creating more robust programming around. There were probably about 100 attendees in the room. One question an attendee had was on how we get sites to comply with completing maintenance. I explained that our Stewardship Grant program utilizes annual inspections to help educate and provide technical assistance to homeowners on maintenance for their projects. Our Permit Program utilizes these same annual inspections and techniques, but will also employ maintenance agreement language to enforce the requirements the landowner agreed to at the time of development.
- **Storing Water in the Lake: Flood Risk Reduction on the Phalen Chain of Lakes – Paige Ahlborg (RWMWD) and Brandon Barnes (Barr Engineering)**
 - From Paige: This was the precursor to Dave's presentation regarding the weir operation and maintenance. The topic was well received and interest seemed high. Key points covered included identification of flood-prone structures, developing concept plans, hydraulic modeling, permitting, and implementation. We received a couple questions at the end regarding permitting requirements and lessons learned which were addressed in Dave's talk.
- **Lower the Gates (Except When They Shouldn't Be Lowered) – Lessons Learned Operating Adjustable Lake Outlet Control Structures – Dave Vlasin (RWMWD) and Brandon Barnes (Barr Engineering)**
 - From Dave: The maintenance portion the Keller and Phalen Weirs went well and seemed to be well received. It was almost the last talk of the day, roughly 100 people in

the room and we received a couple questions - mostly about operations. City of Edina also reached out, via phone call, couple days after the presentation. They really appreciated the insight and some maintenance items to possibly look out for as they are implementing something similar in 2024/25. They had a couple logistical "day to day" type questions as well as a few technical questions that I needed to defer to Brandon.

E. Minnesota Watersheds (formerly MAWD) Updates

Preparations are being made for the annual conference in Alexandria coming up this winter. If you are planning to attend the conference on November 29-December 1, please let me know ASAP. Here is a link to the [draft program and schedule at a glance](#).

If you are able to attend on Wednesday during the day, there is an optional workshop for managers titled, Watershed Management. The agenda is on page 6 in the link. The main part of the conference kicks off on Wednesday evening with the trade show and night at the movies.

Thursday morning kicks off with regional caucus meetings. We belong to Region III which includes the metro area watersheds. This meeting is a chance to meet with your regional counterparts, nominate members for the MW board, and review the resolutions that were submitted.

Thursday after the caucus meetings will be the main concurrent educational sessions. And then Thursday evening is the banquet and awards.

Friday morning is when the business meeting is held. The resolutions will be considered then as well as any changes to the by-laws for MW that are being considered. I should receive the packet of information for this meeting on October 31 and will forward to the board for discussion at our meeting on November 1.

The last item regarding the annual conference is the designation of delegates from RWMWD that will be voting members at that business meeting. I will need to know who is attending the event and then the board can designate them as the delegates for the meeting.

F. Governance and Employee Manuals

As we have discussed and you reviewed a few months back, a governance manual is being developed for the watershed and board. The board discussed the roles and responsibilities of the board members and I have received some comments from a board member. If you have further feedback for me on the roles, please send it my way to be included in the next draft.

I will also compile the policies to be attached to the manual for your information and review. A new Metro INET Acceptable Use Policy was just discussed and approved at our meeting this week. I will include that in the packet next week for your information as well.

In addition to the governance manual, I have been making adjustments to our employee manual. I won't have the full manual completed by the December meeting but I will be bringing forth a policy that is required to be implemented by January 1, 2024 due to a state law change. This is Minnesota's Sick and Safe Time law. This law requires employers to provide sick and safe time to any employee who works at least 80 hours a year for us including seasonal and temporary employees. It also designates what sick time leave can be used for. [Here is a link](#) to more information. Next month, I will have a policy drafted to be included in our current employee manual. The League of MN Cities has a good draft policy that I will work from.

Board of Managers Action Log

Wednesday, November 1, 2023

Item	Anticipated Action Date	Means of Action	Completed
Land Acquisition and Use Policy	Fall 2023 (Priority 1)	Board discussion and approval.	
West Vadnais Lake Boundary Change	Fall 2023 (Priority 1)	Board review and approval.	See admin report
Alum Use Policy	Winter 2023/2024	Proposed policy discussion.	
Adopt-A-Drain Program Evaluation and Promotion	Winter 2023/2024	Presentation and discussion.	
Governance Manual	Fall 2023	Board review and approval.	Sept 2023 See admin report
Review of Equity Areas Definition	Summer 2023	Presentation & discussion	June 2023
Planting of Edible Plants in Restoration Areas	Winter 2022/2023	Barr new technology report	Feb 2023
PFAS (Per- and polyfluoroalkyl substances) in MN and RWMWD's role.	Winter 2022/2023	Presentation	Feb 2023
Miyawaki Mini-Forest Assessment	Fall 2022	Barr new technology report	Oct 2022
Alum use for internal load control along with information on alternative solutions.	Fall/Winter 2022	Memo/Presentation	Nov 2022

**Minnesota Watersheds
2023 Annual Conference
November 29 – December 1
Arrowwood Conference Center, Alexandria, MN**

Member Meeting Materials

Enclosed are the following items:

1. Notice of Annual Meeting
2. Delegate Appointment Form – please return to mnwatershed@gmail.com
3. 2022 Annual Business Meeting Minutes
4. Proposed Fiscal Year 2024 Budget
5. Proposed Bylaws Changes
6. Resolutions Information Packet
7. Draft Legislative Platform

This packet has been distributed to administrators and managers via email. No paper copies of this packet will be sent via the U.S. Postal Service.

We are looking forward to seeing you at this year's conference!

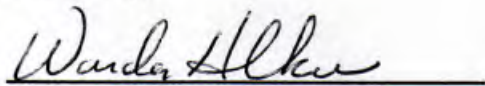
**PLEASE BRING THIS INFORMATION PACKET WITH YOU TO THE CONVENTION.
EXTRA COPIES WILL NOT BE AVAILABLE ON SITE. THANK YOU!!**

Minnesota Watersheds 2023 Annual Meeting Notice

NOTICE IS HEREBY GIVEN that the 2023 Annual Meeting of Minnesota Watersheds will be held at the Arrowwood Conference Center, Alexandria, MN, beginning at 9:00 a.m. on Friday, December 1, 2023 for the following purposes:

1. To receive and accept the reports of the President, Secretary, and Treasurer regarding the business of the association of the past year;
2. To receive the report of the auditor;
3. To consider and act upon the Fiscal Year 2024 budget;
4. To consider and act upon proposed Bylaws changes;
5. To consider and act upon proposed Resolutions;
6. To consider and act upon the draft Legislative Platform;
7. To elect three directors, one from each region, for terms ending in 2025; and
8. To consider and act upon any other business that may properly come before the membership.

Sincerely,



Wanda Holker
Secretary

Minnesota Watersheds 2023 Delegate Appointment Form

The _____ hereby certifies that it is

name of watershed organization

a watershed district or watershed management organization duly established and in good standing pursuant to Minnesota Statutes 103B or 103D and is a member of Minnesota Watersheds for the year 2023.

The _____ hereby further certifies

name of watershed organization

the following individuals have been appointed as delegates, or as an alternate delegate, all of whom are managers in good standing with their respective watershed district or watershed management organization.

Delegate #1: _____

Delegate #2: _____

Alternate: _____

Authorized by:

Signature

Date

Title

** Please return this form to mnwatershed@gmail.com at your earliest convenience. **



Minnesota Watersheds

2023 Annual Conference

Arrowwood Convention Center, Alexandria, MN

Annual Business Meeting

AGENDA

Friday, December 1, 2023 | 9 a.m.

GENERAL BUSINESS

- 9:00 a.m. Call to Order
- 9:01 a.m. Approval of Agenda (Action)
- 9:02 a.m. Approval of 2022 Annual Business Meeting Minutes (Action) – Linda Vavra
- 9:05 a.m. Treasurer's Reports – Linda Vavra
 - 2023 Year End Financial Report (Action)
 - 2023 Review of Financial Procedure Report (Action)
 - 2024 Proposed Budget (Action)

REPORTS

- 9:30 a.m. President's Report – Linda Vavra
- 9:40 a.m. Caucus Election Results Report – Linda Vavra
- 9:45 a.m. Executive Director's Report – Jan Voit
- 10:05 a.m. M.S. Chapter 103D Proposed Fixes – Jan Voit
- 10:15 a.m. Board of Water and Soil Resources Report - Executive Director John Jaschke

10:30 a.m. **BYLAWS HEARING** (Action) – Linda Vavra

10:45 a.m. **RESOLUTIONS HEARING** (Action) – Linda Vavra

Note: There will be two microphones in the room – One to use if you are "FOR" an amendment and one if you are "AGAINST" an amendment. If you wish to testify on a resolution, please proceed to the appropriate microphone and limit your comments to 2 minutes.

Resolution 1 – Require Watershed District Permits for the Department of Natural Resources

Resolution 2 – Clarify Budget Adoption Deadlines and Certification Types for Watershed Districts

Resolution 3 – Support New Legislation Modeled after HF2687 and SF2419 (2018)
Regarding DNR Regulatory Authority over Public Drainage Maintenance and Repairs

Resolution 4 – Support Streamlining the DNR Flood Hazard Mitigation Grant Program

Resolution 5 – Support Increased Flexibility in Open Meeting Law to Utilize Interactive Technology

Resolution 6 – Support Minnesota Watersheds Education and Outreach to Encourage Formation of Watershed Districts in Unserved Areas

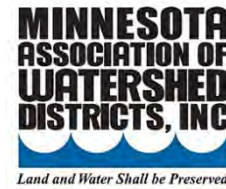
11:45 a.m. **LEGISLATIVE PLATFORM** (Action) – Linda Vavra

12:00 p.m. **ADJOURNMENT**

Minnesota Association of Watershed Districts (MAWD)

Annual Business Meeting

December 2, 2022



1. CALL TO ORDER

The 2022 MAWD Annual Business Meeting was convened at 8:00 a.m. by MAWD President Linda Vavra, Bois de Sioux Watershed District (WD).

2. GENERAL HOUSEKEEPING

Agenda

Scott Gillespie, Bois de Sioux WD made a motion to approve the agenda. David Ziegler, Riley-Purgatory-Bluff Creek WD seconded the motion. The motion passed by voice vote.

Secretary's Report

President Vavra presented the minutes of the 2021 Annual Business Meeting. Jill Crafton, Riley-Purgatory-Bluff Creek WD moved to approve the Secretary's Report. David Ziegler, Riley-Purgatory-Bluff Creek WD seconded the motion. The motion passed by voice vote.

Treasurer's Report

President Vavra presented the following reports:

- 2022 Year End Financial Report and Statement of Financial Position. Dennis Kral, Pelican River WD moved to approve the 2022 Year End Financial Report. David Ziegler, Riley-Purgatory-Bluff Creek WD seconded the motion. The motion passed by voice vote.
- Independent Accountant's Report on Applying Agreed upon Financial Procedures. The report dated November 28, 2022, was prepared by Redpath and Company, Ltd. Dennis Kral, Pelican River WD made a motion to accept the Report on Applying Agreed upon Financial Procedures. Sherry White, Minnehaha Creek WD seconded the motion. The motion passed by voice vote.
- 2023 Proposed Budget. Dennis Kral, Pelican River WD moved to approve the 2023 Proposed Budget. Sherry White, Minnehaha Creek WD seconded the motion. The motion passed by voice vote.

3. REPORTS

Reports were given by President Vavra and Interim Executive Director Voit.

4. STRATEGIC PLAN

Interim Executive Director Voit presented the Strategic Plan. President Vavra called for a motion to approve the Strategic Plan. Jill Crafton, Riley-Purgatory-Bluff Creek WD made a motion to approve the Strategic Plan. The motion was seconded by Scott Gillespie, Bois de Sioux WD. The motion carried by voice vote. Mary Texer, Capital Region WD abstained from voting.

5. BYLAWS HEARING

Mike Bradley, Rice Creek WD made a motion to open the Bylaws Hearing. David Ziegler, Riley-Purgatory-Bluff Creek WD seconded the motion. The motion passed by voice vote.

President Vavra reported on the proposed changes to the Bylaws. A motion was made by Mike Bradley, Rice Creek WD to approve the proposed changes to the Bylaws. The motion was seconded by Celia Wirth, Brown's Creek WD. The motion passed by voice vote.

A motion was made by Scott Gillespie, Bois de Sioux WD to close the Bylaws Hearing. David Ziegler, Riley-Purgatory-Bluff Creek WD seconded the motion. The motion passed by voice vote.

6. RESOLUTIONS HEARING

A motion was made by Scott Gillespie, Bois de Sioux WD to open the Resolutions Hearing. The motion was seconded by Peter Fjestad, Buffalo-Red River WD and passed by voice vote. President Vavra presided over the Resolutions Hearing.

Resolution #1 Resolution to Request MAWD Support for Including at Least One MAWD Member on the Minnesota Department of Health's Workgroup to Move Forward, Prioritize, and Implement the Recommendations of the Interagency Report on Reuse of Stormwater and Rainwater in Minnesota.

Don Pereira, Valley Branch WD presented the resolution. Mike Bradley, Rice Creek WD moved to adopt Resolution #1. Celia Wirth, Brown's Creek WD seconded the motion. The motion passed by voice vote.

- **Adopted Resolution 2022-1: NOW, THEREFORE, BE IT RESOLVED** that MAWD supports administratively or legislatively including at least one MAWD member on the Minnesota Department of Health's workgroup to move forward, prioritize, and implement the recommendations of the interagency report on reuse of stormwater and rainwater in Minnesota.

Resolution #2 Resolution Seeking to Request MAWD Support the Passage and Enactment of a State Law that Provides a Limited-Liability Exemption to Commercial Salt Applicators and Property Owners Using Salt Applicators who are Certified Through the Established Salt Certification Program and Follow Best Management Practices

Randy Anhorn and Grace Butler, Nine Mile Creek WD presented the resolution. David Ziegler, Riley-Purgatory-Bluff Creek WD moved to adopt Resolution #2. Don Pereira, Valley Branch WD seconded the motion. The motion passed by voice vote.

- **Adopted Resolution 2022-2: NOW, THEREFORE, BE IT RESOLVED** that MAWD supports enactment of state law that provides limited liability protection to commercial salt applicators and property owners using salt applicators that are certified through the established state salt-applicator certification program and follow best management practices. Motion passed by voice vote.

Resolution #3 Resolution Seeking Increased Support and Participation for the Minnesota Drainage Work Group

Jamie Beyer, Bois de Sioux WD presented the resolution. Scott Gillespie, Bois de Sioux WD moved to adopt Resolution #3. Peter Fjestad, Buffalo-Red River WD seconded the motion. The motion passed by voice vote.

- **Adopted Resolution 2022-3: NOW, THEREFORE, BE IT RESOLVED** that:
 - MAWD communications increase awareness of the DWG (meeting dates and links, topics, minutes, reports) amongst MAWD members; and
 - MAWD training opportunities strongly encourage participation in the DWG by watershed staff and board managers (for watersheds that serve as ditch authorities or work on drainage projects) – for e.g., add agenda space for DWG member updates, host a DWG meeting as part of a regular MAWD event; and
 - In preparation for MAWD member legislative visits, MAWD staff add a standing reminder for watershed drainage authorities to inform legislators on the existence, purpose, and outcomes of the DWG, and reinforce the legitimacy of the DWG as a multi-faceted problem-solving body; and
 - During MAWD staff BWSR visits, MAWD staff regularly seeks updates on how facilitation of the DWG is leading to improvements for member drainage authorities and conveys this information to MAWD members. The motion passed by voice vote.

Resolution #4 Resolution Seeking Clarification of Watershed District Project Establishment with Government Aid or as Part of a Plan

Jamie Beyer, Bois de Sioux WD presented the resolution. Scott Gillespie, Bois de Sioux WD moved to adopt Resolution #4. Jill Crafton, Riley-Purgatory-Bluff Creek WD seconded the motion. The motion passed by voice vote.

- **Adopted Resolution 2022-4: NOW, THEREFORE, BE IT RESOLVED** that MAWD and BWSR work to clarify Minn. Stat. § 103D.605, Subd. 5.

Resolution #5 Resolution Seeking to Obtain Stable Funding for Projects that Provide Flood Damage Reduction and Natural Resources Enhancement

Dan Money, Two Rivers WD and Nick Tomczik, Nine Mile Creek WD presented the resolution. Scott Gillespie, Bois de Sioux WD moved to adopt Resolution #5. Marcy Weinandt, Rice Creek WD seconded the motion. The motion passed by voice vote.

- **Adopted Resolution 2022-5: NOW, THEREFORE, BE IT RESOLVED** that the Minnesota Association of Watershed Districts collaborate with the Red River Watershed Management Board and State Agencies to seek funding from the Minnesota Legislature to provide stable sources of funding through existing or potentially new programs that provide flood damage reduction and/or natural resources enhancements. A suggested sustainable level of funding is \$30 million per year for the next 10 years. The motion passed by voice vote.

Resolution #6 Seeking to Limit Wake Boat Activities that Cause Shoreline Erosion and Reduce the Efficacy of In-lake Phosphorus Control Practices, and Contribute to the Spread of Aquatic Invasive Species

David Ziegler, Riley-Purgatory-Bluff Creek WD presented the resolution. Ann Warner, Carnelian-Marine-St. Croix WD moved to adopt Resolution #6. Grace Butler, Nine Mile Creek WD seconded the motion. The motion passed by voice vote.

Resolution # 7 Resolution Seeking to Limit Excessive Use of Groundwater for the Purpose of Water Urban and Suburban Landscapes During Summer Months

David Ziegler, Riley-Purgatory-Bluff Creek WD presented the resolution. David Ziegler, Riley-Purgatory-Bluff Creek WD moved to table Resolution #7. Joe Collins, Capitol Region WD seconded the motion. The motion passed by voice vote.

Resolution #8 Resolution Seeking Increased Flexibility in Open Meeting Law to Utilize Interactive Technology

Jill Crafton and David Ziegler, Riley-Purgatory-Bluff Creek WD presented the resolution. Mike Bradley, Rice Creek WD moved to adopt Resolution #8. Celia Wirth, Brown's Creek WD seconded the motion. The motion failed.

7. ADJOURNMENT

Dennis Kral, Pelican River WD made a motion to adjourn the annual business meeting at 9:43 a.m. The motion was seconded by Jill Crafton, Riley-Purgatory-Bluff Creek WD. The motion passed by voice vote.

Ruth Schaefer
Secretary



Memorandum

DATE: October 27, 2023
TO: Minnesota Watersheds Members
FROM: David Ziegler, Treasurer
RE: **Draft FY23 Financial Statement, Review of Financial Procedure Report, and Proposed FY24 Budget**

It is important to note that the majority of Minnesota Watershed's revenue is generated through payment of dues.

INCOME FY23 ACTUAL

- The FY23 dues were based on the new dues' structure adopted by the membership at the 2022 annual business meeting. We also had increased income from regaining the membership of Mississippi WMO, and High Island Creek and Warroad WDs.
- The increased income for the Annual Conference is due to sponsorships and increased attendance following the pandemic.

PRESIDENT
Linda Vavra (Region 1)
Bois de Sioux WD
lvavra@fedtel.net
320-760-1774 | Term 2023

VICE PRESIDENT
Peter Fjestad (Region 1)
Buffalo Red River WD
pfjestad@prtcl.com
218-731-4630 | Term 2025

SECRETARY
Wanda Holker (Region 2)
Upper Minnesota WD
ewholker@fedtel.net
320-760-6093 | Term 2024

TREASURER
David Ziegler (Region 3)
Riley-Purgatory-Bluff Creek WD
david_ziegler@outlook.com
952-905-1889 | Term 2025

DIRECTORS
Gene Tiedemann (Region 1)
Red Lake WD
gtiedemann@rrv.net
218-289-3511 | Term 2024

Jeff Gertgen (Region 2)
Middle Fork Crow River WD
jlalaison@gmail.com
608-370-3934 | Term 2023

Brad Kramer (Region 2)
Shell Rock River WD
brad@provenioconsulting.com
507-369-6050 | Term 2025

Mary Texer (Region 3)
Capitol Region WD
metexer@gmail.com
651-224-2919 | Term 2023

Don Pereira (Region 3)
Valley Branch WD
dpereira@vbwbd.org
651-968-9788 | Term 2023

Jan Voit
Executive Director
jvoit@mnwatersheds.com
507-822-0921

INCOME FY23 ACTUAL

Administrative and Program Management

- General Administration – staff: Minnesota Watersheds was supported by contractors in 2023, rather than employees.
- Administrative and Communications Support – Contract: fund paid to Executive Director.
- Event and Communication Management – Contract: funds paid to the Program Manager for managing Minnesota Watersheds events.
- Newsletter formatting, Website, Social Media, etc. – Contract: funds paid to the Program Manager for these tasks.

Legislative Affairs

- Lobbying – Contracted Services: funds paid to lobbyist.

Professional Services

- Legal Fees: funds paid for general legal services.
- Legal Fees – Drainage Work Group: funds paid to represent members at the DWG.
- Accounting and Audit Fees: funds paid to Obremski Ltd. for monthly accounting and bookkeeping services, and to Redpath Ltd. for agreed upon procedures report.
- Insurance: funds paid for insurance coverage for errors and omissions insurance for the Minnesota Watersheds Board of Directors, and for general coverage for office, records, and office equipment.

Office Expenses

- Rent: funds paid to Capitol Region WD for storage and office rent.
- Mileage and General Office Expenses: for directors and contractors, as well as office supplies.

Board and Committee Meetings

- Per Diems and Expenses: funds paid to directors for serving on the Board of Directors and Minnesota Watersheds Committees.

Special Projects

- Costs associated with rebranding

Education and Events

- Actual costs incurred for implementing the Legislative Briefing and Day at the Capitol, Summer Tour, and Annual Conference.



2023 REVIEW OF FINANCIAL PROCEDURE REPORT

The report from Redpath Ltd. for the agreed upon procedures has not been submitted. It will be distributed to members as soon as it is available.

INCOME PROPOSED FY24 BUDGET

- *The estimated dues for FY24 are based upon payment in full by current members with the dues' structure that was approved by the membership in 2022, as well as the dues for returning members Buffalo Creek and Prior Lake Spring Lake WDs.*
- *The estimated income for the annual conference in FY24 is based on actual revenue received in FY19.*
- *The estimated costs for the Legislative Day at the Capitol and Summer Tour are based on actual costs for FY23 with consideration of the increased costs for venues and food likely in 2024.*

EXPENSES PROPOSED FY24 BUDGET

Administration and Program Management

- General Administration – staff: Minnesota Watersheds is supported by contractors, not employees.
- Administrative and Communications Support: projected expense for the Executive Director.
- Event and Communication Management: projected expense for Program Manager for managing Minnesota Watersheds events (Legislative Briefing and Day at the Capitol; Summer Tour; and Annual Conference).
- Newsletter formatting, website, social media, etc. - Contract: projected expense for Program Manager.

Legislative Affairs

- Lobbyist Contract: for current lobbyist through 2024.
- Lobbyist Contract: for lobbyist hired through succession plan to work alongside the current lobbyist in 2024.

Professional Services

- Legal Fees: costs incurred for legal fees is primarily for general legal work.
- Legal Fees – Drainage Work Group: costs incurred to represent members at the DWG.
- Drainage Work Group – Contract: costs for Minnesota Watersheds representative at DWG meetings and subcommittee meetings.
- Accounting and auditing funds paid to Obremski Ltd. for monthly accounting and bookkeeping services, and to Redpath Ltd. for agreed upon procedures report.
- Insurance coverage for errors and omissions insurance for the Minnesota Watersheds Board of Directors, and for general coverage for office, records, and office equipment.

Office Expenses

- Rent: funds paid to Capitol Region WD for storage and office rent.
- Mileage and General Office Expenses: for directors and contractors, as well as office supplies.

Board and Committee Meetings

- Per Diems and Expenses: Funds paid to directors for serving on the Board of Directors and Minnesota Watersheds Committees.

Special projects

- Funds for anticipated costs incurred with surveys, rebranding, or promotional items.

Education and Events

- Estimated costs for implementing the Annual Conference, Legislative Briefing and Day at the Capitol, Summer Tour, credit card processing fees, and special workshops.

Even with the additional projected expenses for a second lobbyist, we are projecting a modest increase in available capital at the end of FY24.

Questions regarding the FY24 proposed budget and/or the FY22 financial information should be directed to David Ziegler, Treasurer (david_ziegler@outlook.com or 952-905-1889) or Jan Voit (jvoit@mnwatersheds.com or 507-822-0921).

Minnesota Watersheds				Prepared	10/3/2023
DRAFT FY23 Financial Report and Proposed FY24 Budget					
October 1, 2023 through September 30, 2024					
	FY2024	FY2023**	FY2023*	FY2022	FY2021
			Oct'22-Sep'23	Oct'21-Sep'22	Oct'20-Sep'21
INCOME	BUDGET	BUDGET	FY 2023 ACTUAL	FY 2022 ACTUAL	FY 2021 ACTUAL
Dues - Watershed District Members	251,008	222,500	225,419	188,081	202,175
Dues - Watershed Management Organization Members	22,500	18,750	22,500	15,000	7,500
Annual Conference					
Annual Conference Registrations	70,000	70,000	114,563	26,836	46,145
Annual Trade Show and sponsorships	43,500	43,500	-	19,779	29,616
Wednesday Workshops	17,000	17,000	-	-	-
Annual Conference: Other/Prior Year	-	-	-	2,500	485
Legislative Day at the Capitol	4,000	6,300	6,913	4,069	2,871
Summer Tour	20,000	16,000	18,658	-	-
Minnesota Watersheds Workshops	2,500	2,500	-	-	-
Interest	25	25	481	53	31
TOTAL REVENUES	430,533	396,575	388,534	256,319	288,823
EXPENSES					
Administration & Program Management					
General Administration - Staff	-	95,000	-	126,390	98,250
Benefits / Taxes for Salaried Employees	-	26,250	-	29,550	25,361
Administrative and Communications Support - Contract**	111,600	40,000	89,708	52,611	8,455
Event and Communication Management - Contract	43,200	43,000	40,719	31,500	31,125
Newsletters, Website, Social Media, etc. - Contract	7,000	-	6,027	-	-
Legislative Affairs					
Lobbying - Contracted Services	45,000	45,000	33,122	40,000	40,000
Lobbying - Contracted Services	30,000	-	-	-	-
Lobbyist Expenses	1,000	1,000	353	314	-
Professional Services					
Legal Fees	25,000	15,000	17,118	25,919	24,763
Legal Fees - Drainage Work Group	7,500	-	5,289	-	-
Drainage Work Group - Contract	5,000	-	-	-	-
Accounting and Audit Fees	15,000	14,100	14,100	10,500	8,150
Insurance	1,700	2,200	2,407	2,067	1,971
Office Expenses					
Rent	4,800	4,800	3,000	4,800	3,600
Mileage and General Office Expenses	10,000	10,000	10,783	5,467	3,514
Dues, Other Organizations	-	-	-	-	385
Other Special Items	2,500	2,500	510	-	500
Memorials	250	250	-	-	-
Board and Committee Meeting					
Per Diems and Expenses - Directors	25,000	25,000	23,724	29,195	20,225
Board and Committee Meeting Expenses	1,000	1,000	-	2,237	172
Special Projects					
WD Handbook, Surveys, rebranding, etc	5,000	5,000	4,466	-	-
Education and Events					
Annual Conference					
Annual Conference	44,500	44,500	60,046	8,744	13,966
Annual Trade Show	3,300	3,300	-	-	495
Wednesday Workshop: Drainage	4,000	4,000	-	-	-
Wednesday Workshop: Managers	1,500	1,500	-	-	-
Wednesday Workshop: Administration	1,200	1,200	-	-	-
Other	-	-	-	-	-
Legislative Day at the Capitol	5,500	5,500	4,508	4,413	-
Summer Tour	20,000	16,000	14,379	852	1,080
Credit Card Processing Fees	4,100	4,100	939	2,807	3,065
Special Workshops	2,500	2,500	-	-	-
TOTAL EXPENSES	427,150	412,700	331,197	377,365	285,077
REVENUES OVER (LESS THAN) EXPENSES	3,383	(16,125)	57,337	(121,046)	3,746
STATEMENT OF NET POSITION					
Assets, Cash and Equivalents, actual			270,378	222,050	324,904
Dues receivable			-	911	8,147
Deposits received - deferred, prepaid expenses			(5,959)	(600)	(15,494)
Liabilities, accounts payable, taxes payable			(21,108)	(36,388)	(10,542)
ENDING NET ASSETS			243,311	185,974	307,015
*These are not final numbers and are subject to slight changes. **FY24 Budget approved by Finance Committee on 10/11/2023 and the BOD on 10/23/2023.					



Memorandum

DATE: October 27, 2023
TO: Minnesota Watersheds Members
FROM: Linda Vavra, Minnesota Watersheds President
RE: **Proposed Bylaws Changes**

The Bylaws Committee met on October 16 to discuss proposed Bylaws changes. The proposed changes were also discussed at the Minnesota Watersheds Board of Directors (Board) meeting on October 23. Many of the proposed changes are minor and are shown in track changes throughout the document. The reasoning for the more extensive changes are as follows.

- Associate membership. There have been inquiries from non-governmental organizations to become associate members. At present, additional funds from outside organizations are not necessary for our budgetary needs. Representing both government and non-government organizations would be confusing for members and for legislators. The committee and Board recommend that the associate membership section should be removed from the Bylaws.
- Annual meeting. The annual business meeting is what this section is referring to. The directors are elected during regional caucuses. The committee and Board recommend updating this section to refer specifically to the annual business meeting and to reflect more accurately what transpires.
- Chairman and Recording Secretary. The agendas for the regional caucuses denote the election of a chairman and a recording secretary. Very often an administrator or other staff person takes the notes. The committee and Board recommend revising this section to more accurately reflect the procedure that is followed.

Questions regarding these proposed changes should be directed to Linda Vavra at 320-760-1774 or lvavra@fedtel.net or Jan Voit jvoit@mnwatersheds.com or 507-822-0921.

PRESIDENT
Linda Vavra (Region 1)
Bois de Sioux WD
lvavra@fedtel.net
320-760-1774 | Term 2023

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Buffalo Red River WD
pfjestad@prtel.com
218-731-4630 | Term 2025

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Riley-Purgatory-Bluff Creek WD
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jlgaisson@gmail.com
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metexer@gmail.com
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Valley Branch WD
dpereira@vbwd.org
651-968-9788 | Term 2023

Jan Voit
Executive Director
jvoit@mnwatersheds.com
507-822-0921



BYLAWS

MINNESOTA ASSOCIATION OF WATERSHED DISTRICTS, INC.

Doing business as Minnesota Watersheds

St. Paul, Minnesota

ARTICLE I.

Offices and Corporate Seal

- 1.1 Official Name. The official name of the corporation is the Minnesota Association of Watershed Districts, Inc., which conducts business under the registered assumed name of, and is hereinafter referred to as, Minnesota Watersheds.
- 1.2 Purpose. The purpose of Minnesota Watersheds is to provide educational opportunities, access to information resources, interface with other agencies, facilitate tours, meetings, and lobby on behalf of members. Additionally, Minnesota Watersheds will facilitate the exchange of information to help members better comply with governmental regulations and laws while offering an informed interface with the community or communities being served. Minnesota Watersheds will work to secure the capacity of its members to implement their statutory powers and purposes.
- 1.3 Organized. The corporation is organized as a 501(c)(4) organization. Notwithstanding any provision of the Articles of Incorporation or Bylaws which may be interpreted to the contrary, Minnesota Watersheds shall not authorize or undertake any actions which jeopardize its status as a 501(c)(4) organization.
- 1.4 Office. The registered office of the corporation shall be designated by the Board of Directors.
- 1.5 Corporate Seal. The corporation shall have no corporate seal.
- 1.6 Manual of Policy and Procedures. The Board of Directors has established a management document identified as the Manual of Policy and Procedures to support the orderly and timely details of regular operation. It may be revised at any time by a majority vote of the Board of Directors.

ARTICLE II.

Membership

- 2.1 Membership. Each dues-paying watershed district or watershed management organization duly established and in good standing pursuant to Minnesota Statutes, Chapter 103B or 103D, shall be entitled to membership in this corporation.
- 2.2 Delegates. Alternates. When a watershed district or watershed management organization becomes a member of this corporation, it shall designate from among its board members two delegates to represent it in this corporation. In addition, each member may designate alternate delegates to represent such member in the absence of any originally designated delegate. Thereafter, each member shall annually designate its delegates and alternate delegates so long as it remains a member in good standing of this corporation.

2.3 Termination of Membership. Any member that has failed to pay its dues is not in good standing and shall be stricken from the membership roll.

2.4 Resignation of Member. Any member may withdraw from this corporation effective immediately by notifying the secretary in writing. Regardless of the date of termination, there shall be no refund of the annual dues paid by the member.

~~2.5 Associate Membership. The Board of Directors may from time to time extend associate membership to this corporation upon payment of dues as determined by the Board of Directors.~~

~~An associate member shall not be entitled to submit resolutions, vote, or serve on the Board of Directors, but shall otherwise be afforded all the rights and privileges granted to members, their delegates and alternate delegates by law and by the Articles of Incorporation and Bylaws of this corporation.~~

ARTICLE III.

Meetings of Membership

3.1 Annual Business Meeting. An annual meeting of this corporation shall be held ~~to vote for the election of the Board of Directors and~~ to transact such ~~other~~ business as shall properly come before them. Notice of the time and place of such annual meeting shall be mailed, either physically or electronically, by the secretary to all members at least thirty (30) days in advance thereof.

3.2 Special Meeting. Special meetings of the members of the corporation shall be called by the president upon request of a majority of directors of the Board of Directors or upon the written request of one-third of the members of the corporation in good standing. This request shall be in writing addressed to the president or the secretary of the corporation. Within thirty days of receipt of said request, the Board of Directors shall, mail (either physically or electronically) notice of said special meeting to all members. This notice shall state the objective of the meeting and the subjects to be considered.

3.3 Quorum. A majority of the delegates (two per member) shall constitute a quorum for the transaction of business.

3.4 Voting. Any action taken by the members shall be by majority vote of the delegates present unless otherwise specifically provided by these Bylaws. Each member shall be entitled to one (1) vote for each delegate present.

ARTICLE IV.

Board of Directors

4.1 General Powers. The business activities of the corporation shall be directed and managed by the Board of Directors. The Board of Directors shall be authorized to pay officers and directors of the corporation per diem allowances and expenses as may from time to time be submitted to the Board of Directors, and such other expenses as may from time to time be necessary for the furtherance of the corporation's business, consistent with the rate and provisions of watershed board member per diem allowances and expense reimbursement provided in state law. The Board of Directors is authorized to hire and/or contract for services needed.

4.2 Directors to be Elected by Regions. For the purpose of election of the Board of Directors, members are grouped into three regions; three Directors shall be elected from each region, with staggered three-year terms. Members from each region shall elect one director for a three-year term at the

annual business meeting of the Association. No watershed district or watershed management organization shall have more than one board member elected to be a Director on the Board of Directors of the Corporation. In the event of a vacancy on the Board of Directors, the Board of Directors may appoint a member for the remaining term from a watershed district or watershed management organization with an existing representative on the Board of Directors if there are no other candidates from the region requesting appointment to the position. In the event a vacancy is filled by the Board of Directors, such appointment shall be submitted to the regional caucus for approval at the next regional caucus meeting. Regional caucuses shall elect a Chairman and Recording Secretary ~~from its delegates for the purpose of its election procedure and~~ report the election results to the Convention at a designated time. The member watershed districts and watershed management organizations present at the Regional Caucus meeting shall have full authority to elect a Chairman, Recording Secretary, and representatives to the Board of Directors.

- 4.3 Regions. The Board of Directors may re-align the regions or the members contained therein, it being the intent and purpose that each region contain the approximate same number of members. Any watershed district or watershed management organization in Minnesota not presently a member of this corporation, upon admission to membership, will be assigned to a region by the Board of Directors. Regional membership shall be listed in the Manual of Policy and Procedures.
- 4.4 Number, Qualification, and Term of Office. The number of directors constituting the board shall be nine. Each director elected at the annual meeting shall be elected for a three-year term. Directors shall be on the board of a watershed district or watershed management organization member in good standing of this corporation.
- 4.5 Vacancies. If there be a vacancy among the officers of the corporation or among the directors by reason of death, resignation, termination of membership, or removal as provided by law, the Articles of Incorporation, or these Bylaws, or otherwise or for non-excused absences for three consecutive meetings, such vacancy shall be filled by the Board of Directors until the next Annual Meeting of the Association.
- 4.6 Removal of Directors by Members. At a special meeting of the Board of Directors called solely for that reason, the notice of which meeting shall have been given in writing to members of this board at least thirty days prior thereto and not more than fifty days prior thereto, a super majority of ~~7~~ seven members of this board may remove one or more directors from their term of office without cause.
- 4.7 Meetings, Actions. The Board of Directors shall hold the annual meeting of the Board of Directors immediately after the annual meeting of the members of this corporation, and at such annual meeting shall elect the officers as above provided ~~for~~. Regular meetings of the Board of Directors shall be held at a time and place to be fixed by resolution or adopted by the majority of the Board of Directors.

The majority of the Board of Directors shall constitute a quorum. Directors may participate and vote in Board of Directors meetings by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures.

Actions may be taken by a majority vote of those Directors present or participating by telephone or other electronic means approved by the Board in the Manual of Policy and Procedures. The secretary of the board shall give written or electronic notice to each director at least ten (10) days in advance of any regular or special directors' meeting. Special meetings may be called at the discretion of the President of the board or upon demand in writing to the secretary by three (3) directors of the Board

of Directors.

- 4.8 Conflicts of Interest. Members of the Board of Directors shall act at all times in the best interests of the corporation. This means setting aside personal self-interest and performing their duties in transacting the affairs of the corporation in such a manner that promotes public confidence and trust in the integrity, objectivity, and impartiality of the Board. No Director shall directly or indirectly receive any profit from his/her position as such, and Directors shall serve without remuneration other than as provided in Section 4.1 of these Bylaws for the payment for reasonable expenses incurred by them in the performance of their duties. The pecuniary interests of immediate family members or close personal or business associates of a ~~Director~~director are considered to also be the pecuniary interest of the ~~Director~~director.
- 4.9 Indemnification. All directors and officers of the corporation shall be indemnified against any and all claims that may be brought against them as a result of action taken by them on behalf of the corporation as provided for and subject to the requirements of Chapter 317A of Minnesota Statutes as amended.

ARTICLE V. Board Officers

- 5.1 Officers and Duties. There shall be four officers of the board, consisting of a president, vice-president, secretary, and treasurer. All officers shall be directors of the corporation. Their terms and duties are as follows:
- 5.2 President. The president shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms. The president shall have the following duties:
- Convene and preside over regularly scheduled board meetings.
 - Have general powers and duties of supervision and management as directed by the Manual of Policy and Procedures.
 - Appoint such committees as he/she shall deem necessary with the advice and consent of the Board of Directors.
- 5.3 Vice-President. The Vice-President shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms. The Vice-President shall have the following duties:
- Assume and perform the duties of the president in case of his/her absence or incapacity; and shall chair committees on special subjects as designated by the President.
 - Have general powers and duties of supervision and management as directed by the Manual of Policy and Procedures.
- 5.4 Secretary. The Secretary shall serve a term of office of one year and may, upon re-election succeed himself/herself for two additional successive terms.

The Secretary shall be responsible for preparing and keeping all records of board actions, including overseeing the taking of minutes at all board meetings, sending out meeting announcements, distributing copies of minutes and the agenda to each board member, and assuring that corporate records are maintained.

- 5.5 Treasurer. The Treasurer shall serve a term of office of one year and may, upon re-election succeed

himself/herself for two additional successive terms.

The treasurer shall chair the finance committee, maintain account of all funds deposited and disbursed, disburse corporate funds as designated by the Board of Directors, assist in the preparation of the budget, collect membership dues, and make financial information available to board members and the public.

ARTICLE VI.

Fiscal Year, Dues and Annual Review of Financial Procedures

- 6.1 Fiscal Year. The fiscal year of the corporation shall end on September 30 each year.
- 6.2 Membership Dues. Dues will be determined annually by the Board of Directors as specified in the Manual of Policy and Procedures.
- 6.3 Annual Dues. Annual dues shall be payable in January of each year. If a member's dues are not paid on or before April 30 of each year, such member's name shall be stricken from the membership roll. Reinstatement shall be upon such terms and conditions as prescribed by the Board of Directors.

The Board of Directors shall have the authority to suspend or defer dues of any newly organized watershed district or watershed management organization that joins this association until such member watershed district or watershed management organization is in actual receipt of its first authorized fund. The Board shall send out the annual dues statement with payment directed to the Minnesota Watersheds accounting firm. The Board of Directors may consider deferring, suspending, or reducing dues to new members or on an individual case basis when an appeal is made by a member because of hardship or funding problems.

- 6.4 Annual Review of Financial Procedures. The Board of Directors of this corporation shall provide for an annual review of financial procedures of all its resources and expenditures. A full report of such review and financial status shall be furnished at each annual meeting of the members. This review will be conducted by an auditing firm selected by the Board of Directors with experience in the field of government and water management. The review results shall be furnished to all members within forty-five days after receipt thereof by the Treasurer.

ARTICLE VII.

Employees

- 7.1 Employees. At the discretion of and under the direction of the Board of Directors, Minnesota Watersheds may choose to hire and administer various employees. Their positions and job expectations shall be individually developed and included in the Manual of Policy and Procedures.

ARTICLE VIII.

Resolutions and Petitions

- 8.1 Resolutions: The Chair of the Minnesota Watersheds Resolutions Committee will send a request for resolutions, along with a form for submission, to the membership at least three months prior to the annual Minnesota Watersheds membership meeting. Resolutions and their justification must be submitted to the Minnesota Watersheds Resolutions Committee in the required format at least two months prior to the annual Minnesota Watersheds membership meeting for committee review and recommendation. The committee will present these resolutions and their recommendations to the Board of Directors and the Minnesota Watersheds membership at least one month prior to the start

of the annual Minnesota Watersheds membership meeting. The Board of Directors may make additional recommendations on each proposed resolution through its board meeting process. This same procedure will be used when policy issues are to be considered at any special Minnesota Watersheds membership meeting.

- 8.2 Petitions: Any member or group of members may submit to the Board of Directors at any time a petition requesting action, support for, rejection of, or additional information on any issue of potential importance to the members. Such petitions require signed resolutions from at least 15 members before a ~~Special~~special meeting of the membership will be convened.

ARTICLE IX.

Chapters

- 9.1 Chapters. Members may form chapters to further the purposes stated in Article II of the Articles of Incorporation, to carry out policies of the Board of Directors, and to suggest policies for consideration by the Board of Directors.

ARTICLE X.

Rules of Order

- 10.1 Rules. When consistent with its Articles of Incorporation and these Bylaws, the 12th edition of Robert's Rules of Order Newly Revised shall govern the proceedings of this corporation. For consistency in operation, a copy shall be available for consultation if requested at every scheduled meeting of the and Membership meetings.

ARTICLE XI. Amendments

- 11.1 Amendments. These Bylaws may be amended by a majority vote of the members of this corporation only as provided below.
- 11.2 Annual Meeting. At the annual meeting of the members of this corporation, the Bylaws may be amended by the majority of the members present if there is a quorum at said annual meeting and due notice has been given to the membership of the changes 30 days in advance of the meeting.
- 11.3 Special Meeting. These Bylaws may be amended by the members at a special meeting called for that reason but only by a majority vote of the entire membership of the corporation, and only if there has been thirty days' written notice to all members of such special meeting. Such special meeting may be called upon the request of one-third of the members of this corporation by notice in writing to the secretary or president, which notice shall ask for said special meeting and shall state the proposed Bylaws changes, and upon receipt of such request, the secretary or president must send written, either by mail or electronically, notice of the meeting to the members of this corporation within thirty days of receipt of such request, which shall be not less than thirty days nor more than fifty days of the date of the written notice.

Resolutions Packet



DATE: October 10, 2023
TO: Minnesota Watersheds Board of Directors
FROM: Linda Vavra, Resolutions Committee Co-Chair
RE: Resolutions Committee Recommendations

The Resolutions Committee met on Tuesday, October 10, 2023 to review and discuss the resolutions submitted by Minnesota Watersheds members. Their recommendations are as follows.

Resolutions Recommendations

#	Resolution Title	Committee Recommendation
1	Require Watershed District Permits for the Department of Natural Resources	Recommends adoption
2	Clarify Budget Adoption Deadlines and Certification Types for Watershed Districts	Does not recommend adoption; recommends working with boards, staff, and legal counsel to understand and confirm best practices
3	Support New Legislation Modeled after HF2687 and SF2419 (2018) Regarding DNR Regulatory Authority over Public Drainage Maintenance and Repairs	Recommends adoption as amended
4	Support Streamlining the DNR Flood Hazard Mitigation Grant Program	Recommends adoption
5	Support Increased Flexibility in Open Meeting Law to Utilize Interactive Technology	Recommends adoption
6	Support Minnesota Watersheds Education and Outreach to Encourage Formation of Watershed Districts in Unserved Areas	Recommends adoption

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS

RESOLUTION 2023-01

Resolution to Request Minnesota Watersheds Support to Require Watershed District Permits for the Department of Natural Resources

Proposing District: Wild Rice Watershed District
Contact Name: Tara Jensen
Phone Number: 218-784-5501
Email Address: tara@wildricewatershed.org

Background that led to submission of this resolution:

Watershed districts are local, special-purpose units of government that work to solve and prevent water-related problems (Minnesota Watersheds website).

While all other government units, such as states, counties, and cities have political boundaries, because water knows no boundaries and goes where it wants to, it makes sense to manage natural resources on a watershed basis. This type of management allows for an overall, holistic approach to resource conservation (Minnesota Watersheds website).

Watershed district have overall plans that are intended to protect, enhance, manage, and maintain the natural resources of the district in the best interest of the citizens and other stakeholders.

Watershed districts currently have rules and permit requirements that are not intended to delay or inhibit development. Rather permits are needed so that the managers are kept informed of planned projects, can advise and in some cases, provide assistance, and can ensure that land disturbing activity and development occurs in an orderly manner and in accordance with the overall plan for the district.

The Minnesota Department of Natural Resources (MNDNR) owns, operations, and maintains wildlife management areas and other conservation-oriented property within the Wild Rice Watershed District (WRWD).

As part of the operation of this property, the MNDNR periodically does improvements (i.e. wetland restorations, channel modifications, etc.) on their land without going through the process of obtaining a permit from watershed districts, because they are currently not subject to 103D.345. Without requiring a permit, the watershed managers are not assured of being adequately kept informed of planned projects to ensure that land disturbing activity and development occurs in an orderly manner and in accordance with the overall plan for the district.

Ideas for how this issue could be solved:

Minnesota Watersheds could seek legislative authority to amend M.S. Chapter 103D.345, Subd. 5 as follows: Subd. 5. Applicability of permit requirements to state. A rule adopted by the managers that requires a permit for an activity applies to the Departments of Transportation and Natural Resources.

Efforts to solve the problem:

We have spoken with state agency staff. They currently submit permit applications as a courtesy to let us know what works are being completed. Without it being required, we worry that this will not continue forever.

Anticipated support or opposition:

We would anticipate support from watersheds and opposition from the MNDNR.

This issue (check all that apply):

Applies only to our district:	_____	Requires legislative action:	_____
Applies only to 1 or 2 regions:	_____	Requires state agency advocacy:	_____ X _____
Applies to the entire state:	_____ X _____	Impacts MW bylaws or MOPP:	_____

MINNESOTA WATERSHEDS RESOLUTION 2023-01

Resolution to Request Minnesota Watersheds Support to Require Watershed District Permits for the Department of Natural Resources

WHEREAS, discussion was had that the Minnesota Department of Natural Resources (MNDNR) has engaged in certain activity on property owned by the MNDNR which would require a permit for such activity as being within the scope of an existing rule of the Wild Rice Watershed District (WRWD), but the MNDNR asserts its position that it is exempt from obtaining any such permit; and

WHEREAS, the WRWD has concerns that the non-permitted work being done by the MNDNR on its property impacts other property owners/residents within the district resulting in such impacted property owners/residents having no recourse for water flowing, seeping, or otherwise being cast upon such other owners/residents; and

WHEREAS, the WRWD desires that Minnesota Statutes § 103D.345, Subd. 5 which pertains to the applicability of watershed permit requirements to the state and provides that a rule adopted by the managers that requires a permit for an activity applies to the Department of Transportation should be expanded to include the MNDNR.

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds supports amending Minnesota Statutes § 103D.345, Subd. 5 to read as follows: Subd. 5. Applicability of permit requirements to state. A rule adopted by the managers that requires a permit for an activity applies to the Departments of Transportation and Natural Resources.

Notes: This resolution is a resubmission of Resolution 2018-04 which expires in December. The committee recommends adoption.

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS

RESOLUTION 2023-02

Resolution Seeking Clarification of Levy and Budget Statutes (103D.911 vs 275.056)

Proposing District: Middle Fork Crow River Watershed District
Contact Name: Dan Coughlin
Phone Number: 320-796-0888
Email Address: dan@mfcrow.org

Background that led to submission of this resolution:

Each year, managers of watershed districts are required to adopt a budget for the following year. The issue facing managers is what deadline for adopting a budget should be followed because the two statutes that apply to a watershed's budgetary process conflict with each other: Minn. Stat. § 275.065, subd. 1 and 103D.911, subd. 2. Minn. Stat. § 275.065, commonly referred to as the "Truth in Taxation" statute, requires special taxing districts to "certify to the county auditor the proposed property tax levy for taxes payable in the following year" by September 30. However, Minn. Stat. § 103D.911, subd. 2 states that "on or before September 15 of each year, the managers [of the watershed district] shall adopt a budget for the next year and decide on the total amount necessary to be raised from...tax levies..." These two statutes create a conflict for managers of watershed districts in Minnesota because it is unclear what deadline needs to be followed. However, historically, this was not the case. The Minnesota legislature amendment Minn. Stat. § 275.065, subd. 1 in 2014 changed the certification deadline from September 15th to September 30th. As written, the "Truth in Taxation" statutes of Minnesota Chapter 275 would apply to watershed districts. Minn. Stat. 275.066(1) states that the term "special taxing districts" includes "watershed districts under chapter 103D." Minn. Stat. 275.065, subd. 1(e) states that "special taxing district shall have the same meaning as stated in Minn. Stat. 275.066. Because watershed districts are included in the special taxing districts, the watershed districts "shall certify to the county auditor the proposed property tax levy for taxes payable the following year" on or before September 30. Minn. Stat. 275.065, subd. 1(a). The "Truth in Taxation" statute of 275 conflicts with Minn. Stat. 103D.911, subd.2, which requires managers of a watershed district to adopt a budget for the next year *on or before* September 15. The reference to September 15th in Minn. Stat. 103D.911 conflicts with the Truth in Taxation statute because two different statutory deadlines are provided for. To remedy any conflict, it is proposed that Minn. Stat. § 103D.911, subd. 2 be amended to be in harmony with Minn. Stat. § 275.065, subd. 1, which allows for a proposed levy to be submitted to the county auditor by September 30th. To ensure consistency, it is suggested that the other provisions of Minnesota Statute Chapter 275 be followed in Minnesota Statute Chapter 103D that, allow for a further discussion on the budget between October and November, with the final approval occurring in December.

In addition to the deadline, there is ambiguity surrounding whether a final budget or preliminary budget needs to be certified to the county auditor by the statutory deadline. Currently, Minn. Stat. § 103D.911, subd. 2 simply states a budget shall be adopted. It does not indicate whether that budget is a final budget or a preliminary budget. By following Minnesota Chapter 275, clear statutory guidance will be given on when the proposed budget needs to be presented, and the final budget needs to be adopted.

Ideas for how this issue could be solved:

It is proposed that Minn. Stat. § 103D.911, subd. 2 be amended to apply the statutory timelines of Minnesota Statutes Chapter 275 to watershed districts.

Efforts to solve the problem:

This has been a question many watershed districts are facing. Many watershed districts have turned to their legal counsel for interpretation. However, it is important that all watershed districts follow a consistent budgetary process to avoid legal issues.

Anticipated support or opposition:

Other watershed districts will likely want to partner with the Middle Fork Crow River Watershed District to receive clarification regarding this matter. Both political parties in the State of Minnesota should also want to clarify this ambiguity. Clarity will also benefit the landowners by allowing landowners to be more informed of the budgetary process

through the preliminary property tax levy statements they already are interacting with for township, city, school district and county levy impacts; and would provide another avenue for landowner participation.

This issue (check all that apply):

Applies only to our district:	<u> </u>	Requires legislative action:	<u> X </u>
Applies only to 1 or 2 regions:	<u> </u>	Requires state agency advocacy:	<u> </u>
Applies to the entire state:	<u> X </u>	Impacts MW bylaws or MOPP:	<u> </u>

MINNESOTA WATERSHEDS RESOLUTION 2023-02

Resolution to Clarify Budget Adoption Deadlines and Certification Types for Watershed Districts

WHEREAS, managers of watershed districts in the state of Minnesota are required to annually adopt a budget for the following year; and

WHEREAS, a conflict has arisen due to the divergence between two relevant statutes, namely Minn. Stat. § 275.065, subd. 1 (referred to as the "Truth in Taxation" statute) and Minn. Stat. § 103D.911, subd. 2, concerning the deadlines for budget adoption; and

WHEREAS, the "Truth in Taxation" statute, Minn. Stat. § 275.065, subd. 1, stipulates that special taxing districts, including watershed districts under chapter 103D (as noted in Minn. Stat. § 275.065 subd. 1(e) and 275.066), must certify the proposed property tax levy for the following year by September 30; and

WHEREAS, Minn. Stat. § 103D.911, subd. 2, mandates that managers of watershed districts must adopt a budget for the next year and determine the total amount to be raised from tax levies on or before September 15, leading to a conflict in statutory deadlines; and

WHEREAS, the historical legislative amendment of Minn. Stat. § 275.065, subd. 1, in 2014 changed the certification deadline from September 15th to September 30th; and

WHEREAS, it is imperative to address this conflict to provide clarity and consistency in the budgetary processes of watershed districts in Minnesota and to offer statutory guidance regarding the type of budget to be certified to the county auditor by the statutory deadline; and

WHEREAS, providing a consistent and understandable property tax levy process for all local units of government with ad valorem taxing authority provides property owners with a greater opportunity to become informed of activities and plans of the governmental units that serve them; and

WHEREAS, bringing watershed district budget and levy processes in line with those of other local units of government provides the added benefit of allowing boards of managers and their support staff to establish and refine their annual budgets in a timeframe closer to the start of their next fiscal year; which should allow for more accurate and detailed information to be utilized as part of the processes used to establish final budgets and to set annual property tax levies;

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds supports the following:

1. The Minnesota Legislature shall amend Minn. Stat. § 103D.911, subd. 2, to align with Minn. Stat. § 275.065, subd. 1, by specifying that managers of watershed districts are required to submit the proposed preliminary property tax levy for the following year to the county auditor on or before September 30th.
2. To ensure uniformity and eliminate ambiguity, the budget adoption process in Minnesota Statute Chapter 103D shall adhere to the provisions outlined in Minnesota Statute Chapter 275, which include submitting the associated preliminary budget by September 30th. Furthermore, this alignment allows for further budget discussions between October and November, with approval of the final budget and associated property tax levy occurring in December, in accordance with the framework provided by Minnesota Statute Chapter 275.
3. The amendment to Minn. Stat. § 103D.911, subd. 2, shall explicitly indicate that the budget to be adopted is the preliminary budget and levy, and this levy shall be certified to the county auditor by September 30th, in line with Minn. Stat. § 275.065, subd. 1. Furthermore, the Board of Managers shall include with its preliminary levy certification materials to county auditors the date, time and location of its final budget and levy public hearing so it can be included as part of a county's proposed property tax notifications to property owners.

Notes: After reviewing the background information and discussing this resolution with MAWA at their meeting on September 27, the following information was submitted. Here is the link to the statute: <https://www.revisor.mn.gov/statutes/cite/275.065>. The applicable section is included below.

Subd. 6. Adoption of budget and levy.

(a) The property tax levy certified under section [275.07](#) by a city of any population, county, metropolitan special taxing district, regional library district, or school district must not exceed the proposed levy determined under subdivision 1, except by an amount up to the sum of the following amounts:

(1) the amount of a school district levy whose voters approved a referendum to increase taxes under section [123B.63, subdivision 3](#), or [126C.17, subdivision 9](#), after the proposed levy was certified;

(2) the amount of a city or county levy approved by the voters after the proposed levy was certified;

(3) the amount of a levy to pay principal and interest on bonds approved by the voters under section [475.58](#) after the proposed levy was certified;

(4) the amount of a levy to pay costs due to a natural disaster occurring after the proposed levy was certified, if that amount is approved by the commissioner of revenue under subdivision 6a;

(5) the amount of a levy to pay tort judgments against a taxing authority that become final after the proposed levy was certified, if the amount is approved by the commissioner of revenue under subdivision 6a;

(6) the amount of an increase in levy limits certified to the taxing authority by the commissioner of education or the commissioner of revenue after the proposed levy was certified;

(7) the amount required under section [126C.55](#);

(8) the levy to pay emergency debt certificates under section [475.755](#) authorized and issued after the proposed levy was certified; and

(9) the amount of unallotment under section [16A.152](#) that was recertified under section [275.07, subdivision 6](#).

(b) This subdivision does not apply to towns and special taxing districts other than regional library districts and metropolitan special taxing districts.

(c) Notwithstanding the requirements of this section, the employer is required to meet and negotiate over employee compensation as provided for in chapter 179A.

The Department of Revenue states that the special taxing districts that are subject to Truth in Taxation are limited to the metro.

Towns and special taxing districts (except for the three metropolitan special taxing districts and fire and emergency medical services districts) are not required to hold truth-in-taxation meetings. For towns, under "Meeting Information" it should read "Budget set at your annual town meeting in March 2023." Special taxing districts, other than the metropolitan special taxing districts (if applicable), are not listed under "Meeting Information."

Mark Doneux, Capitol Region WD, submitted the following Analysis and Comparison regarding this subject from his perspective and that of the Ramsey County property tax manager.

103D and 275 Analysis and Comparison

There has been some discussion and questions about 103D and 275 as it pertains to a watershed district levy certification process.

The current 103D.911 and 103D.915 statute is the most straightforward and simple approach for watershed districts to adopt and certify a budget and levy. It would be a disadvantage to be under 275 since watershed districts in multiple counties would then be required to attend multiple TNT hearings and at best add 15 days to the budget and levy process.

Here are the current 103 D statutes:

103D.911 BUDGET.

Subdivision 1. *Hearing.*

(a) Before adopting a budget, the managers shall hold a public hearing on the proposed budget.

(b) The managers shall publish a notice of the hearing with a summary of the proposed budget in one or more newspapers of general circulation in each county consisting of part of the watershed district. The notice and summary shall be published once each week for two successive weeks before the hearing. The last publication shall be at least two days before the hearing.

Subd. 2. *Adoption.*

On or before September 15 of each year, the managers shall adopt a budget for the next year and decide on the total amount necessary to be raised from ad valorem tax levies to meet the watershed district's budget.

103D.915 TAX LEVY.

Subdivision 1. *Certification to auditor.*

After adoption of the budget and no later than September 15, the secretary of the watershed district shall certify to the auditor of each county within the watershed district the county's share of the tax, which shall be an amount bearing the same proportion to the total levy as the net tax capacity of the area of the county within the watershed bears to the net tax capacity of the entire watershed district. The maximum amount of a levy may not exceed the amount provided in section [103D.905](#).

The question of whether watershed districts do fall under the 275 process is yes for September 30th filing deadline. 275.065 clearly state a preliminary levy must be certified by September 30th. See below.

275.065 PROPOSED PROPERTY TAXES; NOTICE.

§Subdivision 1. Proposed levy. (a) Notwithstanding any law or charter to the contrary, on or before September 30, each county, home rule charter or statutory city, town, and special taxing district, excluding the Metropolitan Council and the Metropolitan Mosquito Control Commission, shall certify to the county auditor the proposed property tax levy for taxes payable in the following year.

The debate comes in when considering if watershed districts are part of the Notice process known as Truth in Taxation (TNT) and the related hearings. Based on statute, 275.065, subd 3 watershed districts are NOT required to part of the Notice or TNT process, nor do we want to be. Subd 3 reads that METROPOLITAN taxing districts are subject to the notice/TNT process. When reviewing paragraph (i) that defined metropolitan taxing districts, it only includes the Metropolitan Council, Metropolitan Airports Commission and the Metropolitan Mosquito Control Commission.

See Subd 3 paragraph (c) and (i) below.

Subd. 3. Notice of proposed property taxes. (c) a portion of c

*The notice must clearly state for each city that has a population over 500, county, school district, regional library authority established under section 134.201, **metropolitan** taxing districts **as defined in paragraph (i)**, and fire protection and emergency medical services special taxing districts established under section 144F.01, the time and place of a meeting for each taxing authority in which the budget and levy will be discussed and public input allowed, prior to the final budget and levy determination.*

Here is paragraph (i)

*(i) For purposes of this subdivision and subdivision 6, "**metropolitan** special taxing districts" means the following taxing districts in the seven-county metropolitan area that levy a property tax for any of the specified purposes listed below:*

(1) Metropolitan Council under section 473.132, 473.167, 473.249, 473.325, 473.446, 473.521, 473.547, or 473.834;

(2) Metropolitan Airports Commission under section 473.667, 473.671, or 473.672; and

(3) Metropolitan Mosquito Control Commission under section 473.711.

In the end, the current 103D statutes provide clear and simple process for adopting a budget and certifying a levy. Whether it's the 15th or 30th of September really makes no difference in preparing the budget and levy for the following year so going to September 30th only adds 15 days. As far as notification of tax levies to tax payers, watershed district budgets are an extremely minor portion of the overall property tax levy. That is why the notification process only seeks cities over 500 population, counties, and school districts. The entities make up the overwhelming majority of the property taxes and their respective levies can only go down after the November hearings.

Notes: The committee does not recommend adoption of this resolution. The committee recommends working with boards, staff, and legal counsel to understand and confirm best practices.

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS

RESOLUTION 2023-03

Resolution Seeking Support of New Legislation Modeled after HF2687 and SF2419 (2018) Regarding DNR Regulatory Authority over Public Drainage Maintenance and Repairs

Proposing District: Rice Creek Watershed District
Contact Name: Nick Tomczik, Administrator
Phone Number: 763-398-3079
Email Address: ntomczik@ricecreek.org

Background that led to submission of this resolution:

The State enacted several laws related to water resources after the establishment of the public drainage systems. However, there was a commitment that these laws would not restrict existing rights including those related to the existence of, and obligation to maintain, public drainage systems.

The public waters inventory was never intended to restrict the right to maintain existing drainage systems. The legislature specifically exempted repairs from DNR permitting; gave the DNR a mechanism to ensure proposed work was repair; and directed the DNR to provide for the lawful function of public drainage systems that affected public waters. The DNR also adopted a rule exempting repairs from permitting and announced a policy in 1980 that stated repair of public drainage systems should be allowed without permits.

More recent DNR practices have departed from the 1980 policy and clear language in both statute and rule. The agency has increasingly required permits, approvals, and conditions contrary to current law and the 1980 policy. The DNR issued a new guidance document in February 2018 that was intended to provide clarity for both DNR staff and drainage authorities on the role of the DNR regarding public drainage activities (particularly repairs). This guidance has had the opposite effect, creating more uncertainty, expense, and delays in the public waters regulatory program and for drainage system repairs.

HF2687 and SF2419 were introduced during the 2018 legislative session to reinforce the protections given to drainage system repairs. These bills were placed on hold in committee when the DNR issued its new guidance that would address the concerns that drainage authorities had with its current practices (relating to permitting and permission requirements for work affecting public waters). Though these bills were never withdrawn by their authors, they require reintroduction for reconsideration.

The DNR policy and its implementation of that policy do not adequately address drainage authority concerns. Reintroduction and approval of new legislation modeled after HF2687 and SF2419 would reinforce in clear terms the DNR's role in drainage system repairs.

Ideas for how this issue could be solved:

Current disagreements about the DNR's jurisdiction could be resolved through protracted litigation (the least desirable course of action) or by clear legislative directives. New legislation, modeled after HF2687 and SF2419, will provide this clear legislative directive. The legislation would reinforce existing law regarding the DNR and the drainage authorities' roles and responsibilities when maintaining the public drainage systems and reduce the unnecessary expenditure of dollars by the Drainage Authority (passed by statute to landowners) and DNR.

Use draft bill language modeled after HF2687 and SF2419 with suggested amendments to introduce new legislation. Documents are attached to this resolution.

Attachments:

- 1- Proposed amendment to 103E.701
- 2- Proposed amendment to 103G.225
- 3- Proposed amendment to 103G.245

4- Revised SF 2419 bill language

To advance this legislation, we ~~recommend Minnesota Watersheds engage with the Drainage Work Group (DWG) to prioritize this topic for DWG deliberation in 2024. If consensus cannot be reached by the DWG in 2024,~~ we recommend Minnesota Watersheds, along with partner organizations such as the Association of Minnesota Counties (AMC), work with cooperating legislators to draft and introduce new bills in the 2025 legislative session.

Efforts to solve the problem:

RCWD representatives have met with DNR staff leadership multiple times since 2018 regarding the lack of clarity and consistency in DNR's role on public drainage system repairs across the State. This engagement resulted in the DNR issuing Letters of Permission for two RCWD drainage repair projects, only to rescind the Letters of Permission months later noting that permission was unnecessary. PDA engaged with DNR, yet DNR continues inconsistent jurisdictional response.

A similar resolution was proposed and adopted by MAWD in 2018. This resolution is sunseting in 2023. We are unaware of any actions from MAWD / Minnesota Watersheds that resulted from that resolution.

Anticipated support or opposition from other governmental units?

Wild Rice Watershed District is supportive of this resolution. All public drainage authorities (counties, watershed districts) should support this legislation. Non-governmental environmental organizations in the state and the DNR may oppose this legislation.

This issue (check all that apply):

Applies only to our district:	_____	Requires legislative action:	_____ X _____
Applies only to 1 or 2 regions:	_____	Requires state agency advocacy:	_____
Applies to the entire state:	_____ X _____	Impacts MW bylaws or MOPP:	_____

103E.701 REPAIRS.

Subd. 2. Repairs affecting public waters.

A. Where as-built records, ~~reestablished~~reestablished records under section 103E.101, subd. 4a, or prior concurrence of the commissioner exist, the Drainage authority may proceed with a drainage system repair consistent with the definition above without further concurrence, review or permission of the commissioner under section 103E.011, subd. 3.

B. Where as-built records, ~~reestablished~~reestablished records under section 103E.101, subd. 4a, or prior concurrence of the commissioner do not exist, ~~B~~before a repair is ordered, the drainage authority must notify the commissioner if the repair ~~may affect~~will be conducted in, through or adjacent to public waters. Notice to the commissioner must include the proposed repair design and configuration. Within 60 days of notice, the commissioner must concur or non-concur that the proposed repair is, in fact, repair as defined in this section. Failure of the commissioner to concur or non-concur with the repair design and configuration within 60 days shall be deemed concurrence. If the commissioner ~~disagrees non-concurs~~ with the repair design and configuration~~depth~~, the engineer, a representative appointed by the director, and a soil and water conservation district technician must jointly determine authorized repair as defined in this section~~the repair depth~~ using existing records and evidence, including, but not limited to, applicable aerial photographs, soil borings or test pits, culvert dimensions and invert elevations, and bridge design records.~~soil borings, field surveys, and other available data or appropriate methods.~~ Costs for determining the repair ~~depth~~design and configuration beyond the initial meeting must be shared equally by the drainage system and the commissioner. The determined repair design and configuration~~depth~~ must be recommended to the drainage authority. The drainage authority may accept the joint recommendation and proceed with the repair.

C. Commissioner concurrence with repair design and configuration or drainage authority acceptance of a repair design and configuration recommendation shall constitute permission of the commissioner under section 103E.011, subd. 3.

103G.225 STATE WETLANDS AND PUBLIC DRAINAGE SYSTEMS.

If the state has inventoried and designated public water courses, basins or wetlands on or adjacent to existing public drainage systems, the state shall consider the use of the public waters ~~wetlands~~ as part of the drainage system. If the commissioner's desired management or protection of public waters ~~wetlands~~ interfere with or prevent the authorized functioning of the public drainage system, the state shall provide for necessary work to allow proper use and maintenance of the drainage system while still preserving the public waters wetlands.

103G.245 WORK IN PUBLIC WATERS.

Subd. 2.Exceptions.

A public-waters-work permit is not required for:

(1) work in altered natural watercourses that are part of drainage systems established under chapter 103D or 103E if the work in the waters is undertaken according to chapter 103D or 103E;

(2) repair of a public drainage system lawfully established under Minnesota Statutes, chapters 103D and or 103E, and sponsored by the public drainage authority consistent with the definition of "repair" in Minnesota Statutes, section 103E.701, subdivision 1.

(3) a drainage project for a drainage system established under chapter 103E that does not substantially affect public waters; or

(34) culvert restoration or replacement of the same size and elevation, if the restoration or replacement does not impact a designated trout stream.

SENATE
STATE OF MINNESOTA
NINETIETH SESSION

S.F. No. 2419

(SENATE AUTHORS: WESTROM, Weber, Eken, Sparks and Ingebrigtsen)

DATE
05/21/2017

D-PG
5448

OFFICIAL STATUS
Introduction and first reading
Referred to Environment and Natural Resources Policy and Legacy Finance

- 1.1 A bill for an act
- 1.2 relating to natural resources; clarifying public waters and public drainage system
- 1.3 laws; amending Minnesota Statutes 2016, sections 103E.701, subdivision 2;
- 1.4 103G.225; 103G.245, subdivision 2.
- 1.5 BE IT ENACTED BY THE LEGISLATURE OF THE STATE OF MINNESOTA:
- 1.6 Section 1. Minnesota Statutes 2016, section 103E.701, subdivision 2, is amended to read:
- 1.7 Subd. 2. **Repairs affecting public waters.** (a) Where as-built records, reestablished
- 1.8 records under section 103E.101, subdivision 4a, or prior concurrence of the commissioner
- 1.9 exists, the drainage authority may proceed with a drainage system repair as provided in this
- 1.10 section without further concurrence, review, or permission of the commissioner under
- 1.11 section 103E.011, subdivision 3.
- 1.12 (b) Where as-built records, reestablished records under section 103E.101, subdivision
- 1.13 4a, or prior concurrence of the commissioner does not exist, before a repair is ordered, the
- 1.14 drainage authority must notify the commissioner if the repair ~~may affect~~ will be conducted
- 1.15 in, through, or adjacent to public waters. Notice to the commissioner must include the
- 1.16 proposed repair design and configuration. Within 60 days of notice, the commissioner must
- 1.17 concur or not concur that the proposed repair is, in fact, repair as provided in this section.
- 1.18 Failure of the commissioner to concur or not concur with the repair design and configuration
- 1.19 within 60 days is deemed concurrence. If the commissioner ~~disagrees~~ does not concur with
- 1.20 the repair ~~depth~~ design and configuration, the engineer, a representative appointed by the
- 1.21 director, and a soil and water conservation district technician must jointly determine the
- 1.22 repair ~~depth~~ allowed under this section using soil borings, field surveys, and other available
- 1.23 data or appropriate methods existing records and evidence, including but not limited to
- 1.24 applicable aerial photographs, soil borings, test pits, culvert dimensions, invert elevations,

and bridge design records. Costs for determining the repair ~~depth~~ design and configuration beyond the initial meeting must be shared equally by the drainage system and the commissioner. The determined repair ~~depth~~ design and configuration must be recommended to the drainage authority. The drainage authority may accept the joint recommendation and proceed with the repair.

(c) The commissioner's concurrence with repair design and configuration or the drainage authority or an accepted joint recommendation acceptance of a repair design and configuration recommendation under this subdivision constitutes permission of the commissioner under section 103E.011, subdivision 3.

Sec. 2. Minnesota Statutes 2016, section 103G.225, is amended to read:

103G.225 STATE WETLANDS PUBLIC WATERS AND PUBLIC DRAINAGE SYSTEMS.

If the state ~~owns~~ has inventoried and designated public water courses, basins, or public waters wetlands on or adjacent to existing public drainage systems, the state shall consider the use of the public waters wetlands as part of the drainage system. If the commissioner's desired management or protection of public waters wetlands interfere with or prevent the authorized functioning of the public drainage system, the state shall provide for necessary work to allow proper use and maintenance of the drainage system while still preserving the public waters wetlands.

Sec. 3. Minnesota Statutes 2016, section 103G.245, subdivision 2, is amended to read:

Subd. 2. **Exceptions.** A public-waters-work permit is not required for:

(1) work in altered natural watercourses that are part of drainage systems established under chapter 103D or 103E if the work in the waters is undertaken according to chapter 103D or 103E;

(2) repair of a public drainage system lawfully established under chapters 103D or 103E and sponsored by the public drainage authority as provided in section 103E.701;

(3) a drainage project for a drainage system established under chapter 103E that does not substantially affect public waters; or

~~(3)~~ (4) culvert restoration or replacement of the same size and elevation, if the restoration or replacement does not impact a designated trout stream.

Wild Rice Watershed District

11 5th Ave East · Ada MN 56510 · Phone (218) 784-5501 · Fax (218) 784-2459 · www.wildricewatershed.org

September 13, 2023

Rice Creek Watershed District
4325 Pheasant Ridge Drive NE, Suite 611
Blaine, MN 55449

RE: WILD RICE WATERSHED DISTRICT SUPPORT OF MN WATERSHEDS 2023
RESOLUTION

Dear Rice Creek Watershed District (RCWD):

The Wild Rice Watershed District (WRWD) Board of Managers had considered the MN Watersheds 2023 Resolution – *Support of New Legislation Modeled After HF2687 and SF2419 (2018) Regarding DNR Regulatory Authority over Public Drainage Maintenance and Repairs* (hereafter “MN Watersheds Resolution”) at Exhibit “A,” which has been adopted by the RCWD Board of Managers.

This letter, executed by the undersigned Chairman of the WRWD Board of Managers, on behalf of the WRWD Board of Managers, is being sent in support and agreement with the terms of the MN Watersheds Resolution regarding the commitment of lobbying efforts toward the passage of legislation modeled after HF2687 and SF2419 in subsequent legislative sessions.

Sincerely,



GREG HOLMVIK

Chairman – Wild Rice Watershed District Board of Managers

MINNESOTA WATERSHEDS RESOLUTION 2023-03

Resolution Seeking Support of New Legislation Modeled After HF2687 and SF2419 (2018) Regarding DNR Regulatory Authority over Public Drainage Maintenance and Repairs

WHEREAS, many watershed districts are drainage authorities 103E for all public drainage systems within their jurisdictional boundaries pursuant to the statute chapter; and

WHEREAS, statute chapter 103E places an obligation on drainage authorities to maintain public drainage systems on behalf of benefitted landowners; and

WHEREAS, courts have identified the rights of benefitted landowners to have public drainage systems maintained as a property right; and

WHEREAS, the State enacted laws related to water resources after the establishment of the public drainage systems with the commitment that these laws would not restrict existing rights to maintain public drainage systems; and

WHEREAS, DNR practices have departed from past policy and extended beyond the limits of its authority by regulating, permitting, and restricting drainage system repairs; and

WHEREAS, HF2687 and SF2419 were introduced during the 2018 legislative session to restate the protections given to drainage system repairs and were placed on hold in committee to await new DNR guidance that would address the concerns of the drainage authorities; and

WHEREAS, the DNR issued guidance in February 2018 that did not address the public drainage authority concerns and has created more uncertainty, expense, and delays in the public waters regulatory program and for drainage system repairs; and

WHEREAS, Though HF2687 and SF2419 were never withdrawn by their authors, the biennial legislative process requires that they be reintroduced for consideration.

WHEREAS, legislation modeled after HF2687 and SF2419 does not eliminate DNR or public input on repair depths; rather it clarifies how and when this is to occur in the process.

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds supports the introduction of new legislation, modeled after HF2687 and SF2419, ~~commits its staff to vetting this topic through the Drainage Work Group in 2024, and commits its lobbying efforts toward promoting the passage of the bills in subsequent sessions.~~

Notes: The committee recommends adoption of this resolution.

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS

RESOLUTION 2023-04

Resolution Seeking Action for Streamlining the DNR Flood Hazard Mitigation Grant Program

Proposing District: Two Rivers Watershed District
Contact Name: Dan Money, Administrator
Phone Number: 218-843-3333
Email Address: dan.money@tworiverswd.com

Background that led to the submission of this resolution:

DNR's Flood Hazard Mitigation Grant program is authorized under MN Statute 103F. There is currently a lack of openness and transparency on the part of DNR in managing this program. There is lack of communication to grant applicants regarding how their project is scored, ranked, and prioritized for funding. Some of the projects have been waiting more than five years for funding, with little to no communication from DNR as to their status.

There is also a lack of information regarding DNR's and the Legislature's intent to fund applications to this program. Funding for the program relies on the legislative bonding cycle (See attached Analysis of Funds Allocated and Concerns about FHMP process). For example, in 2022-2023 there were requests for over \$150 million from this program. However, the DNR's request to the legislature to fund the program is typically in the range of only \$20 million. At that pace, it would take over eight years to fund the projects currently on the list, and longer considering future new applications. Some projects have already been on the list for seven or more years and have not been funded. DNR does not communicate with applicants as to project status, and they do not seem to have a plan to fund projects and move them to construction.

Ideas for how this issue could be solved:

- Work with DNR to rectify the communication problem. Scoring, ranking, and funding priority should be more transparent so applicants know where they stand from year to year.
- Work with the legislature to promote the program and point out its social, economic, and scientific impacts. Most of the projects, and especially those in the Red River Basin, contain not only flood control elements, but also natural resources enhancement components. Minnesota Watersheds should promote the concept of fully funding the program with the intent to complete projects that qualify and are on the DNR list within two to four years of eligibility.
- Work with partners like cities, counties, and watershed management organizations to seek changes to program management.

Efforts to solve the problem:

- The Red River Watershed Management Board has met with partner organizations to identify the problem and help gain support. General support for streamlining and funding the program has been communicated.
- The RRWMB has been meeting with DNR representatives from northwest Minnesota to discuss the program and potential solutions. They have indicated a willingness to address some of the issues raised and have developed a workplan to help improve the program delivery (see attached FHM Work Plan). However, more work needs to be done to further address the issues.

Anticipated support or opposition:

Partners could be counties, cities, WMOs, and the RRWMB. Not sure about opposition.

This issue (check all that apply):

Applies only to our district:	_____	Requires legislative action:	_____ (X)
Applies only to 1 or 2 regions:	_____	Requires state agency advocacy:	_____ X
Applies to the entire state:	_____ X	Impacts MW bylaws or MOPP:	_____

Concerns About the FHMP Process

- ▶ Lack of openness/transparency – and little coordination and communication with local government.
 - ▶ DNR coordination with other agencies – how does this work.
 - ▶ Only 1 full-time staff designated by DNR for FHMP administration – some administrative assistance is available.
 - ▶ Limited or no information about:
 - Scoring and ranking process by DNR.
 - Internal DNR processes and procedures.
 - Who final decision-makers are at DNR.
 - How DNR develops its preliminary and final recommendations to fund the FHMP for Governor's budget.
 - ▶ Limited communication and promotion of the FHMP by DNR at legislature.
- ▶ FHMP gets lost in the shuffle during the state budget process.
 - ▶ Inadequate and inconsistent funding by the legislature:
 - Affects timing and coordination of other local, state, and federal funds to construct water storage/flood mitigation projects.
 - Places increased pressure on local government to fund FHM – WSPs through local taxes.
 - Inflation!
 - ▶ Continued deferred FHMP funding reduces local government's ability to meet climate resiliency goals/reduce downstream impacts.
 - ▶ Everyone wants water storage – but no one wants to fund it consistently and adequately.

FHM Program Improvement Work Plan - MN DNR

Updated 06-16-2023

Project Name: Flood Hazard Mitigation (FHM) Grant Assistance Program Communication and Delivery Improvement Project

Project Goal: A transparent funding award process, where DNR and stakeholders have ready access to and better understanding of program history, funding eligibility, application and prioritization process, and allocation of appropriations in each funding cycle.

Planned Activities:

Task	Notes	Status
Post relevant existing FHM program information on DNR's website, FHM program page	<ul style="list-style-type: none">• Program history• List of current unmet needs• Allocation of past appropriations• Map of Projects• FAQ• Explanation of funding process and prioritization	<ul style="list-style-type: none">• DONE• DONE• DONE• Updated (not on web yet)• TBD• In progress
Obtain input on FHM program from interested stakeholders and post on web.	<ul style="list-style-type: none">• Conduct LGU survey. See survey questions and responses.• Conduct LGU listening sessions. See listening session questions and notes.• Complete FHM Grant Assistance Program 2021 Survey and Listening Sessions Results Summary and post on web.	<ul style="list-style-type: none">• DONE• DONE• DONE
Internal As-Is Process Description and Review - SOPs	<ul style="list-style-type: none">• Develop Standard Operating Procedures and supporting documents for DNR's internal, Land Use Programs (LUP) OneNote Manual.	<ul style="list-style-type: none">• Nearing completion
Update current FHM application.	<ul style="list-style-type: none">• Update application to include narrative of program history, goals, eligibility, expansion of project prioritization based upon criteria established in law.• Draft application to be shared with internal and external stakeholders for review and comment prior to finalization.	<ul style="list-style-type: none">• Internal draft under review
Develop internal prioritization form based on prioritization criteria in statute and aligned with updated application form.	<ul style="list-style-type: none">• Collect and review two to three scoring systems used by other grant programs in MN and/or other states.• Develop internal prioritization process. Recognize need for flexibility in working with funding directives from Legislature, statutory requirements, applicant needs, timing and practical implementation considerations.	<ul style="list-style-type: none">• DONE collecting other scoring systems. Need to finish review.• TBD
Continue to get input and identify areas for improvement.	<ul style="list-style-type: none">• Determine timeline and process for periodic review of the FHM program and necessary updates to FHM materials. Once established, this will be an ongoing program maintenance task.	<ul style="list-style-type: none">• Initiate once elements above are completed.



ANALYSIS OF FUNDS ALLOCATED TO THE FLOOD HAZARD MITIGATION PROGRAM IN MINNESOTA – 1988 TO 2020

The Red River Watershed Management Board (RRWMB) analyzed statewide allocations to the Flood Hazard Mitigation Program (FHMP) using data available from the Minnesota Department of Natural Resources (DNR). The data used for this analysis is titled "History of Flood Hazard Mitigation Funding Allocations" is available on the DNR's website at this location:

https://www.dnr.state.mn.us/waters/watermgmt_section/flood_damage/index.html

Data is available from 1988 to 2020 and below are facts about the FHMP:

- The FHMP started in 1988, has been in existence for over 34 years, with \$2 million being allocated the first year.
- FHMP funds are administered by the DNR and are pass through to Local Governmental Units (LGU) statewide including watershed districts, counties, cities, and townships.
- Since 1988, the FHMP has allocated \$516,819,885 to LGUs.
- No funds were allocated to the FHMP in 1989, 1992, 1996, 2004, 2016, 2019, 2021, and 2022.
- Of the 26 years that funds have been allocated to the FHMP, the average allocation is \$19,877,688 for statewide flood mitigation projects and efforts.
- The table below illustrates how funds have been allocated to LGUs statewide from 1988 to 2020 for the FHMP. A pie chart is also included on the next page depicting this information.

Entity Receiving FHMP Funds Statewide: 1988 to 2020	Amount of Total FHMP Allocations Received Statewide: 1988 to 2020	Percent of Total FHMP Allocations Statewide: 1988 to 2020
Watershed Districts	\$ 73,555,299.00	14.23%
Counties	\$ 34,155,509.00	6.61%
Cities	\$ 377,638,611.00	73.07%
Townships	\$ 30,734,747.00	5.95%
Other*	\$ 735,719.00	0.14%
TOTALS	\$ 516,819,885.00	100%

*Includes FHMP administration funds for the DNR to manage the program.

Contact: For more information, contact RRWMB Executive Director Robert L. Sip via email at rob.sip@rrwmb.us or by cell at 218-474-1084.

February 3, 2023



INFLATION IMPACTS ON CONSTRUCTION OF WATER STORAGE PROJECTS IN THE RED RIVER BASIN

The Red River Watershed Management Board (RRWMB) uses the United States Army Corps of Engineers (USACE) Civil Works Construction Cost Index (CWCCI) to adjust for inflation. The CWCCI is used by the RRWMB to set cost-share rates for member watershed districts when constructing Water Storage Projects (WSP) in the Red River Basin of Minnesota. USACE updates the CWCCI at the end of each federal fiscal year, which is September 30. Below is information from 2000 to 2022 illustrating how the CWCCI has changed annually (*The 2021 index listed is the value published in fall of 2021 – USACE later revised the 2021 value to 984.80). Specific RRWMB information related to inflationary impacts is included on the [next page](#).

At end of Federal Fiscal Year	Index (CWCCI)	Change From Prior Year
2000	497.07	
2001	503.52	1.3%
2002	517.46	2.8%
2003	529.95	2.4%
2004	571.29	7.8%
2005	608.36	6.5%
2006	641.91	5.5%
2007	673.52	4.9%
2008	716.54	6.4%
2009	703.00	-1.9%
2010	724.17	3.0%
2011	756.48	4.5%
2012	773.75	2.3%
2013	787.64	1.8%
2014	804.05	2.1%
2015	804.97	0.1%
2016	810.92	0.7%
2017	835.57	3.0%
2018	862.56	3.2%
2019	888.57	3.0%
2020	897.19	1.0%
2021	971.10 *	8.2%
2022	1120.25	15.4%

Key Facts Related to Construction of Water Storage in Minnesota:

- The Flood Hazard Mitigation Program (FHMP) is a primary funding source for WSPs and flood mitigation statewide.
- The FHMP is managed by the MN DNR and funds are pass-through to local government across the state of Minnesota.
- One bonding bill of \$17.6 million has been approved in the last 4 years to fund WSPs and flood mitigation efforts statewide.
- The current known need for FHMP funding is approximately \$150 million according to MN DNR data and information as of May 2022.
- Bills of more than \$156 million have been introduced for flood mitigation and WSPs as of February 1, 2023.
- Inconsistent FHMP funding affects timing and coordination of other local, state, and federal funds to construct WSPs/flood mitigation projects.
- Inadequate funds allocated to the FHMP place increased pressure on local government to fund WSPs through local taxes.
- Continued deferred FHMP funding reduces local government's ability to meet climate resiliency goals/reduce downstream impacts.

The table below illustrates cost increases using the USACE CWCCI from 2022 to 2023 for the RRWMB's member watershed districts to construct WSPs/flood mitigation projects. The cost estimate for the WSPs was approximately \$49 million in 2022 and when applying the CWCCI, costs have risen significantly. For 2023, the bonding request is \$73 million for the RRWMB's membership.

Project	2022 RRWMB Cost Estimates	2021 CWCCI 8.20%	2022 CWCCI 15.40%	2023 RRWMB Bonding Request
Redpath Impoundment	\$ 15.4000	\$ 16.9400	\$ 19.3116	\$ 19.2289
City of Perley	\$ 0.6250	\$ 0.6875	\$ 0.7837	\$ 0.6250
Nelson Slough	\$ 4.1500	\$ 4.5650	\$ 5.2041	\$ 11.2580
Lilac Ridge	\$ 3.0000	\$ 3.3000	\$ 3.7620	\$ 8.2500
City of Newfolden	\$ 4.6680	\$ 5.1348	\$ 5.8536	\$ 6.5000
Roseau Lake Bottom	\$ 7.0000	\$ 7.7000	\$ 8.7780	\$ 8.7404
Whitney Lake	\$ 1.0000	\$ 1.1000	\$ 1.2540	\$ 1.2486
Klondike Clean Water Retention	\$ 13.5000	\$ 14.8500	\$ 16.9290	\$ 16.8565
TOTAL	\$ 49.3430	\$ 54.2773	\$ 61.8761	\$ 72.7074

Readiness: All these WSPs are ready to receive funding through the FHMP to get to the finish line. Construction will allow projects to come "on-line" to meet local, regional, and international goals for climate resiliency, water storage, and natural resources goals in the Red River Basin.

New Water Storage: Approximately 100,000 acre-feet of new water storage will be created when the projects below are constructed by RRWMB membership.

Flow Reduction Strategy: The Red River Basin has adopted a 20% flow reduction strategy to reduce flood flows in the Red River. The RRWMB has adopted this strategy.

Farmland Flood Damage Reduction Goal: The Red River Basin also has the goal of providing protection against 10-year summer storm events for intensively farmed agricultural land and 25-year events when feasible.

Current Financial Investments: The RRWMB calculates that \$50 million has been invested in these projects. More detailed information about the projects below can be provided upon request and cost information is in millions of dollars.

Contact: For more information, contact RRWMB Executive Director Robert L. Sip via email at rob.sip@rrwmb.us or via cell at 218-474-1084.

February 6, 2023

Office Location • 11 5th Avenue East, Suite B • Ada, MN 56510 • www.rrwmb.us • 218-784-9500 (Main Office)

Investing in and Managing the Watershed of the Red River Basin

MINNESOTA WATERSHEDS RESOLUTION 2023-04

Resolution Seeking Action for Streamlining the DNR Flood Hazard Mitigation Grant Program

WHEREAS, severe flooding is known to occur repeatedly within the State of Minnesota, costing both public and private entities millions of dollars for repair and replacement of infrastructure, damage to homes, erosion and sediment control, and damage to cropland; and

WHEREAS, flooding also has severe and repeated impacts to water quality from erosion, sedimentation, nutrient loading, raw sewage discharges, and chemical spillage; and

WHEREAS, the DNR's Flood Damage Reduction Grant program (FHMG) under Minnesota Statutes 103F has been a successful tool for local governments to utilize to design and build projects to reduce and prevent flooding, protect the environment, and prevent social and economic losses; and

WHEREAS, the DNR's FHMG has historically not been funded adequately by the Legislature, nor have projects been scored, ranked, and prioritized adequately by the DNR; and

WHEREAS, the cost of construction has increased by nearly 28% over the past for years, however in the same time period the legislature has only provided funding (totaling \$17.6 million) in one of those years; and

WHEREAS, proposed flood damage reduction projects that are endorsed by the Red River Flood Damage Reduction Work Group are multi-purpose projects that provide climate resiliency, protection and enhancement of natural resources, habitat for fish and macroinvertebrates, and address water quality impairments.

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds adopt a resolution seeking action requiring the DNR to establish transparent scoring, ranking, and funding criteria for the Flood Hazard Mitigation Program (M.S. Chapter 103F) and asking the Minnesota Legislature to fully fund the state's share of eligible projects that are on the DNR's list within each two-year bonding cycle. Information regarding scoring, ranking, and funding should be provided annually to project applicants.

Notes: Funding for flood damage reduction and flood hazard mitigation is important to our members. I believe this resolution will be supported by our members.

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS RESOLUTION 2023-05

Resolution Seeking Increased Flexibility in Open Meeting Law to Utilize Interactive Technology

Proposing District: Riley Purgatory Bluff Creek Watershed District
Contact Name: Terry Jeffery, Interim District Administrator
Phone Number: 952-807-6885
Email Address: tjeffery@rpbcwd.org

Background that led to the submission of this resolution:

Due to the impacts of the COVID-19 pandemic, the Open Meeting Law, Minnesota Statutes Chapter 13, was revised by the 2021 Minnesota Session Laws to provide increased flexibility for participation in public meetings by telephone and interactive technology. The revisions to Minnesota Statutes Sections 13D.02 and 13D.021 provide for this additional flexibility in the event that a health pandemic or emergency is declared under Chapter 12 of Minnesota Statutes. When the health pandemic or emergency is no longer declared, the standard, non-emergency meeting participation and notice requirements for remote participation by a member of a public body apply.

The standard, non-emergency language in the Open Meeting Law allows a member of a public body board to remotely attend and participate in a public meeting using interactive technology, provided that participation is from a public and publicly noticed location (13D.02 Subdivision 1 (5)); and 2). A member may participate remotely from a nonpublic location in a public meeting up to three times in a calendar year due to military deployment or medically documented personal health reasons.

Many public bodies, including watershed districts, successfully used interactive technology to conduct business, including public meetings, during the pandemic. Benefits to using these platforms that went beyond health and safety included reduced travel costs and time for the public and the organizations using the platform; increased opportunities for public engagement; lower barriers to public engagement; and increased equity and opportunity for potential leaders and participants.

This proposed resolution declares Minnesota Watersheds support for changes to the Open Meeting Law that would eliminate the requirement that public body board members participating in a meeting remotely by interactive technology be in a public and publicly noticed location, and the limitation on the number of times a member may participate remotely in a calendar year. It requires public bodies to provide members of the public access to public meetings using interactive technology at the regular meeting location, at which at least one representative of the public body must be present. It requires that the public be provided the opportunity to offer public comment during the meeting from remote locations or the regular meeting location. It further requires that a public body conducting public meetings under the revised Open Meeting Law must publish procedures for conducting meetings using interactive technology to put its members and the public on notice.

Ideas for how this issue could be solved:

Revise Minnesota Statutes Section 13D.02 to eliminate the limitation on a member of a public body's remote participation in public meetings by interactive technology, and eliminate the requirement that the location of the member be public and noticed as such; provide opportunity for public participation by interactive technology at the regular meeting location; and require a public body that conducts a public meeting using interactive technology to publish procedures for conducting meetings using interactive technology.

All other requirements of the Open Meeting Law would continue to apply to ensure public access and transparency, including, but not limited to: roll call voting; public comment; ability to be seen and heard; public notice; representation by a member or designated representative at the regular meeting location; and recording and posting of public meeting minutes.

Efforts to solve the problem:

The District has discussed trends in interactive technology use by watershed districts and other public bodies, as well as anticipated legislative action, with its attorneys. The District has no state agency, legislative, or county responses to report.

Anticipated support or opposition:

The District anticipates support from organizations that experienced benefits from use of interactive technology for their public meetings that would like to continue to use the flexibility of interactive technology. The District also anticipates public support for the continued use of interactive technology, which has expanded access to public meetings.

Opposition may come from advocates for the existing Open Meeting Law.

This issue (check all that apply):

Applies only to our district:	_____	Requires legislative action:	_____X_____
Applies only to 1 or 2 regions:	_____	Requires state agency advocacy:	_____maybe_____
Applies to the entire state:	_____X_____	Impacts MW bylaws or MOPP:	_____

RILEY PURGATORY BLUFF CREEK WATERSHED DISTRICT PROPOSAL TO AMEND Minnesota States Section 13D.02 as follows:

13D.02 OTHER ENTITY MEETINGS BY INTERACTIVE TECHNOLOGY.

Subdivision 1. **Conditions.**

(a) A meeting governed by Section 13D.01, subdivisions 1, 2, 4, and 5, and this section may be conducted by interactive technology so long as:

(1) all members of the body participating in the meeting, wherever their physical location, can hear and see one another and can hear and see all discussion and testimony presented at any location at which at least one member is present;

(2) members of the public present at the regular meeting location of the body can hear and see all discussion and testimony and all votes of members of the body;

(3) at least one member of the body, chief legal counsel, or chief administrative officer is physically present at the regular meeting location where participation by interactive technology is available to members of the body and public present, unless participation at the regular meeting location is not practical or prudent under Section 13D.021; and

(4) all votes are conducted by roll call so each member's vote on each issue can be identified and recorded; ~~and~~

~~(5) each location at which a member of the body is present is open and accessible to the public.~~

(b) A meeting satisfies the requirements of paragraph (a), although a member of the public body participates from a location that is not open or accessible to the public, ~~if the member has not participated more than three times in a calendar year from a location that is not open or accessible to the public, and:~~

~~(1) the member is serving in the military and is at a required drill, deployed, or on active duty; or~~

~~(2) the member has been advised by a health care professional against being in a public place for personal or family medical reasons. This clause only applies when a state of emergency has been declared under section 12.31, and expires 60 days after the removal of the state of emergency.~~

Subdivision 4. **Notice of regular and all member locations.**

If interactive technology is used to conduct a regular, special, or emergency meeting, the public body shall provide notice of the regular meeting location, ~~and notice of any location where a member of the public body will be participating in the meeting by interactive technology, except for the locations of members participating pursuant to subdivision 1, paragraph (b).~~ The timing and method of providing notice must be as described in section 13D.04.

Subdivision 6. **Record.**

The minutes for a meeting conducted under this section must reflect the names of any members appearing by interactive technology, ~~and state the reason or reasons for the appearance by interactive technology.~~

Subdivision 7. **Public comment period.**

If a public body's practice is to offer a public comment period at in-person meetings, members of the public shall be permitted to comment from a remote location during the public comment period of the meeting, to the extent practical.

Subdivision 8. **Rules and procedures.**

A public body that conducts a meeting under this section must publish procedures for conducting meetings using interactive technology no later than December 31, 2022.

MINNESOTA WATERSHEDS RESOLUTION 2023-05

Resolution Seeking Increased Flexibility in Open Meeting Law to Utilize Interactive Technology

WHEREAS, the Open Meeting Law (Minnesota Statutes Chapter 13D) provides that the governing bodies of watershed districts and other units of government may hold meetings and provide for participation by board members through use of interactive technology, so long as there is a declaration of pandemic or emergency;

WHEREAS, during the COVID-19 pandemic, many public bodies, including watershed districts, used interactive technology to conduct public meetings; there were many benefits to using interactive technology platforms, including reduced travel costs and time to the public and the organizations using the platform; increased opportunities for public engagement; decreased barriers to public engagement; and increased equity and opportunity for potential leaders and participants;

WHEREAS, the current statute allows for members to participate in meetings through interactive technology, but absent a declaration of pandemic or emergency, requires that a member participating through interactive technology must be in a location that is open and accessible to the public and noticed as such; an exception is allowed up to three times in a calendar year for military deployment or medically documented personal health reasons (13D.02, subdivision 1(A)(5), subdivision 1(b));

WHEREAS, even absent a declaration of pandemic or emergency, remote meeting participation through the use of interactive technology provides benefits to facilitating member participation while also assuring that decision making is transparent and meetings are accessible to the public;

NOW, THEREFORE, BE IT RESOLVED that the Minnesota Watersheds hereby supports changes to the Open Meeting Law to provide greater flexibility in the use of interactive technology by allowing members to participate remotely in a nonpublic location that is not noticed, without limit on the number of times such remote participation may occur; and allowing public participation from a remote location by interactive technology, or alternatively from the regular meeting location where interactive technology will be made available for each meeting, unless otherwise noticed under Minnesota Statutes Section 13D.021;

BE IT FURTHER RESOLVED that the Minnesota Watersheds supports changes to the Open Meeting Law requiring watershed districts to prepare and publish procedures for conducting public meetings using interactive technology.

Notes: The RPBCWD managers would like to have the membership reconsider the three times in a calendar year which is in the Minnesota Watersheds adopted resolution on this subject. They are uncertain as to why the three-day limit as that seems rather arbitrary. This language is exactly the same as was submitted in 2022. The resolution failed in 2022.

BACKGROUND INFORMATION ON MINNESOTA WATERSHEDS

RESOLUTION 2023-06

Resolution Seeking Minnesota Watersheds Education and Outreach to Encourage Formation of Watershed Districts in Unserved Areas

Proposing District: Comfort Lake-Forest Lake Watershed District
Contact Name: Dave Bakke, Manager; Jackie Anderson Manager
Phone Number: 612-308-7865 (Dave); 612-819-6906 (Jackie)
Email Address: dave.bakke@clflwd.org; jackie.anderson@clflwd.org

Background that led to the submission of this resolution:

Not all areas of Minnesota have a watershed district to support protection and improvement of lakes, rivers and wetlands and other water issues unique to those areas. "The watershed approach is now the national model and new hope for effective management of water resources" (Minnesota Watersheds website). Therefore, this resolution is to increase the number of local watershed districts to serve those areas of the state that lack support. In addition, with the increasing role being played by One Watershed-One Plan organizations throughout the State, it is important that each such entity include one or more watershed districts to advocate for and guide toward a watershed approach. The goal is to have all areas of Minnesota served by a local watershed district to advance responsible watershed-based management both locally and within One Watershed-One Plan organizations regionally.

Ideas for how this issue could be solved:

Minnesota Statutes 103D provides for the establishment of local watershed districts through petitioning by counties, municipalities, or citizens. Through various channels, (state government, counties, cities, lake associations, etc.) Minnesota Watersheds could provide outreach and education to promote and establish new watershed districts across Minnesota where they currently do not exist.

Efforts to solve the problem:

Members of our board of managers, past and present, have served as officers of lake associations and other local water management organizations. In that capacity, we have experienced the tremendous support of the Comfort Lake Forest Lake Watershed District in leading efforts to improve and protect our lakes, rivers and wetlands. Recently, one of our managers joined the Elbow Lake Association, near Lake Vermillion, and found that no watershed district exists to provide the same support needed to protect and improve lakes, rivers and wetlands in NE Minnesota. At a recent Elbow Lake Association meeting, the manager was charged with finding avenues of support for protecting and improving area water and reached out to the CLFLWD board to gather support for this effort to increase the number of watershed districts in Minnesota. This resolution is offered to broaden support for this effort.

Anticipated support or opposition:

The legislature has endorsed watershed-based water resource management as state policy (103A.212). Minnesota Watersheds should expect support from the Minnesota Board of Water and Soil Resources and other state agencies concerned with sound water resource management. It would be hoped that counties and conservation districts would welcome One Watershed One Plan organization members that would bring a specific watershed focus to bear. Some counties or others may not favor the formation of additional watershed districts on the grounds that they would dilute county authority within One Watershed One Plan organizations, or on grounds of general opposition to the creation of additional taxing authorities.

This issue (check all that apply):

Applies only to our district:	_____	Requires legislative action:	_____X_____
Applies only to 1 or 2 regions:	_____	Requires state agency advocacy:	_____X_____
Applies to the entire state:	_____X_____	Impacts MAWD bylaws or MOPP:	_____

MINNESOTA WATERSHEDS RESOLUTION 2023-06

Resolution Seeking Minnesota Watersheds Education and Outreach to Encourage Formation of Watershed Districts in Unserved Areas

WHEREAS, as set forth at Minnesota Statutes §103A.212, the Minnesota legislature has enunciated watershed-based water resource management to be state policy;

WHEREAS, many areas of the State of Minnesota do not lie within the boundaries of a watershed district or other watershed-based water management agency;

WHEREAS, Minnesota Statutes §103D.205 provides for watershed districts to be established by petition of counties, municipalities or residents;

WHEREAS, watershed districts operate on sound watershed-based science to set goals, priorities and implementation plans, and have proven to be responsive to local water resource priorities and needs; and

WHEREAS, as One Watershed – One Plan organizations proliferate at a larger watershed scale, it is essential for such organizations to have as members watershed districts that can advocate for and guide toward a watershed approach;

NOW, THEREFORE, BE IT RESOLVED that Minnesota Watersheds, in consultation with its membership, develop a framework for education and outreach intended to encourage petition and advocacy for the formation of watershed districts in areas of the state not presently served by watershed-based public agencies.

Notes: We have difficulty getting established WDs and WMOs as members. It would be interesting to know what type of education and outreach this WD recommends, as well as what entities.



Memorandum

DATE: October 27, 2023
TO: Minnesota Watersheds Members
FROM: Linda Vavra, Minnesota Watersheds President
RE: **Proposed Legislative Platform**

In accordance with our Strategic Plan, the Minnesota Association of Watershed Administrators (MAWA) Legislative Platform Committee developed a draft Legislative Platform. The Strategic Plan also states that this work should be done in conjunction with the Resolutions Committee. The purpose of the Legislative Platform is to provide a document that clearly articulates legislative policies so our members and our representatives on the Board of Water and Soil Resources board, Clean Water Council, and the Local Government Water Roundtable can accurately state our positions.

The draft document was presented to the Resolutions Committee on October 10 and the Minnesota Watersheds Board of Directors (Board) on October 23. The committee and the Board recommend adoption of the Legislative Platform with the understanding that this is a living document. Each year, the sunseting resolutions will be removed and newly adopted resolutions will be added. The document will be reviewed annually by the MAWA Legislative Platform Committee and the Resolutions Committee. Any recommended additions or corrections will be brought to the membership for consideration. The Legislative Platform will be updated and voted on by the membership each year at the annual business meeting.

Questions regarding these proposed changes should be directed to Linda Vavra at 320-760-1774 or lvavra@fedtel.net or Jan Voit jvoit@mnwatersheds.com or 507-822-0921.

PRESIDENT
Linda Vavra (Region 1)
Bois de Sioux WD
lvavra@fedtel.net
320-760-1774 | Term 2023

VICE PRESIDENT
Peter Fjestad (Region 1)
Buffalo Red River WD
pfjestad@prtel.com
218-731-4630 | Term 2025

SECRETARY
Wanda Holker (Region 2)
Upper Minnesota WD
ewholker@fedtel.net
320-760-6093 | Term 2024

TREASURER
David Ziegler (Region 3)
Riley-Purgatory-Bluff Creek WD
david_ziegler@outlook.com
952-905-1889 | Term 2025

DIRECTORS
Gene Tiedemann (Region 1)
Red Lake WD
gtiedemann@rrv.net
218-289-3511 | Term 2024

Jeff Gertgen (Region 2)
Middle Fork Crow River WD
jlalaison@gmail.com
608-370-3934 | Term 2023

Brad Kramer (Region 2)
Shell Rock River WD
brad@provenioconsulting.com
507-369-6050 | Term 2025

Mary Texer (Region 3)
Capitol Region WD
metexer@gmail.com
651-224-2919 | Term 2023

Don Pereira (Region 3)
Valley Branch WD
dpereira@vbwd.org
651-968-9788 | Term 2023

Jan Voit
Executive Director
jvoit@mnwatersheds.com
507-822-0921





**MINNESOTA
WATERSHEDS**
Connecting People. Protecting Water.

DRAFT LEGISLATIVE PLATFORM

Abstract

This document articulates clearly defined legislative policies so members and Minnesota Watersheds representatives on the Board of Water and Soil Resources Board, Clean Water Council, and Local Government Water Roundtable can accurately state our positions.

Contents

Purpose	2
Finance	2
1. Capacity	2
2. Grant Funding	2
Urban Stormwater	2
1. Stormwater Quality Treatment	2
2. Water Reuse	3
Water Quantity	3
1. Drainage	3
2. Funding	3
3. Flood Control	4
4. Regulation	4
5. Policy	4
Water Quality	4
1. Lakes	4
2. Wetlands	4
3. Rivers and Streams	4
4. Policy	5
Watershed Management and Operations	5
1. Watershed Powers	5
2. Watershed Duties	5
3. Watershed Planning	5
Agency Relations	5
1. Advocacy	6
2. Representation	6
3. Regulation	6
Regulations	6
Natural Resources	6
1. Planning	6
2. Policy	7
3. Habitat	7

Purpose

Minnesota Watersheds represents both watershed districts and watershed management organizations (collectively referred to as Watersheds). That representation underscores the necessity of protecting Watershed powers, duties, and planning responsibilities on a watershed basis.

This legislative platform outlines Minnesota Watersheds positions on legislative matters and serves as the foundation for our organization to support or oppose various local, state, and federal legislation. It also articulates clearly defined legislative policies so members and Minnesota Watersheds representatives on the Board of Water and Soil Resources Board, Clean Water Council, and Local Government Water Roundtable can accurately state our positions.

Finance

Watershed organizations are tasked with many responsibilities by Minnesota statute and the local priorities set by their boards. To effectively perform those duties, adequate funding is necessary. Although some Watersheds have levy authority, there are many other avenues of funding that are important for achieving local water management, as well as water quality and quantity goals.

1. Capacity

- a. Support Clean Water Funds for implementation, not capacity (Resolution 2021-01B)
- b. Support capacity funding for watershed districts (Resolution 2021-02)
- c. Support General Fund repayment of Soil and Water Conservation District capacity funds to the Clean Water Fund (Legislative Platform Committee recommendation)

2. Grant Funding

- a. Support metro watershed-based implementation funding for approved 103B plans only (Resolution 2021-07)
- b. Support a more equitable formula for watershed-based implementation funding in the metro (Legislative Platform Committee recommendation)
- c. Lobby for watershed-specific grant funding (Legislative Platform Committee recommendation)

Urban Stormwater

Watersheds and land use management partners work to reduce polluted stormwater runoff and/or increase infiltration from urbanization and hard surfaces. Many Watersheds in the state have adopted regulatory standards and/or official controls to successfully manage urban stormwater when land alterations occur. Watersheds also implement a variety of urban stormwater management practices to treat runoff before it enters our lakes, streams, and wetlands.

1. Stormwater Quality Treatment

- a. Support limited liability for certified commercial salt applicators (Resolution 2022-02)
- b. Support, partner/collaborate with MS4s (if/where appropriate) in permit compliance activities (Legislative Platform Committee recommendation)
- c. Support the use of green infrastructure and minimizing impervious surfaces, where practical, in urban development and planning (Legislative Platform Committee recommendation)

- d. Where it may exist, support removing duplication of urban stormwater regulatory standards and controls (Legislative Platform Committee recommendation)
- e. Support the rescission of the Department of Labor and Industry/Plumbing Board Final Interpretation of Inquiry PB0159, storm drainage surcharge to return to common engineering practice for stormwater pond design (Legislative Platform Committee recommendation)

2. Water Reuse

- a. Support creation of a Stormwater Reuse Task Force and for the Minnesota Department of Health to complete a review process (Resolution 2022-01)
- b. Support efforts to clarify and simplify State Plumbing Board rulings and requirements to facilitate more reuse of rainwater/stormwater (Legislative Platform Committee recommendation)

Water Quantity

Watersheds are directed by statute to conserve the natural resources of the state by land use planning, flood control, and other conservation projects. Specific purposes refer to flood damage reduction, stream flows, water supply, drainage ditches, to identify and plan for effective protection and improvement of surface water and groundwater, and to protect and enhance fish and wildlife habitat and water recreational facilities. Numerous past, present, and future legislative initiatives have affected how water quantity issues are managed at the local level. This very broad-based topic includes management of the volume of water (drought, flooding, water supply), the flow of water (drainage, channel restoration, habitat), and recreation (lakes, rivers, wetlands) activities like fishing, boating, and hunting.

1. Drainage

- a. Support the current statutory requirements for notification and coordination in the development of petitioned repairs, drainage improvement projects, and new drainage systems (Legislative Platform Committee recommendation)
- b. Support the addition of a classification for public drainage systems that are artificial watercourses (Resolution 2019-02)
- c. Reinforce existing rights to maintain/repair 103E drainage systems (Resolution 2018-08)
- d. Seek increased support for and participation in the Drainage Work Group (Resolution 2022-03)
- e. Oppose the drainage registry information portal (Legislation to defeat)
- f. Oppose incorporating increased environmental, land use, and multipurpose water management criteria (M.S. 103E.015 requirements (Legislation to defeat)
- g. Comply with the legislative mandate to review outlet adequacy and notification requirements in the Drainage Work Group

2. Funding

- a. Obtain stable funding for flood damage reduction and natural resources enhancement projects (Resolution 2022-05)
- b. Clarify county financing obligations and/or authorize watershed district general obligation bonding for public drainage projects (Resolution 2019-04)

3. Flood Control

- a. Support crop insurance to include crop losses within impoundment areas (Resolution 2021-05)

4. Regulation

- a. Support temporary water storage on Department of Natural Resources wetlands during major flood events (Resolution 2020-04)
- b. Support managing water flows in Minnesota River Basin (statewide) through increased water storage and other strategies and practices (Resolution 2019-03)
- c. Work with Minnesota Department of Transportation to support flood control and how to handle increased water volume issues along state and federal highway systems (example from Bemidji district of MnDOT) (Legislative Platform Committee recommendation)

5. Policy

- a. Support funding for watershed-based climate resiliency projects and studies (Legislative Platform Committee recommendation)
- b. Support funding for best management practices that protect and enhance groundwater supply (Legislative Platform Committee recommendation)

Water Quality

Protecting and improving the quality of surface and ground water in our Watersheds is an essential component of managing water resources on a watershed basis

1. Lakes

- a. Support limiting wake boat activities (Resolution 2022-06)
- b. Support designation change and research needs for the Chinese Mystery Snail (Resolution 2019-07)
- c. Support temporary lake quarantine authorization to control the spread of aquatic invasive species (Resolution 2017-02)
- d. Support streamlining permit applications for rough fish management (Legislative Platform Committee recommendation)
- e. Support dredging as a best management practice to manage internal phosphorus loads in lakes (Legislative Platform Committee recommendation)

2. Wetlands

- a. Support a statutory requirement for water level control structures in wetland restorations and wetland banks (Legislative Platform Committee recommendation)
- b. Support federal, state, and local funding for wetland restoration and protection activities (Legislative Platform Committee recommendation)

3. Rivers and Streams

- a. Support a statutory deadline for Department of Natural Resources Public Waters Work Permit (45-60 days) (Legislative Platform Committee recommendation)
- b. Support automatic transfer of public waters work permits to Watersheds (M.S. Chapter 103G.245 Subd.5 (Legislative Platform Committee recommendation)

4. Policy

- a. Support funding for watershed-based climate resiliency projects and studies (Legislative Platform Committee recommendation)
- b. Support funding for best management practices that protect groundwater quality (Legislative Platform Committee recommendation)

Watershed Management and Operations

Protecting, enhancing, defending, and supporting existing Watershed statutory powers, duties, and planning responsibilities is necessary for effective and efficient watershed management and operations. Specific Watershed powers, duties, and planning responsibilities are contained in Minnesota Statutes [Chapter 103B](#) and [Chapter 103D](#).

1. Watershed Powers

- a. Support and defend eminent domain powers for watershed districts (Legislation to defeat)
- b. Support Watershed powers to levy property taxes and collect special assessments (Legislative Platform Committee recommendation)
- c. Support a watershed district's power to accept the transfer of drainage systems in the watershed; to repair improve, and maintain the transferred drainage systems; and to construct all new drainage systems and improvements of existing drainage systems in the watershed (Legislative Platform Committee recommendation)
- d. Support a Watershed's power to regulate the use and development of land within its boundaries (Legislative Platform Committee recommendation)

2. Watershed Duties

- a. Support a Watershed's duty to initiate projects (Legislative Platform Committee recommendation)
- b. Support a Watershed's duty to maintain and operate existing projects (Legislative Platform Committee recommendation)
- c. Support increased flexibility in the open meeting law (Resolution 2021-03)

3. Watershed Planning

- a. Support a Watershed's ability to jointly or cooperatively manage and/or plan for the management of surface and ground water (Legislative Platform Committee recommendation)
- b. Support watershed autonomy during and following a One Watershed, One Plan development process (Legislative Platform Committee recommendation)
- c. Support the connection between watershed-based implementation and funding (Legislative Platform Committee recommendation)
- d. Support development of a soil health goal for metropolitan watershed management plans (Resolution 2020-03)

Agency Relations

Watershed organizations work with many federal and state agencies to accomplish their mission. While relationships vary from administrative to funding and regulatory, agency policies and procedures can have a major impact on Watershed operations and projects. Maintaining strong, positive relations and

ensuring Watersheds have a role in policy making is key to successful watershed management and operations.

1. Advocacy

- a. Require a 60-day review periods when state agencies adopt new policies related to water and watershed management (Resolution 2021-06)
- b. Increase collaborative efforts between Minnesota Watersheds and all state agencies involved in water management (Legislative Platform Committee recommendation)

2. Representation

- a. Support timely appointments of qualified individuals to represent Watersheds on the Board of Water and Soil Resources Board (Resolution 2018-03)
- b. Support representatives of Watersheds on the Clean Water Council being an administrator, manager, or commissioner of an active Minnesota Watersheds member (Resolution 2018-09)
- c. Support watershed district managers being appointed, not allowing county commissioners to serve as managers (Legislative Platform Committee recommendation)

3. Regulation

- a. Streamline the Department of Natural Resources permitting process (Resolution 2019-01)
- b. Require watershed district permits for the Department of Natural Resources (Resolution 2018-04)

Regulations

Watershed representation on state and local panels and committees and the ability for Watersheds to regulate development and use of land within the organization's boundaries without prohibitive regulatory restrictions is necessary.

- a. Oppose legislation that forces spending on political boundaries (Legislation to defeat)
- b. Support the ability to appeal public water designations (Resolution 2020-01)
- c. Seek Watershed membership on Wetland Technical Evaluation Panels (Resolution 2019-05)

Natural Resources

Minnesota Statutes direct Watersheds to conserve the natural resources of the state. Some of the purposes listed in statute are to conserve water in streams and water supply, alleviate soil erosion and siltation of water courses or water basins, regulate improvements by riparian property owners of the beds, banks, and shores of lakes, streams, and wetlands for preservation and beneficial public use; protect or enhance the water quality in water courses or water basins; and protect and preserve groundwater resources.

1. Planning

- a. Ensure timely updates to Wildlife Management Area plans (Resolution 2018-06)
- b. Support Watershed inclusion in development of state plans (i.e., Prairie Plan, State Water Plan, etc.) related to water and watershed management (Legislative Platform Committee recommendation)

2. Policy

- a. Support funding for climate resiliency (Legislative Platform Committee recommendation)

3. Habitat

- a. Clarify buffer rule issues (Legislative Platform Committee recommendation)
- b. Support funding to reduce erosion and sedimentation (Legislative Platform Committee recommendation)
- c. Support funding for the enhancement, establishment, and protection of stream corridors and riparian areas (Legislative Platform Committee recommendation)
- d. Support funding for the enhancement and protection of habitats (Legislative Platform Committee recommendation)

Region III Caucus

Thursday, November 30, 2023 @ 7:00 a.m.

Caucus location: Ballroom (main floor)

AGENDA

- 7:00 a.m. Welcome and Call to Order (Convener David Ziegler)
- 7:03 a.m. Appointment of a Secretary (Ziegler)
- 7:05 a.m. Election of Caucus Chairperson (Ziegler)
- 7:10 a.m. Nominations of a Region Director to Minnesota Watersheds Board (Caucus Chair)
Current Region 3 Minnesota Watersheds Board Members:
- Mary Texer – term expires December 2023
 - Don Pereira – appointed to fill a vacancy for a term expires December 2024
 - David Ziegler – term expires December 2025
- Vote for one open position, currently held by Don Pereira who was appointed to fill the position until the end of 2023. The term expires in 2024.***
- Vote for one open position, currently held by Mary Texer for a term to expire in 2026.***
- 7:15 a.m. Candidate Remarks - 5 minutes each (Caucus Chair)
- 7:30 a.m. Voting (Caucus Chair)
Election results should be reported to the Minnesota Watersheds President and Executive Director so they can be presented to the members at the annual business meeting.
- 7:45 a.m. Call for Committee Members (Caucus Chair)
One manager or commissioner is needed for each committee, who is committed to attending meetings and fulfilling responsibilities, no alternates, please. In the past, not all regions have been able to fill the committee positions, let alone designate an alternate. Having alternates also makes representation lopsided, with more representation from one region over another. It is more efficient to designate one individual who is willing to commit to attending meetings. If the person is unable to attend a scheduled meeting, it is his/her responsibility to contact the committee co-chair(s). (See table on page 2.)
- 8:15 a.m. Open Forum (Caucus Chair)
Discussion of proposed resolutions, regional hot topics, etc.
- 9:00 a.m. Adjournment (Caucus Chair)

Region III		
Bassett Creek WMC	Brown's Creek	Capitol Region
Carnelian Marine St. Croix	Comfort Lake-Forest Lake	Coon Creek
Minnehaha Creek	Mississippi WMO	Nine Mile Creek
Ramsey-Washington Metro	Rice Creek	Riley-Purgatory-Bluff Creek
South Washington	Vadnais Lake Area WMO	Valley Branch

Minnesota Watersheds Committees – Region II Representatives

December 2023

Committee*	Region	2023 Members	2024	Responsibilities
Legislative	III	Shawn Mazanec, Capitol Region		To provide focus and direction to the lobbyist(s) and Executive Director on annual priority legislative efforts and to keep members informed of the Association's efforts and progress.
Co-Chairs: Vacant, Michelle Overholser				
Governance				
Bylaws & MOPP	III	Mike Bradley, Rice Creek		The By-Laws/MOPP committee is responsible for the annual review of these documents to ensure that they meet the needs and operating procedures of the organization.
Co-Chairs: David Ziegler, Jamie Beyer				
Strategic Plan	III	Mike Welch, Bassett Creek WMC		This Strategic Plan Committee is responsible for the review and annual prioritization of the organization's strategic plan.
Co-Chairs: David Ziegler, Andy Henschel				
Resolutions	III	Joe Collins, Capitol Region		The Resolutions/Policy committee is responsible for the annual solicitation and review of resolutions and policy changes to be acted upon at the Annual Meeting and any petitioned special meetings.
Co-Chairs: Linda Vavra, Jamie Beyer				
Finance	III	David Ziegler, RPBCWD		The purpose of the Finance Committee is to make financial recommendations to the Board on items such as the annual budget and dues.
Co-Chairs: David Ziegler, Matt Moore				
Events/Education	III	Rick Sanders, Capitol Region		The purpose of the Events/Education Committee is to ensure Minnesota Watersheds events provide high quality educational and networking opportunities for members and non-members.
Co-Chairs: Gene Tiedemann, Tina Carstens				
Awards	I	Marcie Weinandt, Rice Creek		The purpose of the Awards Committee is to promote, manage and present the annual Minnesota Watersheds Project and Program of the Year Awards.
Co-Chairs: Dennis Kral, Karen Kill				
				*The Minnesota Watersheds President is a member of all committees.

How Minnesota Watersheds Committees Work

Information about upcoming committee meetings is developed by the Minnesota Watersheds Executive Director and committee co-chairs. The information is distributed to committee members and is available to members upon request. Meeting summaries are created and shared with members through the monthly newsletter, as well as the pertinent committee page on the Minnesota Watersheds website.

In the past, not all regions have been able to fill the committee positions, let alone designate an alternate. Having alternates also makes representation lopsided, with more representation from one region over another. It is more efficient to designate one individual who is willing to commit to attending meetings. If the person is unable to attend a scheduled meeting, it is his/her responsibility to contact the committee co-chair(s).

Executive Governance

The Executive Governance Committee works together to ensure daily operations align with the Bylaws, Manual of Policy and Procedures (MOPP), and Strategic Plan. The committee meets as needed.

By-Laws-MOPP

The purpose of the Bylaws-MOPP Committee is to ensure the Bylaws and MOPP are kept up to date and adequately guide the organization. The committee meets annually or as needed.

Strategic Plan Committee

The purpose of the Strategic Plan Committee is to ensure the Strategic Plan adequately guides the organization. The committee meets annually to prioritize the work plan for the Executive Director and to review the Strategic and Communication Plans.

Executive Finance and Finance Committee

The Executive Finance Committee will handle the day-to-day financial decisions. The Finance Committee will deal with the larger picture issues, such as preparing an annual budget and making recommendations on the annual dues structure.

Events-Education Committee

The purpose of the Events-Education Committee is to ensure Minnesota Watersheds events provide high quality educational and networking opportunities for members and non-members. The committee annually reviews the education work plan, provides input before and after events, and sets the convention presentation schedule, including recommendations for the staff development workshop. This committee is supported by the Executive Director and the Program Manager. The committee meets in January, February, April, June, July, September, and December.

Resolutions Committee

The purpose of the Resolutions Committee is to oversee the resolutions process. The committee meets in October to review and recommend resolutions.

Legislative Committee

The purpose of the Legislative Committee is to provide focus and direction to the Minnesota Watersheds lobbyist and Executive Director. They annually review the legislative program work and make recommendations to the Board of Directors on a legislative platform. The committee meets in June and December.

Awards Committee

The purpose of the Awards Committee is to promote, manage, and present the annual Minnesota Watersheds Project and Program of the Year Awards. The committee conducts its business almost exclusively by email.

NOVEMBER
28-^{DEC}1

ARROWWOOD
CONFERENCE
CENTER
Alexandria, MN

Tentative **CONFERENCE SCHEDULE**

TUESDAY, NOV 28

10 A-3 P	Minnesota Association of Watersheds Administrators (MAWA) Meeting
12-1 P	Lunch for MAWA
3-4 P	Partner Updates
4-6 P	Minnesota Watersheds Board of Directors Meeting

WEDNESDAY, NOV 29

8 A-4 P	Choose Your Workshop — See Page 4-6
12-1 P	Lunch
4-9 P	Trade Show – Opening Night
5-8 P	Night at the Movies

THURSDAY, NOV 30

7-9 A	Regional Caucuses
8 A-4 P	Choose your Concurrent Sessions — See Page 7-15
12-1:30 P	Lunch, Awards and Mark Seeley Keynote <i>*Break from 12-3 for lunch and Trade Show networking*</i>
8 A-3 P	Trade Show
5-7 P	Happy Hour, Banquet + Awards

FRIDAY, DEC 1

7-9 A	Breakfast
9 A-Noon	Business Meeting (resolutions)
Noon-1 P	Minnesota Watersheds Board of Directors Meeting

* * * * *

Project and Program Status Reports

* * * * *

Memorandum

To: Board of Managers and Staff
From: Tina Carstens, Brad Lindaman, and Erin Anderson Wenz
Subject: Project and Program Status Report – October 2023
Date: October 25, 2023

Note: *The location, brief description, and current status of each project described below can be found on the [2023 RWMWD engineering services story map](#).*

Project feasibility studies

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

The purpose of this project is to provide information and guidance to cities throughout the district on how to protect low-lying habitable structures from flooding during the 100-year storm event. These emergency-response plans address areas where 1) a feasible project to protect structures has not been identified or 2) a project cannot be implemented soon due to logistical and/or budgeting concerns. This effort is an outcome of the Beltline resiliency study and will extend through 2023.

Barr created plan sheets for emergency flood-risk-mitigation measures and site-specific modifications. We split figures by municipality and prepared a memorandum summarizing the information presented in the figures. This month, the memorandum was sent to municipalities with a request to meet later this fall to discuss flood-prone areas within each community. We plan to hold these meetings in November and December.

B. Kohlman Creek flood risk reduction feasibility study (Barr project manager: Tyler Olsen; RWMWD project manager: Tina Carstens)

The purpose of this study is to complete a feasibility evaluation of modifications to reduce flood risk along Kohlman Creek and remove structures from the 100-year floodplain. Work includes coordinating with the cities of Maplewood and North Saint Paul, evaluating alternatives to reduce flood risk, preparing cost estimates for each alternative, and identifying permitting requirements. This project focused primarily on areas surrounding the Postal Credit Union (PCU) Pond and the wetland complex west of White Bear Avenue. This is a follow-up feasibility study of flood-prone areas identified in the Beltline resiliency study.

This month, Barr continued to finalize the flood-risk-reduction concepts in the XPSWMM hydrologic model. Additionally, Barr is finalizing conceptual plan view layouts and conceptual cost estimates for these alternatives. Over the next two periods, Barr will develop the final project report.

C. Phalen Village area flood-risk-reduction (Barr project manager, Brandon Barnes; RWMWD project manager, Paige Ahlborg)

The purpose of this study is to complete an evaluation of modifications to reduce flood risk near Phalen Village north of Lake Phalen to remove structures from the 100-year floodplain. The feasibility study was completed in 2022. In 2023, RWMWD is working with the City of Maplewood to incorporate modifications to the storm sewer system into the City's 2024 street improvement project.

This month, Barr and RWMWD staff met with City of Maplewood staff to review proposed storm sewer modifications and discuss how to incorporate those modifications into the City's 2024 street improvement project. The City has an RFP for final design services, and we discussed reconnecting after the City selects a consultant next month to coordinate the sharing of information and incorporate storm sewer improvements into the City's final design of street improvements.

D. Ames Lake area flood risk reduction planning study (Barr project manager, Matt Metzger; RWMWD project manager, Tina Carstens)

The purpose of this study is to complete a planning-level evaluation of modifications to reduce flood risk near Ames Lake, supported by the City of Saint Paul. Work includes coordinating discussions with the city; reviewing potential pipe alignments, land-acquisition costs, utility conflicts, and permitting issues; and completing the related design. If the planning study identifies projects that impact regional drainage, a feasibility study will be completed in 2023. This follow-up planning study was identified in the Beltline resiliency study.

This month, Barr surveyed key storm sewer inverts, roadway overflow locations, and pond outlet structures near Ames Lake. Barr updated the stormwater model for system improvements and adjusted the conceptual designs after incorporating survey information to remove habitable structures from the floodplain near Ames Lake in Saint Paul. Next, staff will schedule a November meeting with the Saint Paul Housing and Redevelopment Authority (HRA) and the City of Saint Paul to request feedback on the alternatives identified. Concepts include wet ponds with live storage, dry storage basins, park spaces, and native plantings. The alternatives involve mass excavation and grading on the site to create extreme precipitation flood storage volume. This entails tree removal, reconfiguring the parcel(s) as public park space, and establishing new flow connections to existing drainage networks. Barr is reviewing the cost-effectiveness of grading and possibly retaining walls to maximize the desired storage volume. Following the meeting with the City and HRA, a feasibility report will be prepared, documenting concepts considered, stakeholder feedback, cost estimates, permitting requirements, and recommendations for future system modifications. The draft report is anticipated to be available later this year. Once

designed, the district will likely seek grant funding for this project, resulting in a construction timeframe of at least 2025 or later.

E. Resiliency study for non-Beltline tributary areas (pre-planning study and evaluation of existing data) (Barr project managers: Jay Hawley, Lulu Fang; RWMWD project manager: Tina Carstens)

The purpose of this project is to evaluate system-scale modifications to reduce flood risk within the portion of the RWMWD that was not evaluated as part of the Beltline resiliency study. This portion of the watershed includes the Tanners Lake, Battle Creek Lake, Battle Creek, Carver Lake, Fish Creek, and Snake Creek subwatersheds. The evaluation will identify modifications to the drainage system to reduce flood risk to habitable structures within the 100-year floodplain of district-managed water bodies—including actively managing outlet control structures on Tanners Lake, Battle Creek Lake, and Carver Lake. This evaluation will allow RWMWD to identify potential flood-risk-mitigation strategies that address the portion of the district not tributary to the Beltline.

This month, Barr staff continued to review and update the existing conditions XPSWMM hydrologic models for the Tanners Lake, Battle Creek Lake, and Battle Creek subwatersheds based on LiDAR, aerial imagery, and recent development plans. Staff continued incorporating storm sewer information provided by the cities to more accurately account for storage and flow routing in areas near potentially flood-prone structures. Model updates and inundation remapping in the Tanners Lake, Battle Creek Lake, and Battle Creek model are anticipated soon. Existing conditions updates are complete in the Carver Lake, Fish Creek, and Snake Creek models, and staff are currently remapping inundated areas and evaluating impacted structures. The team is also beginning to evaluate system modifications needed to remove habitable structures from the floodplain in the Carver Lake, Fish Creek, and Snake Creek watersheds. The study is expected to continue through 2023.

F. Owasso Basin area/North Star Estates improvements (Barr project manager, Brandon Barnes; RWMWD project manager, Tina Carstens)

The purpose of this study is to evaluate the benefit-cost of flood-risk-reduction strategies in the Owasso Basin/North Star Estates area by removing habitable structures from the floodplain. Stakeholder outreach with the City of Little Canada is important to this effort. This study is a continuation of the Owasso Basin bypass study, which laid out several phases of implementation and areas of further study.

In September, Barr and RWMWD staff continued conversations with representatives from Saint Paul Regional Water and North Star Estates regarding the proposed modifications. Saint Paul Regional Water provided feedback that improvements within their drainage easement would not be feasible. North Star Estates provided feedback that improvements within the manufactured housing development would be acceptable. Based on feedback provided, Barr staff are reviewing proposed system modifications, updating the design to remove modifications within the Saint Paul Regional Water easement, and making corresponding adjustments to other system modifications to remove habitable structures from

the floodplain. The delay in receiving feedback from Saint Paul Regional Water and North Star Estates has delayed the project's progress.

While waiting, Barr staff planned geotechnical investigations to support the final design. Barr has a subcontract with a soil boring contractor, and geotechnical investigations are scheduled for November. We expect design activity to increase through the fall as we prepare for the first construction phase in 2024.

Currently, there is no Emergency Response Plan for North Star Estates. However, Barr and RWMWD staff have informed City staff and North Star Estates property management of the area's flood risk and specific flood-prone structures. City staff provided feedback on proposed modifications in and around North Star Estates to make structures accessible by emergency vehicles. In the meantime, we understood that the City would help install temporary access if necessary.

G. Retrofit inventory (Barr project manager, Marcy Bean; RWMWD project manager, Paige Ahlborg)

The purpose of this study is to review 2014 property data and selection criteria that determined which sites were considered for retrofit projects. This information will be compared to updated property data. The study will also consider equity metrics and use GIS mapping to overlay implemented projects and potential retrofit sites with other district initiatives.

A comprehensive database of projects has been built, and GIS maps have been created. The database includes permitted projects since 2007 and retrofit sites inventoried and evaluated since 2014. The map layers provide an at-a-glance overview of key project data and the project distribution across the watershed. RWMWD staff and Barr presented an overview of the project at the Water Resources Conference in October, highlighting the goals and successes of the program over the 10 years since its inception. We also highlighted the improved data available through GIS that will allow for a more refined view across the District for potential retrofit projects moving forward. Also, during this period, we met with district staff to discuss the best way to share and update IS data between the two organizations for retrofit project tracking.

H. WMP gaps analysis (Barr project manager, Greg Williams; RWMWD project manager, Tina Carstens)

The purpose of this effort is to review the RWMWD 2017 Watershed Management Plan (WMP) to identify topics that may not be adequately addressed in the existing WMP and should be carefully considered by managers and staff during the development of the 2027 WMP.

Barr staff have completed a review of the 2017 WMP and summarized the results in a gaps analysis memo and accompanying table.

I. New technology mini case studies (Barr project manager, Marcy Bean; RWMWD project manager, Tina Carstens)

The purpose of this project is to educate the board and RWMWD staff on new and interesting technologies and design strategies related to water quality improvements and other issues of concern within the district. The information provided for these new technologies is often based on the manufacturer's claims. They have not been modeled or tested by district staff or Barr unless explicitly stated as such.

Barr staff is preparing for the December meeting to share an overview of all of the new technology studies provided to date. We will be using this overview for discussions about future technology studies and potential implementation, as well as to inventory those that have already been implemented elsewhere in the Twin Cities.

Research projects

J. Kohlman Lake aquatic plant management effects study (Barr project manager, Keith Pilgrim; RWMWD project manager, Paul Erdmann)

The objective of this investigation is to determine the effect of intensive aquatic plant management on Kohlman Lake water quality. The goal is to help the district identify a science-based aquatic plant management policy.

During this period, a drone flyover and post-processing of data were conducted to evaluate the surface coverage of aquatic plants in Kohlman Lake (test lake) and Beaver Lake (control). Lake-level data were collected and processed. Fieldwork is now complete. Field monitoring data collected by Ramsey County were received and processed. Unfortunately, a critical error was identified in the Ramsey County dataset. They did not collect aquatic plant biomass data, which was needed to model and evaluate the effect of aquatic plant populations on Kohlman Lake water quality. The outcome is that water quality modeling cannot be conducted as originally intended. However, valuable data were collected and include:

1. High-frequency water quality data (water quality data in Kohlman Lake collected by RWMWD and Ramsey County) can be used to understand internal loading in Kohlman Lake.
2. Sediment chemistry data for Kohlman and Beaver Lake—the sediment data collected for Kohlman Lake can be used to design another alum treatment.
3. Drone flyovers: We have not analyzed these data yet, but they may be used to visually and quantitatively assess how herbicide treatment impacted plant populations across the lake.
4. Continuous dissolved oxygen data for Kohlman and Beaver Lake.

A qualitative analysis of the data (including the drone flyover data) could be conducted to evaluate the effect of plant management activities in Kohlman Lake on plant populations and water quality.

K. Shallow lake aeration study (Barr project manager: Keith Pilgrim; RWMWD project manager: Paul Erdmann)

The purpose of this project is to determine the potential for aeration to reduce internal phosphorus loading from bottom sediments in shallow lakes and ponds.

Aerators have been placed in Bennett Lake (mid-2022), Markham Pond, and Gervais Mill Pond (end of 2022). Monitoring began in 2022, and the initial results demonstrated that aeration could reduce internal loading. Monitoring by Barr and RWMWD staff is being conducted again in 2023 to get a full-year evaluation of the benefits for Bennett Lake and Gervais Mill Pond. A final report with a comprehensive analysis and recommendation regarding the potential for shallow lake aeration to control internal loading and improve shallow lake water quality will be provided at the end of 2023.

Work during this period included porewater sampling and analysis, evaluation of the data, and initial steps in report writing.

Project operations

L. Lake-level station maintenance and rain gage installation (Barr project manager, Chris Bonick; RWMWD project manager, Dave Vlasin)

The purpose of this project is to continuously measure and record lake levels and display real-time and historical data in graphs on the RWMWD website for the following lakes: Phalen, Snail, Owasso, Wabasso, West Vadnais, Battle Creek, Tanners, Spoon, and Twin.

Regular maintenance and sensor accuracy verification are ongoing at each of the lake-level stations. We have begun planning to install rain gauges on many lake-level stations. The rain gauge data will inform the public and help staff better prepare for gate operations at the Keller control structure, the Phalen outlet, and flood response across the district. New rain gauges have been procured and will be installed during the next month.

The repaired bubbler for the Spoon Lake Station has been returned to Barr and was reinstalled on Oct. 17. The station has been operating for the past two months using a loaner unit from the manufacturer. Barr staff has completed the all-in-one Power BI webpage and provided the link to RWMWD staff. This webpage will soon be available to the public on the District's website.

Capital improvements

M. Woodbury Target store stormwater retrofits (Barr project manager: Katie Turpin-Nagel; RWMWD project manager: Paige Ahlborg)

The purpose of this project is to create concept-level and final designs and construct stormwater BMPs for Woodbury's Valley Creek Target shopping complex.

During this period, Barr has continued to develop the stormwater retrofit designs. This effort included communicating with utilities to verify locations, coordinating with product manufacturers (e.g., trench

drain details and drawings), and developing plan sheets. Barr sent the draft 50% design plan sheets and summary memorandum to Target at the end of September and is awaiting direction on specific design/spec questions.

N. Roosevelt Homes targeted retrofit (Barr project manager: Marcy Bean; RWMWD project manager: Paige Ahlborg)

The purpose of this project is to create construction documents for a multi-phase flood management and water quality improvement project at the Roosevelt Homes public housing area in St. Paul.

In September, the board approved the draft plan specifications and authorized staff to solicit quotes for the work. Barr has since submitted construction documents and necessary background information to the City of Saint Paul and has received Conditional Approval for the project. Staff solicited quotes, which are included in the action items. Once approved, construction is expected to begin in early November. Final approval from the City of Saint Paul is anticipated once the contractor submits shop drawings and the owner provides an Operations and Management agreement.

A memorandum describing the recommended bidder is included in this month's board packet for the managers' review, and Barr and District staff are asking for the managers' approval to award the project.

O. Targeted retrofit projects 2023 (Barr project manager, Marcy Bean; RWMWD project manager, Paige Ahlborg)

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

During this period, Barr staff attended the project tour for the board and CAC, visiting previous (St. Pascal Baylon Catholic Church) and future (Roosevelt Homes) retrofit sites. We also prepared and presented at the Minnesota Water Resources Conference (see Retrofit Inventory for more information). Finally, we are investigating green and blue roof options for the St. Paul Youth Services site, which may come to the board either as a retrofit or under the Stewardship Grant program late in 2023 or early 2024.

P. Arbogast stormwater filtration BMP (Barr project manager, Leslie DellAngelo; RWMWD project manager, Paige Ahlborg)

The purpose of this project is to complete the final design, plans, and specifications for a regional stormwater BMP in the Lake Emily subwatershed. The goal of the BMP is to decrease phosphorus loads to Lake Emily, which is at risk of impairment from excess nutrients.

During the last period, Barr responded to construction questions, modified the design due to field conditions, observed construction activities, and attended weekly construction meetings at the Arbogast filter site.

The project is on schedule to be completed by the substantial completion date, November 15, 2023. It is expected to reach substantial completion by October 25, 2023. The contractor has requested a change order for reimbursement for a number of costs associated with changing the filter vault outlet pipe from a reinforced concrete pipe (RCP) to a polyvinyl chloride pipe (PVC). The wall thickness of the RCP pipe would not allow the upstream invert to be as the design invert, so the material was changed to PVC. That change order is included in the consent agenda, and it includes a description of the request. Barr has reviewed the request in accordance with the conditions of the contract and recommends this change.

Q. Pioneer Park stormwater reuse (Barr project manager, Jennifer Koehler; RWMWD project manager, Paige Ahlborg)

The purpose of this project, in partnership with the City of Little Canada, is to design and implement a stormwater-reuse irrigation system in Pioneer Park to conserve groundwater and reduce phosphorus loading to downstream district waterbodies.

This month, Barr finalized bidding documents and put the project out for bid on Quest CDN. A pre-bid meeting was held on October 13. The bid opening for the project was on Monday, October 23.

Barr also completed the WCA permitting submittal and is compiling the RWMWD permit submittal package intended for inclusion at the December 2023 RWMWD board meeting.

A memorandum describing the lowest responsible bidder is included in this month's board packet for the managers' review, and Barr and District staff are asking for the managers' approval to award the project.

R. Double Driveway Pond and Fish Creek tributary improvements (Barr project manager, Tyler Olsen; RWMWD project manager, Tina Carstens)

The purpose of this project is to design and implement vegetation improvements around Double Driveway Pond, as well as stream-stabilization improvements in the Fish Creek tributary upstream.

During this period, Barr completed outreach to the property owners along the tributary creek to determine interest in allowing the RWMWD to complete the project. The outreach was successful, and we have received preliminary verbal approval from property owners to move ahead with the project. Over the next period, RWMWD legal counsel will coordinate a legal survey of the proposed easement over the stream to conduct an appraisal of the land value. The appraisal will be presented to the property owners for the purchase of a permanent easement over the stream.

In tandem with the property engagement and easement survey, Barr is continuing the final design of the creek improvements.

S. County Road C culvert (Barr project manager, Tyler Olsen; RWMWD project manager, Paige Ahlborg)

The purpose of this project is to design and construct a box culvert where Kohlman Creek crosses under County Road C (owned by Ramsey County) in the City of Maplewood. The culvert was identified as a flood-risk-reduction improvement project in the Kohlman Creek Flood Risk Reduction Feasibility Study.

During this period, Barr developed formal agreements with Ramsey County Public Works and Ramsey County Parks for access to the respective properties along the proposed culvert alignment. Additionally, Barr has selected a drilling company to collect geotechnical soil borings for the final design of the culvert. The soil boring collection will occur in late October or early November.

CIP project repair and maintenance

T. 2024 CIP maintenance and repair project (Barr project managers, Gareth Becker and Greg Nelson; RWMWD project manager, Dave Vlasin)

The purpose of this study is to address unplanned and routine maintenance of the RWMWD's existing capital improvement projects not included in the annual CIP maintenance and repairs project.

During October, Barr staff collaborated to identify annual maintenance items on district CIPs and develop a design and draft set of plans and specifications to address those maintenance needs. A 90% complete set of project plans, a specification table of contents, an engineers opinion of costs, and a project schedule are included in this packet for board consideration at the November 1 meeting.

A separate memo is attached with details and, if the board deems it appropriate, they should consider a motion to accept the draft plans, specifications, and related estimate of costs and project schedule and direct staff to finalize the design, prepare the bidding documents and advertise the project for bid. If approved, staff anticipate having bids for the board to consider at the December managers' meeting.

U. Beltline 5-year inspection (Barr project manager: Nathan Campeau; RWMWD project manager: Dave Vlasin)

The purpose of this effort is to adequately maintain the Beltline interceptor storm sewer system to extend the longevity of the tunnel.

In early July, a sinkhole was discovered over the Beltline alignment, just upstream of the outfall into the Mississippi River. An inspection inside the tunnel revealed two holes in the sides of the large steel pipe section about 10 feet from the outfall to the Mississippi River and another tunnel area needing immediate attention. During the repair work, it was clear that a more extensive, long-term repair would be needed for approximately 70 feet of corroded steel tunnel. Barr completed a hydraulic evaluation of several repair alternatives and a construction feasibility and cost estimate of the selected alternative. Barr also completed a report that outlines the repair and replacement options and maps out the next steps and costs in investigation and design, which is included in the board packet.

V. Natural Resources Update—Paul Erdmann, Patrick Williamson & Joe Tillotson

Lake Owasso Shoreline Restoration Expansion

With help from Ramsey County staff, Conservation Corps Minnesota & Iowa, and Young Adult Career Academy interns, District staff (and former staff, Simba Blood) planted over 2,000 native plants on Lake Owasso during the first week of October. Native plant material came from Ramsey County Corrections. This planting expands the Lake Owasso Shoreline Restoration Project, a collaboration with Ramsey County Parks and Recreation, which started in 2021 and is funded by a Conservation Partners Legacy Grant. The project aims to reduce erosion and improve water quality, provide high-quality habitat to benefit fish, pollinators, and other wildlife, and to create a resilient and beautiful shoreline for park patrons to enjoy.

We were happy to have great weather for the planting days, and significant rain fell both before and after the plants were installed. We will soon be seeding the expansion area with a diverse seed mix that will add early blooming forbs that are critical for pollinators and other native plants for a robust and healthy native buffer.

Educating and Becoming Educated

The NR Team hosted two University of Minnesota classes for tours of our Keller Regional Park, Keller Creek, and Lake Phalen restoration projects. NR staff led attendees through aspects of our restoration projects, from funding and partnerships to implementation and maintenance.

Paul, Joe and past NR intern Katrina attended a tour of Terrace Oaks Park in Burnsville, where the City is doing excellent oak savanna restoration.

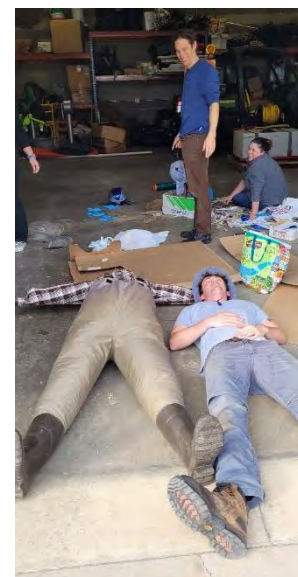
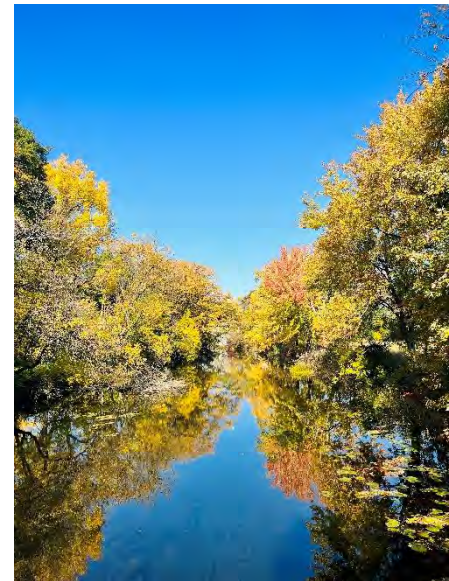
Pat and Joe are continuing their pursuit of the Ecological Restoration Certificate from the University of Minnesota Extension. Pat just finished the Monitoring Ecological Restorations course and will begin another course next week called Designing, Installing, and Managing Native Plantings. Joe will also be starting a class next week titled Vegetation Management for Restored Ecosystems.

These are online classes that provide professionals with the practical skills and knowledge necessary to undertake Midwestern restorations including restoration of prairies, wetlands, lakeshores, forests and savannas.

Seed Collection

Seed collection at our restoration sites ramped up in October. We have been collecting seed from District sites and also inventorying and organizing our existing seed stock. Seed collected by staff supplements the seed we purchase for various projects and is sometimes used by the Education Team for their work with schools and others. Much of the seed collected will be used in the coming weeks and next spring to supplement existing restorations. During seed collection, NR staff also learn how to

identify plants during the dormant season, which is a critical skill to have in order to assess sites when plants aren't actively growing.



NR Photos- left Happy Planters on Lake Owasso. Top Right- Keller Creek in Fall. Middle Right- NR Intern Ashley and Permitting & Inspections Intern Nicole collect native seed at the Ponds at Battle Creek. Bottom Right- Joe is always laying down on the job (Team/Scarecrow Building w/VLAWMO).

W. Public Involvement and Education Program – Sage Passi

Exploring Grass Lake, Snail Lake and Snail Lake Regional Park



Above left: Students explore the diversity of plants in Snail Lake Regional Park (Wetland A). **Center:** Island Lake fifth graders teamed up to investigate the water quality in Snail Lake and recorded their results. **Right:** Island Lake fifth grade classes observed and drew the animal and bird life they imagined could live in and around Grass Lake from the vantage point of the overlook in the park.

Four fifth grade Island Lake Elementary classes from Shoreview traveled by bus on October 11 and 12 to the overlook above Grass Lake and then to the boat launch area at Snail Lake where they used water quality tools to measure the dissolved oxygen, transparency, pH and temperature of the water in the lake. Then they walked over to the wetland area across from the lake and explored the diversity of native plants in Snail Lake Regional Park. Two other fifth grade classes from the school will also be completing this field trip at the end of October.

Lionsgate and American Indian Magnet Plant at Battle Creek Regional Park



Above left: Water Steward, Anna Barker assists fifth graders with the planting. **Above Center:** Alexandra Zirzan, Special Projects Manager from Metro Blooms supported the fifth graders with the planting. **Above Right:** Ramsey County Master Gardener, Beth Peck assists Lionsgate students with the planting.

We were lucky the weather cooperated for our last two mornings of planting at Battle Creek Regional Park at the Wilderness in the City site in Maplewood on October 4th and 10th with Lionsgate Academy high school students, Water Stewards, Master Gardeners and two American Indian Magnet fifth grade classes. Each class also had the opportunity to explore the perimeter of the ponds onsite, a nearby swale and explore a variety of native grasses, forbs and trees growing in the park.

Harmony Adult ESL Classes Learn about Watersheds and their Rain Garden



(Above left): Randee Edmundson uses a map to explain Harmony Learning Center's stormwater path through a chain of lakes to the Mississippi River. **(Center):** Randee prepares students to disperse their buckets of water to illustrate how rain in the parking lot will enter the rain garden onsite. **(Right):** Adult ESL students explore the plants growing in their school's rain garden.

Randee Edmundson and Sage Passi met with two classes at Harmony Learning Center on September 28 to provide a lesson on watersheds, stormwater and the role of plants in a rain garden. The adult ESL students explored the rain garden that was installed on the schoolground a number of years ago through a Clean Water grant, watched how water flows from their parking lot into the rain garden's inlet by emptying buckets onto the pavement and learned about some of the pollutants that impact lakes and wetlands. Sage and Randee provided some native plants as a gift for students to plant in their own yards. Thank you to Randee for coordinating this lesson with two ESL teachers at the school!

L'Etoile du Nord 3rd, 4th and 5th Grade Classes Explore Ames Lake



Sage and Tracy met five classes from L'Etoile du Nord at Ames Lake to explore the plants around its perimeter and observe life in this wetland from the vantage point of the boardwalk and the paths around this wetland on October 4, 17 and 18. The activities include stops to observe trees, inventorying native plants in the prairie and collecting samples in teams from a transect area in the prairie and mounting them on cardboard cards. The classes finished off this field trip with a stop to see the garden at the Boys and Girls Club on their way back to school.

X. Communications and Outreach Program – Lauren Hazenson

District Handouts and Displays

The written content for the initial drafts of the general information handouts is finalized, and we are currently creating corresponding illustrations for these materials. Our next step involves completing the written content and illustrations for handouts that specifically address best management practices for property owners. Our contracted illustrator will begin work on content for these materials and District signs in November.

Community Survey

This month, we completed the initial community survey draft, to be delivered to a statistically significant number of recipients in each of the twelve cities in the watershed district. We plan to launch the survey in mid-November. Our contracted survey delivery partner, FlashVote, has provided an estimate indicating that the survey results should be available one week after the scheduled delivery date. This efficient timeline ensures a swift turnaround for valuable insights and 2024 communications planning based on the survey findings.

Recognition Dinner and Watershed Excellence Awards

Thursday, November 16 at 6 p.m., Keller Golf Course

Preparation for the event is fully underway. Presenters for the event have been selected, LEAP site tour videos for the event program are completed, and the invitations have been designed and sent. We are working with volunteers and staff on displays for the reception area and meeting with LEAP volunteers to finalize the script and slide display for the LEAP presentation—finally, interviews and production on the seven Watershed Excellence Award introduction videos.

District Signage

We began planning the next phase of signage for Stewardship Grant sites, including additional illustration work to show a detailed rendering of best management practices consistent with previously completed signs. Signs for the Lake Owasso restoration project also entered the planning phase, with a goal of installation in early spring.

E-newsletter

Note: the October e-newsletter numbers were not yet available when this report was completed. This month's readership numbers will be added to the November report.

Social Media (Facebook, Twitter, Instagram)

Numbers as of 10/23:

Facebook

Reach: 787

Engagement (likes, shares, comments): 63

Audience: 1,605

Instagram

Reach: 11,131
Engagement: 47
Audience: 895

Twitter

Reach: 71
Engagement: 1
Audience: 988

Resident Communications/Professional Development/ Public Meetings, Misc.

- Staff/resident communications support
- Water Resources Conference (10/17 and 10/18)
- Minnesota Association of Government Communicators Annual Conference (10/25)
- Online Part 107 drone training

Y. Citizen Advisory Committee (CAC) Program – Carrie Magnuson

The Citizen Advisory Committee met on October 24th at 6:30 pm via Hybrid at RWMWD office and Zoom.

In attendance were 14 CAC members and 4 staff members. No BOM members could attend. The following initiatives were discussed and further developed.

- 1. Street Sweeping as a Cost-effective BMP** – Paige Ahlborg presented on the efficacy of street sweeping for phosphorus removal, and RWMWD's work with municipalities to understand the state of the practice. Paige outlined the work done in collaboration with BARR to model priority areas and develop recommendations to cities for enhanced street sweeping. She outlined the 2023 pilot program developed based on municipality needs, practices and priorities.
- 2. Watershed Excellence & Volunteer Recognition Dinner Planning** – Awardees were confirmed, Smart Salting and AAD displays discussed, and roles CAC will play at the dinner were reviewed.
- 3. Adopt-a-Drain Expansion** – This initiative was brought to the CAC from the BOM as a priority project. The group discussed developing outreach opportunities for the CAC to take on quarterly in conjunction with existing RWMWD presence at events. The following are ideas for implementation:
 - a. November: Watershed Excellence Awards – have pop up poster and laptop with AAD sign-up. Stephanie may give a 2-minute promotional during dinner presentation.
 - b. January: Phalen Freeze Fest
 - c. June: WaterFest
 - d. Fall: Truck Fest or other local fall events
- 4. Fall Clean-Up Event** – In collaboration with the Natural Resources staff, CAC members will remove buckthorn and displaced/invasive woody plant species from the restoration area west of Keller Creek and north of Round Lake on October 30th at 4:30 PM. BOM welcome.
- 5. Work Plan** - Each year, the CAC uses their time and expertise to assist several projects that help advance RWMWD projects and programs. Below are the 2023 priorities and status.
 - a. Rain Garden/BMP video series – pending
 - b. East Side Stewardship Relationship Building – Earth Day cleanup completed

To: Board of Managers and Staff
From: Tina Carstens and Brad Lindaman
Subject: Project and Program Status Report August 2023
Date: October 25, 2023

Page 16

- c. Salt Use Outreach/Education – in progress. WaterFest display completed 6/3/23. Stephanie tabled at Big Truck Day event 9/23/23. Will continue with quarterly outreach
- d. Create Invasive Species Education Pieces: pending
- e. CAC Rain Garden/Restoration Clean Up Project: subcommittee completed 9/2023
- f. CAC/LEAP Team Planting: completed 8/15/2023
- g. Buckthorn Removal: scheduled for 10/30/2023
- h. Paddle the Phalen Water Trail as a group: postponed to 2024
- i. Assist in planning and hosting WaterFest (annual): completed 6/3/2023
- j. LEAP Program nominations and subcommittee (annual): completed 9/26/2023
- k. Watershed Excellence Awards & Volunteer Recognition Dinner planning (annual): in progress. Will complete by 11/16/2023
- l. Education Topics: Invite RWMWD staff or applicable professionals in to share knowledge. This was done heavily in 2022, so focus on this will be less in 2023.

More details on these discussions will be available on the [CAC website](#) when meeting minutes are approved. Future meetings: December 5th