



**RAMSEY-WASHINGTON**  
METRO WATERSHED DISTRICT

# **December 2023 Board Packet**

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# Agenda

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## **Regular Board Meeting Agenda**

Wednesday, December 13, 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 November 1, 2023 (pg. 7)
  - B. Treasurer's Report and Bill List (pg. 12)
  - C. Permit Program
    - i. 23-29 Shoreview Deluxe Phase II – Seven Lakes, Shoreview (pg. 24)
    - ii. 23-30 RWMWD 2024 CIP Maintenance & Repairs (pg. 29)
    - iii. 23-31 Woodbury Central Park Remodel, Woodbury (pg. 33)
  - D. Stewardship Grant Program
    - i. 23-51 CS Tragiai, shoreline restoration (pg. 37)
  - E. BMP Service Agreement – Washington Conservation District (pg. 39)
  - F. BMP Service Agreement – Ramsey County (pg. 49)
4. Visitor Comments (limited to 4 minutes each)
5. Permit Program
  - A. Applications – see consent agenda
  - B. Enforcement Action Report (pg. 57)
  - C. The Heights – Proposed Public Amenities Presentation and Discussion (pg. 61)
6. Stewardship Grant Program
  - A. Applications – see consent agenda
  - B. Budget Status Update (pg. 83)
  - C. **2023 Program Overview and 2024 Program Approval (pg. 84)**
7. Action Items
  - A. **2024 CIP Maintenance and Repair Project Bid Review and Approval (pg. 102)**
  - B. **Earned Sick and Safe Time Policy (pg. 105)**
  - C. **Domestic Partnership Policy (pg. 110)**
  - D. **Metro – INET Acceptable Use Policy (pg. 113)**
  - E. **2024 Board Meeting Dates (pg. 123)**
  - F. **Stormwater Impact Fund Budget Transfer – Resolution 23-05 (pg. 124)**
  - G. **2024 Budget and Levy Final Approval – Resolution 23-06 (pg. 128)**
8. Attorney Report
9. Board Discussion Topics

10. New Reports and/or Presentations
  - A. Summary of New Technology Reports and Use of Information (*pg. 135*)
11. Administrator's Report (*pg. 147*)
  - A. Meetings Attended
  - B. Upcoming Meetings and Dates
  - C. Board Action Log and Updates
  - D. Staff Presentations at BWSR Academy and Minnesota Watersheds Conference
  - E. Minnesota Watersheds Updates
12. Project and Program Status Reports (*pg. 152*)
  - Project Feasibility Studies*
    - A. Interim Emergency Response Planning
    - B. Kohlman Creek Flood Risk Feasibility Study
    - C. Improvements to Phalen Village
    - 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. Street Sweeping
    - H. Retrofit Inventory
  - Research Projects*
    - I. Kohlman Lake Aquatic Plant Management Effects Study
    - J. Shallow Lake Aeration Study
  - Capital Improvements*
    - K. Woodbury Target Store Stormwater Retrofit Project
    - L. Targeted Retrofit Projects 2023
    - M. Roosevelt Homes
    - N. Stewardship Grant Program
    - O. Arbogast Stormwater Filtration BMP
    - P. Pioneer Park Stormwater Reuse
    - Q. Fish Creek Tributary Improvements
    - R. Cottage Place Wetland Regeneration
    - S. County Road C Culvert Project
  - CIP Project Repair and Maintenance*
    - T. Routine CIP Inspections and Unplanned Maintenance Identification
    - U. Beltline Mississippi Branch Outfall Replacement Project
    - V. 2024 CIP Maintenance and Repairs Project
  - Program Updates*
    - W. Natural Resources Program
    - X. Public Involvement and Education Program
    - Y. Communications and Outreach Program
    - Z. 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, December 13, 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/89580999735?pwd=MThhNlNIWVBwMHhhSnBM3grZHQrQT09>

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 **895 8099 9735**. The meeting password is **036019**. If you have any questions, please contact Tina Carstens at [tina.carstens@rwmwd.org](mailto: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 November 1, 2023

The Regular Meeting of November 1, 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://us02web.zoom.us/j/88388272003>. Video time stamps included after each agenda item in minutes.

#### **PRESENT:**

Val Eisele, President  
Dr. Pam Skinner, Vice President  
Mark Gernes, Manager  
Ben Karp, Secretary

#### **ABSENT:**

Matt Kramer, Treasurer

#### **ALSO PRESENT:**

Tina Carstens, District Administrator  
Tracey Galowitz, Attorney for District  
Nicole Maras, Permit Inspector  
Eric Korte, Water Monitoring Coordinator  
Pat Williamson, Natural Resources Specialist  
Amanda Thomas, ISG, Inc.  
Adam Wangness, Westwood Professional Services

Paige Ahlborg, Project Manager  
Brandon Barnes, Barr Engineering  
Nick Nelson, Water Quality Intern  
Stephanie Wang, CAC  
Dave Vlasin, Project Coordinator  
Greg Williams, Barr Engineering

#### **1. CALL TO ORDER**

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

#### **2. APPROVAL OF AGENDA (00:22)**

Motion: Manager Skinner moved, Manager Karp seconded. Motion carried unanimously.

#### **3. CONSENT AGENDA (00:36)**

- A. Approval of Minutes from October 4, 2023
- B. Treasurer's Report and Bill List
- C. Permit Program
  - i. 23-24 Washington County Service Center, Woodbury
  - ii. 23-26 500 Bielenberg Redevelopment, Woodbury
  - iii. 23-27 Gladstone Crossing, Maplewood
  - iv. 23-28 Taco Bell, North St. Paul
- D. Stewardship Grant Program
  - i. 23-49 CS Little Canada Rain Garden Refurbish
- E. Change order No. 3 – Arbogast Underground Stormwater Filter

President Eisele asked for clarification on permit applications #23-24 and #23-26 regarding the incidental wetland determination. Nicole Maras explained how the Wetland Conservation Act applies to the project and how that

defines incidental wetlands and what the requirements are for incidental wetlands. Nicole confirmed that incidental wetlands do not require replacement if impacted.

Manager Skinner asked if it may be valuable to consider replacement of the incidental wetlands. Nicole Maras stated that they are taken in to consideration from a flood control perspective and they are required to replace the water storage and are required to follow flood management rules.

President Eisele requested more information on the Storm Impact Fund and what it means. Tina Carstens explained how the funds are held and distributed.

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

#### **4. VISITOR COMMENTS (12:07)**

No comments.

#### **5. PERMIT PROGRAM (12:25)**

##### **A. Applications**

##### **Permit #23-25: Woodbury Lake Road Trail, Woodbury**

Nicole Maras stated that this permit includes a variance request regarding wetland buffers. The project is a city trail project. The existing conditions before the proposed project do not meet the current buffer requirements and this project will add a trail in this location. The applicant is proposing to designate an adjacent area to the wetland as counted buffer to make up the difference.

Manager Karp questioned the existing vegetative buffer area being used as a replacement buffer unless it will be maintained as such in perpetuity. President Eisele stated that he would also like to see a maintenance plan included for the buffer.

President Eisele asked if there will be plantings added to make the buffer more effective. Nicole Maras stated that the understanding is that the buffer would not be changed.

Tina Carstens stated that a special provision can be added that states that this buffer area would need to be maintained. Tracy Galowitz stated that a recorded easement could be requested. Manager Skinner asked if language could be corrected from buffer replacement to buffer preservation. Nicole Maras stated that the change could be made on the variance request.

Manager Gernes requested more information on a way to record the preservation of the buffer to make sure it is not developed in the future. Tracy Galowitz stated that a special provision could be added as an agreement to maintain the buffer in recordable form.

Motion: Manager Skinner moved, Manager Kramer seconded, to approve Permit #23-25 with an added provision to receive verification from the applicant that the buffer will be maintained for the life of the project. Motion carried unanimously.

##### **B. Monthly Enforcement Report**

During October, 23 notices were sent to address: contain liquid/solid wastes (2), install/maintain perimeter control (7), install/maintain inlet protection (1), install/maintain construction entrance (2), general permit requirements (4), sweep streets (2), and stabilize exposed soils (3), remove discharge sediment (2).

Nicole Maras provided information on the enforcement reports that went out in October.

**6. STEWARDSHIP GRANT PROGRAM (47:40)**

A. Applications – See consent agenda

B. Budget Status Update

Paige Ahlborg provided a brief overview of the report.

**7. ACTION ITEMS (48:37)**

A. Pioneer Park Project Bid Award

Brandon Barnes explained the bids received and gave an overview of the bid award process.

Motion: Manager Skinner moved, Manager Karp seconded, to accept the bid and award the Pioneer Park reuse project to Peterson Company and direct staff to prepare and mail notice of award, prepare the agreements and review requirement submittals. Motion carried unanimously.

B. Roosevelt Homes Project Bid Award

Brandon Barnes gave an overview of the bid process.

Motion: Manager Skinner moved, Manager Gernes seconded, to accept the bid and award the Pioneer Park reuse project to Fitzgerald Excavating and Trucking Inc. and direct staff to prepare and mail notice of award, prepare the agreements and review requirement submittals. Motion carried unanimously.

C. 2024 CIP Maintenance and Repair Project Approval of Plans and Authorization to Advertise for Bids

Brandon Barnes stated that a summary of anticipated cost breakdown was provided for nine sites. He gave information on the projects listed.

Motion: Manager Skinner moved, Manager Gernes seconded, to approve the preliminary design estimated cost and proposed project schedule and direct staff to finalize the design and bidding documents and advertise the project for bid. Motion carried unanimously.

**8. ATTORNEY REPORT (1:05:06)**

Tracey Galowitz reviewed the work legal counsel has done for the District during the last month including an easement for the Fish Creek project, as well as working on a permit transfer for a project.

**9. BOARD DISCUSSION TOPICS (1:06:06)**

No comments.

**10. NEW REPORTS AND/OR PRESENTATIONS (1:06:29)**

A. Water Monitoring Intern Experience Presentation, Nick Nelson

Nick Nelson gave an overview of the duties of a water quality intern. He explained tasks he has completed throughout the season including cleaning of trash racks, compositing ISCO samplers, conducting pond, stream, and lake sampling, taking stream flow measurements and gathering data. He explained how cleaning trash racks mitigates flooding throughout the district, how ISCO samplers work to capture samples in real time and how samples are sent in to test for nutrients such as nitrogen, phosphorus and chloride. He went on to explain how pond, lake and stream sampling is completed and explained the purpose of the sampling. He described the process of stream flow measurements and how the data collected is used. He explained that the data is then used to analyze trends which can be important in decision making and funding for water treatments and improved water infrastructure such as the spent lime filter and the alum treatment plant. He also gave examples of memorable moments from his time as a water quality intern.

B. Watershed Management Plan Gaps Summary

Greg Williams gave an overview of what the Watershed Management Plan document is and how it is updated every ten years. He explained the process of the gaps analysis, what is looked at during the analysis and how it is helpful in identifying points that may need more focus when planning for the ten-year update of the Watershed Management Plan. He continued giving more detailed explanations of what was found in the analysis and the next steps in the planning process. He explained the next steps could include identifying key issues through focused and targeted studies as well as partner and community engagement.

C. Beltline Mississippi River Branch Repair Evaluation Report

Brandon Barnes explained the failure and emergency repair of the Beltline that happened earlier in the year. He provided information on permanent repair options available and how to prevent impacting upstream areas. He explained the next steps in the permanent repairs and what the repairs entail. Tina Carstens stated that continued updates will be provided in future Project and Program Status Reports. The Board members agreed that they liked the information provided and gave the ok to move ahead with the process.

**11. ADMINISTRATOR'S REPORT (2:18:45)**

A. Meetings Attended

No comments.

B. Upcoming Meetings and Dates

No comments.

C. Board Action Log and Updates

No comments.

D. Staff Presentations at MN Water Resources Conference

Tina Carstens gave highlights of the staff presentations that took place at the MN Water Resource Conference.

E. Minnesota Watersheds Updates

Tina Carstens provided an overview of the Minnesota Watersheds updates. President Eisele requested everyone look over the information provided regarding the Minnesota Watersheds annual meeting information and send any questions or comments to Tina ahead of the conference.

Tina Carstens took a motion to select Manager Karp and President Eisele as the delegates for the Minnesota Watersheds annual business meeting.

Motion: Manager Skinner moved, Manager Gernes seconded, to appoint Manager Karp and President Eisele as the delegates for the Minnesota Watershed Conference. Motion carried unanimously.

F. Governance and Employee Manuals

President Eisele stated that it would be nice to have a workshop prior to a board meeting to review the Governance and Employee Manuals.

**12. PROJECT AND PROGRAM STATUS REPORTS (2:31:04)**

*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 Culver 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

No comments.

### **13. MANAGER COMMENTS AND NEXT MONTH'S MEETING**

No comments.

### **14. ADJOURN**

Motion: Manager Skinner moved, Manager Gernes seconded, to adjourn the meeting at 9:04p.m. Motion carried unanimously.

RWMWD BUDGET STATUS REPORT  
Administrative & Program Budget  
Fiscal Year 2023  
11/30/2023

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	-	349.07	4,974.68	(1,474.68)	142.13%
	<b>Sub-Total: Managers/Committees:</b>		<b>\$13,500.00</b>	<b>\$0.00</b>	<b>\$349.07</b>	<b>\$5,349.68</b>	<b>\$8,150.32</b>	<b>39.63%</b>
Employees	Staff salary/taxes/benefits	4010	1,860,000.00	-	132,322.50	1,589,711.25	270,288.75	85.47%
	Employee expenses	4020	15,000.00	-	559.88	10,542.23	4,457.77	70.28%
	District training & education	4350	75,000.00	-	4,199.68	22,649.07	52,350.93	30.20%
	<b>Sub-Total: Employees:</b>		<b>\$1,950,000.00</b>	<b>\$0.00</b>	<b>\$137,082.06</b>	<b>\$1,622,902.55</b>	<b>\$327,097.45</b>	<b>83.23%</b>
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	-	2,478.94	2,676.82	17,323.18	13.38%
	Equipment maintenance	4305	2,000.00	-	-	-	2,000.00	0.00%
	Telephone	4310	2,000.00	-	59.38	593.56	1,406.44	29.68%
	Office supplies	4320	7,000.00	-	198.82	7,572.71	(572.71)	108.18%
	IT/Internet/Web Site/Software Lic.	4325	85,000.00	-	6,955.37	81,096.83	3,903.17	95.41%
	Postage	4330	2,000.00	-	470.99	998.63	1,001.37	49.93%
	Printing/copying	4335	5,000.00	-	646.80	5,387.48	(387.48)	107.75%
	Dues & publications	4338	15,000.00	-	-	14,860.00	140.00	99.07%
	Janitorial/Trash Service	4341	15,000.00	-	-	8,120.06	6,879.94	54.13%
	Utilities/Bldg.Contracts	4342	30,000.00	-	1,569.45	12,435.47	17,564.53	41.45%
	Bldg/Site Maintenance	4343	125,000.00	-	10,799.17	113,600.27	11,399.73	90.88%
	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	-	13,444.17	20,448.34	79,551.66	20.45%
	Vehicle lease, maintenance	4810-40	20,000.00	-	1,147.70	6,913.91	13,086.09	34.57%
	<b>Sub-Total: Administration/Office:</b>		<b>\$503,000.00</b>	<b>\$0.00</b>	<b>\$37,770.79</b>	<b>\$335,186.33</b>	<b>\$167,813.67</b>	<b>66.64%</b>
Consultants/ Outside Services	Auditor/Accounting	4110	75,000.00	-	2,695.40	60,165.71	14,834.29	80.22%
	Engineering-administration	4121	132,000.00	-	7,487.50	77,626.37	54,373.63	58.81%
	Engineering-permit I&E	4122	10,000.00	-	30.13	1,605.13	8,394.87	16.05%
	Engineering-eng. review	4123	70,000.00	-	6,261.50	53,577.50	16,422.50	76.54%
	Engineering-permit review	4124	59,000.00	-	3,895.00	45,643.00	13,357.00	77.36%
	Project Feasibility Studies	4129	395,000.00	-	18,258.30	230,776.84	164,223.16	58.42%
	Attorney-permits	4130	5,000.00	-	-	110.16	4,889.84	2.20%
	Attorney-general	4131	40,000.00	-	7,233.76	25,942.36	14,057.64	64.86%
	Outside Consulting Services	4160	20,000.00	-	-	-	20,000.00	0.00%
	<b>Sub-Total: Consultants/Outside Services:</b>		<b>\$806,000.00</b>	<b>\$0.00</b>	<b>\$45,861.59</b>	<b>\$495,447.07</b>	<b>\$310,552.93</b>	<b>61.47%</b>
Programs	Educational programming	4370	70,000.00	-	6,106.08	30,729.40	39,270.60	43.90%
	Communications & Marketing	4371	50,000.00	-	1,135.54	14,404.12	35,595.88	28.81%
	Events	4372	51,000.00	-	6,919.88	58,491.10	(7,491.10)	114.69%
	Water QM-Engineering	4520-30	240,000.00	-	37,331.34	246,666.18	(6,666.18)	102.78%
	Project operations	4650	200,000.00	-	11,237.63	46,438.80	153,561.20	23.22%
	SLMP/TMDL Studies	4661	142,000.00	-	4,086.50	7,088.50	134,911.50	4.99%
	Natural Resources/Keller Creek	4670-72	120,000.00	-	94.04	43,933.66	76,066.34	36.61%
	Outside Prog.Support/Weed Mgmt.	44683	57,000.00	-	3,369.33	21,607.99	35,392.01	37.91%
	Research Projects	4695	155,000.00	-	55,211.00	159,864.48	(4,864.48)	103.14%
	Health and Safety Program	4697	4,000.00	-	399.25	2,797.64	1,202.36	69.94%
	<b>Sub-Total: Programs:</b>		<b>\$1,089,000.00</b>	<b>\$0.00</b>	<b>125,890.59</b>	<b>\$632,021.87</b>	<b>\$456,978.13</b>	<b>58.04%</b>
<b>GENERAL FUND TOTAL</b>			<b>\$4,361,500.00</b>	<b>\$0.00</b>	<b>\$346,954.10</b>	<b>\$3,090,907.50</b>	<b>\$1,270,592.50</b>	<b>70.87%</b>
CIP's	CIP Project Repair & Maintenance	516	1,500,000.00	-	103,520.27	1,067,011.21	432,988.79	71.13%
	Targeted Retrofit Projects	518	1,500,000.00	-	46,067.67	1,184,912.30	315,087.70	78.99%
	Flood Risk Reduction Fund	520	5,200,000.00	-	19,328.16	661,724.97	4,538,275.03	12.73%
	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	-	90,147.65	707,382.05	420,617.95	62.71%
	Double Driveway Water Quality Optimization	537	675,000.00	-	4,945.10	61,475.45	613,524.55	9.11%
	Wetland Restoration Projects	540	500,000.00	-	-	-	500,000.00	0.00%
<b>CIP BUDGET TOTAL</b>			<b>\$10,898,404.00</b>	<b>-</b>	<b>\$264,008.85</b>	<b>\$4,076,289.54</b>	<b>\$6,822,114.46</b>	<b>37.40%</b>
<b>TOTAL BUDGET</b>			<b>\$15,259,904.00</b>	<b>\$0.00</b>	<b>\$610,962.95</b>	<b>\$7,167,197.04</b>	<b>\$8,092,706.96</b>	<b>46.97%</b>

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 @ 11/30/23
101 - General Fund	\$2,313,604.42	-	2,428,829.18	346,954.10	3,090,907.50	1,651,526.10
516 - CIP Project Repair & Maintenance	1,143,456.57	-	630,667.61	103,520.27	1,067,011.21	707,112.97
518 - Targeted Retrofit Projects	164,101.49	-	853,083.34	46,067.67	1,184,912.30	(167,727.47)
520 - Flood Damage Reduction Fund	5,075,970.05	-	220,835.64	19,328.16	661,724.97	4,635,080.72
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	90,147.65	707,382.05	138,919.78
536 - Stormwater Impact Fund	358,950.00	-	983,956.00	-	-	1,342,906.00
537 - Double Driveway Water Quality Optimization Implementation	-	-	104,391.45	4,945.10	61,475.45	42,916.00
540 - Wetland Restoration Projects	498,036.00	-	-	-	-	498,036.00
580 - Contingency Fund	1,465,487.00	-	-	-	-	1,465,487.00
<b>Total District Fund Balance</b>		<b>\$0.00</b>	<b>\$ 5,639,329.00</b>	<b>\$ 610,962.95</b>	<b>\$7,167,197.04</b>	<b>\$10,472,382.14</b>



**Ramsey Washington Metro Watershed Dist.**  
**Check Register**  
**For the Period From November 1, 2023 to November 30, 2023**

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
EFT	11/02/23	hea002	Dec-23	HealthPartners	Employee Benefits	\$15,465.91
EFT	11/03/23	met008	Nov-23	MetLife-Group Benefits	Employee Benefits	1,681.43
74193	11/13/23	aws001	S1335957-110123	AWS Service Center	Utilities/Building Services Contracts	330.54
74194	11/13/23	far003	9974	Farnsworth Aerospace Lower Pre-K-4	Education	431.74
74195	11/13/23	gil001	238110; 237449	Gilbert Mechanical Contractors, Inc.	Bldg./Site Maintenance	9,273.70
74196	11/13/23	haw001	6611211	Hawkins, Inc.	Project Operations	8,181.30
74197	11/13/23	haz002	10099	Hazel Park Preparatory Academy	Education	385.83
74198	11/13/23	hom001	6610718	Home Depot Credit Services	Water Quality Monitoring - Staff	14.98
74199	11/13/23	inn002	IN4371625; IN4366170	Innovative Office Solutions LLC	Bldg./Site Maintenance	5,969.90
74200	11/13/23	int003	203231	Intereum, Inc.	Equipment	2,475.00
74201	11/13/23	lan003	11/6/2023	Lancer Catering	Events	5,406.11
74202	11/13/23	let0011	9986	LNFI	Education	854.14
74203	11/13/23	nsp001	850289771	Xcel Energy	Bldg./Site Maintenance	1,269.28
74204	11/13/23	ram002	COR-003689	Ramsey County	Construction Improvements/Project Maint & Rep	472.50
74205	11/13/23	rmb001	M2300251	RMB Environmental Laboratories	Water Quality Monitoring - Staff	5,145.70
74206	11/13/23	ros004	611520	Roseville Midway Ford	Vehicle Maintenance	33.24
74207	11/13/23	som001	374103	Eric Sommers	Events	1,246.00
74208	11/13/23	stu001	2019821	Studio Lola	Communications & Marketing	1,026.25
74209	11/13/23	usb005	514546993	US Bank Equipment Finance	Copier Lease	646.80
74210	11/13/23	van001	November-45.00 missed	Vanguard Cleaning Systems of Minnesota	Utilities/Building Services Contracts	45.00
74211	11/13/23	voy001	8692934232343	US Bank Voyager Fleet Sys.	Vehicle Fuel	599.21
74212	11/17/23	int003	Nov-23	Intereum, Inc.	Equipment	5,108.67
74213	11/29/23	ada002	3745270	Adam's Pest Control, Inc.	Utilities/Building Services Contracts	94.72
74214	11/29/23	ahl001	Sept-Nov 2023	Paige Ahlborg	Employee Expenses	239.67
74215	11/29/23	and004	20-13 MTN	Paul Anderson	Stewardship Grant Program	500.00
74216	11/29/23	bar001	Oct 14 to Nov 17, 2023	Barr Engineering	various	174,887.37
74217	11/29/23	bar008	23-44 CS	Peter Barrett	Stewardship Grant Program	3,473.77
74218	11/29/23	bat002	P68004278	Batteries Plus Bulbs	Building / Site Maintenance	47.30
74219	11/29/23	bau001	21-01 MTN	Paul Bauer	Stewardship Grant Program	745.00
74220	11/29/23	bls001	28801	B & L Supply	Building / Site Maintenance	113.00
74221	11/29/23	bud002	23-10 CS	Nichole Budnicki	Stewardship Grant Program	756.05
74222	11/29/23	bur002	23-13	Tom Burns Consulting, LLC	District Data Base Project	2,380.00
74223	11/29/23	cad001	20042961	Zayo Group, LLC	Water Quality Monitoring - Staff	202.45
74224	11/29/23	chi002	19-05 MTN	Linda Chimzar	Stewardship Grant Program	112.48
74225	11/29/23	chr001	20-04 MTN	Christ Episcopal Church	Stewardship Grant Program	1,000.00
74226	11/29/23	chr002	22-02 CS	Christ Lutheran Church	Stewardship Grant Program	10,000.00
74227	11/29/23	com004	Nov 16, 2023	Comcast	Utilities/Building Services Contracts	94.35
74228	11/29/23	daw001	20-16 MTN	Linda Dawson	Stewardship Grant Program	212.69
74229	11/29/23	dic001	21-17 MTN	Carrie Dickson	Stewardship Grant Program	450.00
74230	11/29/23	fit002	Nov-23	Mary Fitzgerald	Employee Benefits	146.22
74231	11/29/23	fit003	Nov-23	Emily F. Kamin	Employee Benefits	46.29
74232	11/29/23	fla001	Nov-23	Lyndsey R. Flaten	Employee Benefits, Expenses	872.22
74233	11/29/23	fox002	21-09 MTN	Cameron Fox	Stewardship Grant Program	400.00
74234	11/29/23	gal001	November 22, 2023	Galowitz Olson, PLLC	Attorney General	7,233.76
74235	11/29/23	gra005	1496031187	Grainger	Water Quality Monitoring - Staff	108.64
74236	11/29/23	gri002	23-46 CS	Killian Griffin	Stewardship Grant Program	4,894.57
74237	11/29/23	inn003	17762	Innovational Water Solutions, Inc.	Utilities/Building Services Contracts	221.40
74238	11/29/23	int001	W23100475	Office of MN, IT Services	Telephone	59.38
74239	11/29/23	int003	203387	Intereum, Inc.	Equipment	150.00
74240	11/29/23	isl002	2023 bus trips	Island Lake Elementary School	Education	448.35
74241	11/29/23	jac005	23-04 MTN	Brian Jacobson	Stewardship Grant Program	483.00
74242	11/29/23	koo001	23-10 MTN	Michael Koopmeiners	Stewardship Grant Program	845.06
74243	11/29/23	kos001	19-09 MTN; 23-21 CS	Helen Kosobayashi	Stewardship Grant Program	7,286.72
74244	11/29/23	kub001	Sept-Nov 2023	Kyle W. Kubitza	Employee Benefits	212.73
74245	11/29/23	lea003	16-1002	L. Tracy Leavenworth	Education	3,986.02
74246	11/29/23	loe001	23-07 MTN	Jacob Loewen	Stewardship Grant Program	431.50
74247	11/29/23	mel001	October/November 2023	Michelle L. Melser	Employee Benefits, Expenses	66.99
74248	11/29/23	met012	1589	Metro-INET	Roseville IT Services/Web Site/Software/Licenses	6,859.00
74249	11/29/23	nat007	PLM Invoice 0120-9	Native Resource Preservation, LLC.	Stewardship Grant Program	6,657.60
74250	11/29/23	ncp001	November 1, 2023	NCPERS Group Life Ins.	Employee Benefits	16.00
74251	11/29/23	nel006	Oct/Nov 2023	Nicholas J. Nelson	Employee Expenses	69.30
74252	11/29/23	pac001	Dec-23	Pace Analytical Services, Inc.	Water Quality Monitoring - Staff	11,255.00
74253	11/29/23	pas002	Oct-Nov 2023	Carol Passi	Employee Benefits, Expenses	316.91
74254	11/29/23	pur001	November 5, 2023	Purchase Power	Postage	470.99
74255	11/29/23	qwe001	Nov 10, 2023	CenturyLink	Project Operations	280.37
74256	11/29/23	ram002	PUBW-020700	Ramsey County	Water Quality Monitoring - Staff	19,859.70
74257	11/29/23	red002	150482207	Redpath & Company, LLC.	Accounting	2,532.80
74258	11/29/23	red003	20231110043028	Red Wing Business Advantage Account	Employee Benefits	590.98
74259	11/29/23	rel001	Dec-23	Reliakor Services	Stewardship Grant Program	42,542.24
74260	11/29/23	rey001	20-02 MTN	Thomas Reynen	Stewardship Grant Program	974.44
74261	11/29/23	roc001	2885	Rock Leaf Water Environmental LLC	Construction Improvements/Project Maint & Rep	8,212.10
74262	11/29/23	rol001	20-18 MTN	Rolling Hills Homeowners Association	Stewardship Grant Program	1,000.00
74263	11/29/23	rou002	20-01 MTN	Round Lake Trail HOA	Stewardship Grant Program	620.80
74264	11/29/23	san003	111323	Sandstrom Land Management	Construction Improvements/Project Maintenance & R	1,000.00
74265	11/29/23	sha001	21-18 MTN	Melissa Sharp	Stewardship Grant Program	708.68
74266	11/29/23	she003	18-03 MTN	Shepherd of the Hills Lutheran Church	Stewardship Grant Program	879.00
74267	11/29/23	sho004	Progress Payment #5	Shoreline Landscaping	Construction Improvements/Project Maint & Rep	40,280.00

**Ramsey Washington Metro Watershed Dist.**  
**Check Register**  
**For the Period From November 1, 2023 to November 30, 2023**

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
74268	11/29/23	sod001	Nov 2023	Nicole Maras	Employee Benefits, Expenses	310.74
74269	11/29/23	spe001	23-09 MTN	Kari Sperry	Stewardship Grant Program	263.07
74270	11/29/23	sta004	23-03 MTN	Ann Starr	Stewardship Grant Program	335.70
74271	11/29/23	str005	1823	Strategic Diversity Initiatives	Training & Education	3,600.00
74272	11/29/23	til002	Nov-23	Joseph S. Tillotson	Employee Benefits, Expenses	374.60
74273	11/29/23	tim002	M28717	Timesaver Off-Site Secretarial, Inc.	Committee/Board Meeting Expenses	272.25
74274	11/29/23	uni012	November 20, 2023	University of Minnesota Foundation	Research Projects	50,000.00
74275	11/29/23	usb002	November 2023 Stmt	U.S. Bank	Oct/Nov Credit Card Expense	3,635.60
74276	11/29/23	van001	91189; December 2023	Vanguard Cleaning Systems of Minnesota	Utilities/Building Services Contracts	770.04
74277	11/29/23	vos002	22-17 MTN	Keith Voss	Stewardship Grant Program	295.28
74278	11/29/23	voy001	8692934232347	US Bank Voyager Fleet Sys.	Vehicle Maintenance	515.25
74279	11/29/23	was002	6269	Washington Conservation District	Outside Program Support	3,369.33
74280	11/29/23	wil007	Dec-23	Patrick Williamson	Employee Benefits	39.37
<b>Total</b>						<b><u>\$498,172.07</u></b>
EFT	11/10/23	myp001	11/10/23	November 10th Payroll	4110-101-000	78.15
EFT	11/24/23	myp001	11/24/23	November 24th Payroll	4110-101-000	84.45
Dir.Dep.	11/10/23	---	Payroll Expense-Net	November 10th Payroll	4010-101-000	31,373.67
EFT	11/10/23	int002	Internal Rev.Serv.	November 10th Federal Withholding	2001-101-000	11,330.40
EFT	11/10/23	mnd001	MN Revenue	November 10th State Withholding	2003-101-000	1,890.48
EFT	11/10/23	per001	PERA	November 10th PERA	2011-101-000	6,822.77
EFT	11/10/23	emp002	Empower Retirement	Employee Def. Comp. Contributions	2016-101-000	1,578.00
EFT	11/10/23	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	1,434.00
Dir.Dep.	11/24/23	---	Payroll Expense-Net	November 24th Payroll	4010-101-000	31,545.33
EFT	11/24/23	int002	Internal Rev.Serv.	November 24th Federal Withholding	2001-101-000	11,361.07
EFT	11/24/23	mnd001	MN Revenue	November 24th State Withholding	2003-101-000	1,890.48
EFT	11/24/23	per001	PERA	November 24th PERA	2011-101-000	6,850.77
EFT	11/24/23	emp002	Empower Retirement	Employee Def. Comp. Contributions	2016-101-000	1,578.00
EFT	11/24/23	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	1,434.00
<b>Payroll/Benefits:</b>						<b><u>\$109,251.57</u></b>
<b>Total</b>					<b>Accounts Payable/Payroll/Benefits:</b>	<b><u>\$607,423.64</u></b>

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From November 1, 2023 to November 30, 2023**

Date	Check #	Vendor ID	Name	Account ID	Description	Amount
11/02/23	EFT	hea002	HealthPartners	4040-101-000	Employee Benefits	\$15,465.91
11/03/23	EFT	met008	MetLife-Group Benefits	4040-101-000	Employee Benefits	1,681.43
11/13/23	74193	aws001	AWS Service Center	4342-101-000	Utilities/Building Services Contracts	330.54
11/13/23	74194	far003	Farnsworth Aerospace Lower Pre-K-4	4370-101-000	Education	431.74
11/13/23	74195	gil001	Gilbert Mechanical Contractors, Inc.	4343-101-000	Bldg./Site Maintenance	9,273.70
11/13/23	74196	haw001	Hawkins, Inc.	4650-101-000	Project Operations	8,181.30
11/13/23	74197	haz002	Hazel Park Preparatory Academy	4370-101-000	Education	385.83
11/13/23	74198	hom001	Home Depot Credit Services	4530-101-000	Water Quality Monitoring - Staff	14.98
11/13/23	74199	inn002	Innovative Office Solutions LLC			5,969.90
				4343-101-000	Bldg./Site Maintenance	259.40
				4703-101-000	Equipment	5710.50
11/13/23	74200	int003	Intereum, Inc.	4703-101-000	Equipment	2,475.00
11/13/23	74201	lan003	Lancer Catering	4372-101-000	Events	5,406.11
11/13/23	74202	let0011	LNFI	4370-101-000	Education	854.14
11/13/23	74203	nsp001	Xcel Energy			1,269.28
				4530-101-000	Water Quality Monitoring - Staff	160.28
				4343-101-000	Bldg./Site Maintenance	866.84
				4650-520-000	Project Operations/Flood Damage Reduction Func	242.16
11/13/23	74204	ram002	Ramsey County	4630-516-000	Construction Improvements/Project Maint & Rep	472.50
11/13/23	74205	rmb001	RMB Environmental Laboratories	4530-101-000	Water Quality Monitoring - Staff	5,145.70
11/13/23	74206	ros004	Roseville Midway Ford	4820-101-000	Vehicle Maintenance	33.24
11/13/23	74207	som001	Eric Sommers	4372-101-000	Events	1,246.00
11/13/23	74208	stu001	Studio Lola	4371-101-000	Communications & Marketing	1,026.25
11/13/23	74209	usb005	US Bank Equipment Finance	4335-101-000	Copier Lease	646.80
11/13/23	74210	van001	Vanguard Cleaning Systems of Minnesota	4342-101-000	Utilities/Building Services Contracts	45.00
11/13/23	74211	voy001	US Bank Voyager Fleet Sys.	4830-101-000	Vehicle Fuel	599.21
11/17/23	74212	int003	Intereum, Inc.	4703-101-000	Equipment	5,108.67
11/29/23	74213	ada002	Adam's Pest Control, Inc.	4342-101-000	Utilities/Building Services Contracts	94.72
11/29/23	74214	ahl001	Paige Ahlborg			239.67
				4040-101-000	Employee Benefits	117.48
				4020-101-000	Employee Expense	92.23
				4365-101-000	Committee/Board Meeting Expense	29.96
11/29/23	74215	and004	Paul Anderson	4682-529-000	Stewardship Grant Program	500.00
11/29/23	74216	bar001	Barr Engineering			174,887.37
				4121-101-000	Engineering Admin	7,487.50
				4129-101-000	Project Feasibility	55.00
				4123-101-000	Engineering Review	6,261.50
				4129-101-000	Project Feasibility	4,005.00
				4129-101-000	Project Feasibility	5,295.50
				4129-101-000	Project Feasibility	470.50
				4129-101-000	Project Feasibility	3,244.00
				4128-520-000	Engineering -Flood Damage	18,078.00
				4129-101-000	Project Feasibility	2,424.80
				4129-101-000	Project Feasibility	1,285.00

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From November 1, 2023 to November 30, 2023**

Date	Check #	Vendor ID	Name	Account ID	Description	Amount
				4129-101-000	Project Feasability	1,478.50
				4520-101-000	WQM-Engineering	282.00
				4122-101-000	Engineering -Permit I & E	30.13
				4124-101-000	Eng. Permit Review	3,895.00
				4661-101-000	SLMP/TMDL Studies	52.00
				4695-101-000	Research Projects	2,404.00
				4695-101-000	Research Projects	795.00
				4695-101-000	Research Projects	2,012.00
				4650-101-000	Project Operations	2,566.00
				4650-101-000	Project Operations	75.00
				4128-518-000	Engineering -Targeted Retrofit	21,091.00
				4128-518-000	Engineering -Targeted Retrofit	5,642.20
				4128-518-000	Engineering -Targeted Retrofit	3,995.00
				4682-529-000	Stewardship Grant Program	4,280.00
				4128-518-000	Engineering -Targeted Retrofit	6,474.87
				4128-518-000	Engineering -Targeted Retrofit	1,346.50
				4129-537-000	Driveway Fish Creek Tributary	4,945.10
				4128-518-000	Engineering -Targeted Retrofit	7,518.10
				4128-520-000	Engineering -Flood Damage	1,008.00
				4128-516-000	Eng. Projects-Maint & Repair	26,961.67
				4128-516-000	Eng. Projects-Maint & Repair	630.00
				4128-516-000	Eng. Projects-Maint & Repair	4,537.00
				4128-516-000	Eng. Projects-Maint & Repair	20,227.00
				4661-101-000	SLMP/TMDL Studies	4,034.50
11/29/23	74217	bar008	Peter Barrett	4682-529-000	Stewardship Grant Program	3,473.77
11/29/23	74218	bat002	Batteries Plus Bulbs	4343-101	Building / Site Maintenance	47.30
11/29/23	74219	bau001	Paul Bauer	4682-529-000	Stewardship Grant Program	745.00
11/29/23	74220	bls001	B & L Supply	4343-101-000	Building / Site Maintenance	113.00
11/29/23	74221	bud002	Nichole Budnicki	4682-529-000	Stewardship Grant Program	756.05
11/29/23	74222	bur002	Tom Burns Consulting, LLC	4171-101-000	District Data Base Project	2,380.00
11/29/23	74223	cad001	Zayo Group, LLC	4530-101-000	Water Quality Monitoring - Staff	202.45
11/29/23	74224	chi002	Linda Chimzar	4682-529-000	Stewardship Grant Program	112.48
11/29/23	74225	chr001	Christ Episcopal Church	4682-529-000	Stewardship Grant Program	1,000.00
11/29/23	74226	chr002	Christ Lutheran Church	4682-529-000	Stewardship Grant Program	10,000.00
11/29/23	74227	com004	Comcast	4342-101-000	Utilities/Building Services Contracts	94.35
11/29/23	74228	daw001	Linda Dawson	4682-529-000	Stewardship Grant Program	212.69
11/29/23	74229	dic001	Carrie Dickson	4682-529-000	Stewardship Grant Program	450.00
11/29/23	74230	fit002	Mary Fitzgerald	4040-101-000	Employee Benefits	146.22
11/29/23	74231	fit003	Emily F. Kamin			46.29
				4040-101-000	Employee Benefits	40.00
				4020-101-000	Employee Expense	6.29
11/29/23	74232	fla001	Lyndsey R. Flaten			872.22
				4040-101-000	Employee Benefits	609.10
				4020-101-000	Employee Expense	152.11
				4530-101-000	Water Quality Monitoring - Staff	111.01
11/29/23	74233	fox002	Cameron Fox	4682-529-000	Stewardship Grant Program	400.00
11/29/23	74234	gal001	Galowitz Olson, PLLC	4131-101-000	Attorney General	7,233.76

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From November 1, 2023 to November 30, 2023**

Date	Check #	Vendor ID	Name	Account ID	Description	Amount	
11/29/23	74235	gra005	Grainger	4530-101-000	Water Quality Monitoring - Staff	108.64	
11/29/23	74236	gri002	Killian Griffin	4682-529-000	Stewardship Grant Program	4,894.57	
11/29/23	74237	inn003	Innovational Water Solutions, Inc	4342-101-000	Utilities/Building Services Contracts	221.40	
11/29/23	74238	int001	Office of MN, IT Services	4310-101-000	Telephone	59.38	
11/29/23	74239	int003	Intereum, Inc.	4703-101-000	Equipment	150.00	
11/29/23	74240	isl002	Island Lake Elementary School	4370-101-000	Education	448.35	
11/29/23	74241	jac005	Brian Jacobson	4682-529-000	Stewardship Grant Program	483.00	
11/29/23	74242	koo001	Michael Koopmeiners	4682-529-000	Stewardship Grant Program	845.06	
11/29/23	74243	kos001	Helen Kosobayashi	4682-529-000	Stewardship Grant Program	7,286.72	
11/29/23	74244	kub001	Kyle W. Kubitz			212.73	
				4040-101-000	Employee Benefits		120.00
				4020-101-000	Employee Expense		16.90
				4530-101-000	Water Quality Monitoring - Staff		75.83
11/29/23	74245	lea003	L. Tracy Leavenworth	4370-101-000	Education	3,986.02	
11/29/23	74246	loe001	Jacob Loewen	4682-529-000	Stewardship Grant Program	431.50	
11/29/23	74247	mel001	Michelle L. Melser			66.99	
				4040-101-000	Employee Benefits		13.83
				4020-101-000	Employee Expense		53.16
11/29/23	74248	met012	Metro-INET	4325-101-000	Roseville IT Services/Web Site/Software/License	6,859.00	
11/29/23	74249	nat007	Native Resource Preservation, LLC.	4682-529-000	Stewardship Grant Program	6,657.60	
11/29/23	74250	ncp001	NCPERS Group Life Ins.	4040-101-000	Employee Benefits	16.00	
11/29/23	74251	nel006	Nicholas J. Nelson			69.30	
				4020-101-000	Employee Expense		39.30
				4350-101-000	Training & Education		30.00
11/29/23	74252	pac001	Pace Analytical Services, Inc.		Water Quality Monitoring - Staff	11,255.00	
11/29/23	74253	pas002	Carol Passi			316.91	
				4040-101-000	Employee Benefits		240.00
				4020-101-000	Employee Expense		76.91
11/29/23	74254	pur001	Purchase Power	4330-101-000	Postage	470.99	
11/29/23	74255	qwe001	CenturyLink	4650-101-000	Project Operations	280.37	
11/29/23	74256	ram002	Ramsey County	4530-101-000	Water Quality Monitoring - Staff	19,859.70	
11/29/23	74257	red002	Redpath & Company, LLC.	4110-101-000	Accounting	2,532.80	
11/29/23	74258	red003	Red Wing Business Advantage Account	4040-101-000	Employee Benefits	590.98	
11/29/23	74259	rel001	Reliakor Services	4682-529-000	Stewardship Grant Program	42,542.24	
11/29/23	74260	rey001	Thomas Reynen	4682-529-000	Stewardship Grant Program	974.44	
11/29/23	74261	roc001	Rock Leaf Water Environmental LLC	4630-516-000	Construction Improvements/Project Maint & Rep	8,212.10	
11/29/23	74262	rol001	Rolling Hills Homeowners Association	4682-529-000	Stewardship Grant Program	1,000.00	
11/29/23	74263	rou002	Round Lake Trail HOA	4682-529-000	Stewardship Grant Program	620.80	
11/29/23	74264	san003	Sandstrom Land Management	4630-516-000	Construction Improvements/Project Maintenance & Repai	1,000.00	
11/29/23	74265	sha001	Melissa Sharp	4682-529-000	Stewardship Grant Program	708.68	
11/29/23	74266	she003	Shepherd of the Hills Lutheran Church	4682-529-000	Stewardship Grant Program	879.00	
11/29/23	74267	sho004	Shoreline Landscaping	4630-516-000	Construction Improvements/Project Maint & Rep	40,280.00	
11/29/23	74268	sod001	Nicole Maras			310.74	
				4040-101-000	Employee Benefits		240.00
				4020-101-000	Employee Expense		70.74
11/29/23	74269	spe001	Kari Sperry	4682-529-000	Stewardship Grant Program	263.07	
11/29/23	74270	sta004	Ann Starr	4682-529-000	Stewardship Grant Program	335.70	



**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From November 1, 2023 to November 30, 2023**

Date	Check #	Vendor ID	Name	Account ID	Description	Amount	
11/29/23	74271	str005	Strategic Diversity Initiatives	4350-101-000	Training & Education	3,600.00	
11/29/23	74272	til002	Joseph S. Tillotson			374.60	
				4040-101-000	Employee Benefits		280.00
				4020-101-000	Employee Expense		52.24
				4530-101-000	Water Quality Monitoring - Staff		42.36
11/29/23	74273	tim002	Timesaver Off-Site Secretarial, Inc.	4365-101-000	Committee/Board Meeting Expenses	272.25	
11/29/23	74274	uni012	University of Minnesota Foundation	4695-101-000	Research Projects	50,000.00	
11/29/23	74275	usb002	U.S. Bank			3,635.60	
				4350-101-000	Training & Education		96.00
				4343-101-000	Building / Site Maintenance		24.80
				4342-101-000	Utilities/Building Services Contracts		13.40
				4343-101-000	Building / Site Maintenance		29.94
				4343-101-000	Building / Site Maintenance		20.00
				4650-101-000	Project Operations		134.96
				4343-101-000	Building / Site Maintenance		45.53
				4325-101-000	Roseville IT Services/Web Site/Software/Licenses		96.37
				4171-101-000	District Data Base Project		97.00
				4040-101-000	Employee Benefits		93.90
				4530-101-000	Water Quality Monitoring - Staff		31.99
				4343-101-000	Building / Site Maintenance		101.40
				4372-101-000	Events		50.99
				4350-101-000	Training & Education		375.00
				4670-101-000	Natural Resources		94.04
				4350-101-000	Training & Education		98.68
				4320-101-000	Office Supplies		18.90
				4371-101-000	Communications and Marketing		50.00
				4371-101-000	Communications and Marketing		2.41
				4320-101-000	Office Supplies		59.81
				4630-516-000	Construction Improvements/Project Maintenance & Repair		1,200.00
				4343-101-000	Building / Site Maintenance		17.26
				4320-101-000	Office Supplies		42.17
				4371-101-000	Communications and Marketing		17.38
				4371-101-000	Communications and Marketing		39.50
				4397-101-000	Health and Safety Program		399.25
				4372-101-000	Events		16.78
				4530-101-000	Water Quality Monitoring - Staff		41.40
				4365-101-000	Committee/Board Meeting Expenses		33.87
				4365-101-000	Committee/Board Meeting Expenses		12.99
				4320-101-000	Office Supplies		77.94
				4372-101-000	Events		200.00
				4171-101-000	District Data Base Project		1.94
11/29/23	74276	van001	Vanguard Cleaning Systems of Minnesota	4342-101-000	Utilities/Building Services Contracts	770.04	
11/29/23	74277	vos002	Keith Voss	4682-529-000	Stewardship Grant Program	295.28	
11/29/23	74278	voy001	US Bank Voyager Fleet Sys.	4820-101-000	Vehicle Maintenance	515.25	
11/29/23	74279	was002	Washington Conservation District	4683-101-000	Outside Program Support	3,369.33	
11/29/23	74280	wil007	Patrick Williamson	4040-101-000	Employee Benefits	39.37	

**Ramsey Washington Metro Watershed Dist.**  
**Cash Disbursements Journal**  
**For the Period From November 1, 2023 to November 30, 2023**

Date	Check #	Vendor ID	Name	Account ID	Description	Amount
<b>Total</b>						<b><u>\$498,172.07</u></b>
11/10/23	EFT	myp001	November 10th Payroll	4110-101-000	November 10th Payroll	78.15
11/24/23	EFT	myp001	November 24th Payroll	4110-101-000	November 24th Payroll	84.45
11/10/23	Dir.Dep.	---	November 10th Payroll	4010-101-000	November 10th Payroll	31,373.67
11/10/23	EFT	int002	November 10th Federal Withholding	2001-101-000	November 10th Federal Withholding	11,330.40
11/10/23	EFT	mnd001	November 10th State Withholding	2003-101-000	November 10th State Withholding	1,890.48
11/10/23	EFT	per001	November 10th PERA	2011-101-000	November 10th PERA	6,822.77
11/10/23	EFT	emp002	Employee Def. Comp. Contributions	2016-101-000	Employee Def. Comp. Contributions	1,578.00
11/10/23	EFT	emp002	Employee IRA Contributions	2018-101-000	Employee IRA Contributions	1,434.00
11/24/23	Dir.Dep.	---	November 24th Payroll	4010-101-000	November 24th Payroll	31,545.33
11/24/23	EFT	int002	November 24th Federal Withholding	2001-101-000	November 24th Federal Withholding	11,361.07
11/24/23	EFT	mnd001	November 24th State Withholding	2003-101-000	November 24th State Withholding	1,890.48
11/24/23	EFT	per001	November 24th PERA	2011-101-000	November 24th PERA	6,850.77
11/24/23	EFT	emp002	Employee Def. Comp. Contributions	2016-101-000	Employee Def. Comp. Contributions	1,578.00
11/24/23	EFT	emp002	Employee IRA Contributions	2018-101-000	Employee IRA Contributions	1,434.00
<b>Payroll/Benefits:</b>						<b><u>\$109,251.57</u></b>
<b>Total</b>				<b>Accounts Payable/Payroll/Benefits:</b>		<b><u>\$607,423.64</u></b>



Summary of Professional Engineering Services During the Period  
October 14, 2023 through November 17, 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	\$77,626.37	\$9,373.63	\$7,487.50	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	\$0.00	4129-101	DW-11
Health and Safety Program Manual Update	\$5,000.00	\$55.00	\$4,945.00	\$55.00	4129-101	DW-13
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	\$53,577.50	\$16,422.50	\$6,261.50	4123-101	DW-13
Project Feasibility Studies						
Emergency Response Plans (communication with cities from 2021 and 2022 efforts)	\$15,000.00	\$7,780.00	\$7,220.00	\$4,005.00	4129-101	DW-19
Kohlman Creek flood damage reduction feasibility study	\$75,000.00	\$77,806.56	-\$2,806.56	\$5,295.50	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	\$965.50	\$4,034.50	\$470.50	4129-101	DW-9, BELT-3
Ames Lake Technical Assistance and Project Planning with St. Paul	\$40,000.00	\$36,032.06	\$3,967.94	\$3,244.00	4129-101	DW-9, BELT-3
Resiliency Study for non-Beltline tributary areas (pre-planning study and evaluation of existing data)	\$150,000.00	\$94,079.50	\$56,920.50	\$18,078.00	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	\$48,855.72	-\$18,855.72	\$2,424.80	4129-101	GC-3
Street Sweeping	\$20,000.00	\$16,756.50	\$3,243.50	\$1,285.00	4129-101	DW-6, DW-15
Retrofit Inventory	\$20,000.00	\$22,123.50	-\$2,123.50	\$1,478.50	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	\$0.00	4520-101	DW-12
Grass Lake Berm Wetland Monitoring	\$12,000.00	\$13,790.10	-\$1,790.10	\$282.00	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	\$1,605.13	\$8,394.87	\$30.13	4122-101	DW-7
Permit Application Review	\$59,000.00	\$41,270.00	\$17,730.00	\$3,895.00	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	\$467.00	\$11,533.00	\$52.00	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	\$14,635.50	\$364.50	\$2,404.00	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	\$58,071.23	\$27,633.77	\$795.00	4695-101	DW-12
Shallow Lake Aeration Study	\$40,000.00	\$37,007.75	\$2,992.25	\$2,012.00	4695-101	DW-12
Project Operations						
2023 Tanners Alum Facility Monitoring	\$17,000.00	\$15,052.04	\$1,947.96	\$2,566.00	4650-101	Tal-3
Fraser/Kreier 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	\$5,533.10	\$29,466.90	\$75.00	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	\$99,416.56	\$80,583.44	\$21,091.00	4128-518	DW-6
Roosevelt Homes	\$77,100.00	\$78,862.82	-\$1,762.82	\$5,642.20	4128-518	DW-6
Targeted Retrofit Projects 2023	\$150,000.00	\$50,354.97	\$99,645.03	\$3,995.00	4128-518	DW-6
Stewardship Grant Program	\$75,000.00	\$27,629.00	\$47,371.00	\$4,280.00	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	\$188,814.05	-\$13,014.05	\$6,474.87	4128-518	LE-3
Pioneer Park Stormwater Reuse	\$151,200.00	\$110,913.60	\$40,286.40	\$1,346.50	4128-518	DW-6
Double Driveway and Fish Creek Tributary Improvements	\$112,200.00	\$61,475.45	\$50,724.55	\$4,945.10	4129-537	FC-2
Cottage Place Wetland Regeneration (2023 Work)	\$20,000.00	\$9,821.10	\$10,178.90	\$7,518.10	4128-518	LE-3, DW-8, DW-14
County Road C Culvert	\$95,000.00	\$4,134.50	\$90,865.50	\$1,008.00	4128-520	
CIP Project Repair & Maintenance						
Routine CIP Inspection and Unplanned Maintenance Identification	\$125,000.00	\$141,756.30	-\$16,756.30	\$26,961.67	4128-516	DW-5
Beltline 5-year Inspection	\$15,000.00	\$55,075.77	-\$40,075.77	\$630.00	4128-516	BELT-2
Beltline Mississippi Branch Outfall Replacement Project	\$240,000.00	\$4,537.00	\$235,463.00	\$4,537.00	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
2024 CIP Maintenance and Repairs	\$150,000.00	\$20,227.00	\$129,773.00	\$20,227.00	4128-516	DW-5
WMP Updates						
WMP Gaps Analysis	\$8,000.00	\$5,662.50	\$2,337.50	\$4,034.50	4661-101	DW-13
total						

Barr declares under the penalties of Law that this Account, **\$174,887.37**  
Claim, or Demand is just and that no part has been paid.

Bradley J. Lindaman, Vice President



**Arbogast Underground Stormwater Filter  
Progress Payment #5**

1.0	Total Completed Through This Period:	<u>\$773,454.39</u>	
2.0	Total Completed Previously Completed:	<u>\$731,054.39</u>	
3.0	Total Completed This Period:		<u>\$42,400.00</u>
4.0	Amount Previously Retained:	<u>\$36,552.72</u>	
5.0	Amount Retained This Period (See Note 1):		<u>\$2,120.00</u>
6.0	Total Amount Retained (See Note 1):	<u>\$38,672.72</u>	
7.0	Retainage Released Through This Period:		<u>\$0.00</u>
8.0	Total Retainage Remaining:	<u>\$38,672.72</u>	
9.0	Amounts Previously Paid:	<u>\$694,501.67</u>	
10.0	Amount Due This Estimate:		<u><u>\$40,280.00</u></u>

Note 1: At rate of 5%.


SUBMITTED BY:

Name: Stephan McLafferty Date: 11/21/2023  
Title: President  
Contractor: Shoreline Landscaping & Contracting

Signature: 

RECOMMENDED BY:

Name: Leslie DellAngelo Date: 11/21/2023  
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 November 21, 2023 for Progress Payment #5**

							(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	1	\$43,500.00	0.5	\$21,750.00	0.5	\$21,750.00
2	B	Traffic and Pedestrian Safety Control Measures	LS	1	\$8,500.00	\$8,500.00	1	\$8,500.00	0.5	\$4,250.00	0.5	\$4,250.00
3	C	Control of Water	LS	1	\$10,000.00	\$10,000.00	1	\$10,000.00	1.0	\$10,000.00	0.0	\$0.00
4	D	Erosion and Sediment Control	LS	1	\$5,000.00	\$5,000.00	1	\$5,000.00	0.5	\$2,500.00	0.5	\$2,500.00
5	E	Salvage and Reinstall Topsoil (P)	CY	100	\$25.00	\$2,500.00	100	\$2,500.00	0.0	\$0.00	100.0	\$2,500.00
6	F	Salvage and Reinstall Landscape Boulders	LS	1	\$800.00	\$800.00	1	\$800.00	1	\$800.00	0	\$0.00
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	1	\$28,560.00	0	\$0.00
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	1	\$6,350.00	0	\$0.00
16	L	MH-4 (48" Precast)	EA	1	\$6,350.00	\$6,350.00	1	\$6,350.00	1	\$6,350.00	0	\$0.00
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	392	\$44,296.00	0	\$0.00
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	10	\$108,600.00	0	\$0.00
24	R	Vault Access Manhole	EA	7	\$2,830.00	\$19,810.00	7	\$19,810.00	7	\$19,810.00	0	\$0.00
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	161	\$9,982.00	0	\$0.00
29	W	Asphalt Road Pavement w/ Compacted Base	SY	125	\$85.00	\$10,625.00	124	\$10,540.00	124	\$10,540.00	0	\$0.00
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	1	\$4,500.00	0	\$0.00
31	Y	Heavy Vehicle Asphalt Pavement w/ Compacted Base	SY	100	\$91.00	\$9,100.00	112	\$10,192.00	112	\$10,192.00	0	\$0.00
32	Y	Asphalt Walk Pavement w/ Compacted Base	SY	425	\$41.30	\$17,552.50	298	\$12,307.40	298	\$12,307.40	0	\$0.00
33	Z	Painted Pavement Markings	LS	1	\$2,500.00	\$2,500.00	1	\$2,500.00	0	\$0.00	1	\$2,500.00
34	AA	Common Topsoil Borrow (MnDOT 3877-1A)	CY	50	\$48.00	\$2,400.00	50	\$2,400.00	0	\$0.00	50	\$2,400.00
35	AB	Seeding (MnDOT Low Maint. Turf Mix)	SY	1000	\$1.50	\$1,500.00	1000	\$1,500.00	0	\$0.00	1000	\$1,500.00
36	AC	Erosion Control Blanket	SY	1000	\$4.00	\$4,000.00	1000	\$4,000.00	0	\$0.00	1000	\$4,000.00
37	AD	Landscape Edging	LF	80	\$5.00	\$400.00	80	\$400.00	0	\$0.00	80	\$400.00
38	AE	Double Shredded Hardwood Mulch	CY	3	\$100.00	\$300.00	3	\$300.00	0	\$0.00	3	\$300.00
39	AF	Herbaceous Plant	EA	12	\$25.00	\$300.00	12	\$300.00	0	\$0.00	12	\$300.00
Contract Base Extensions						\$733,922.50	\$729,462.40		\$687,062.40		\$42,400.00	
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	1	\$8,617.22	0	\$0.00
Change Order Extensions						\$43,991.99	\$43,991.99		\$43,991.99		\$0.00	
Contract Grand Total						\$777,914.49	\$773,454.39		\$731,054.39		\$42,400.00	

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  
November 22, 2023  
File No: 9M

	Balance
General Account	\$3,813.76
FISH CREEK PROJECT	\$2,695.00
Roony Project	\$725.00
	<u>\$7,233.76</u>

# Permit Application Coversheet

Date December 13, 2023

Project Name Shoreview Deluxe Phase II- Seven Lakes

Project Number 23-29

Applicant Name Jake Kurth, Scannell Properties #452, LLC

Type of Development Mixed Use

## Property Description

This project is located at 3660 Victoria Street North, south of I-694 in the City of Shoreview. The applicant is proposing to demolish an existing office/commercial building, and construct a new mixed used medical treatment facility with office, manufacturing, and warehouse space. The total site area is approximately 13 acres. The project represents the second phase in a multi-use development (totaling 50 acres) which is proposed to include future mixed uses (industrial, retail/office, multi-family residential), ref. Phase I Permit #22-23. Subsequent phases of the project will be required to submit separate permit applications and provide or demonstrate sufficient stormwater treatment for those areas. For the current phase, the applicant is proposing to construct three filtration basins to meet District requirements. Filtration is being proposed due to poor soils. Pretreatment methods include sumped inlets.

## Watershed District Policies or Standards Involved:

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

## Water Quantity Considerations

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

## Water Quality Considerations

### *Short Term*

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

### *Long Term*

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

## Staff Recommendation

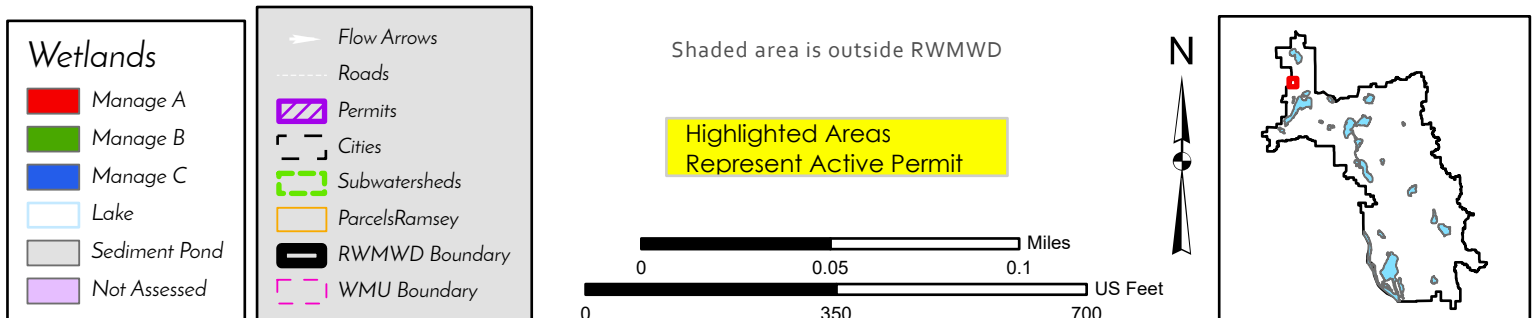
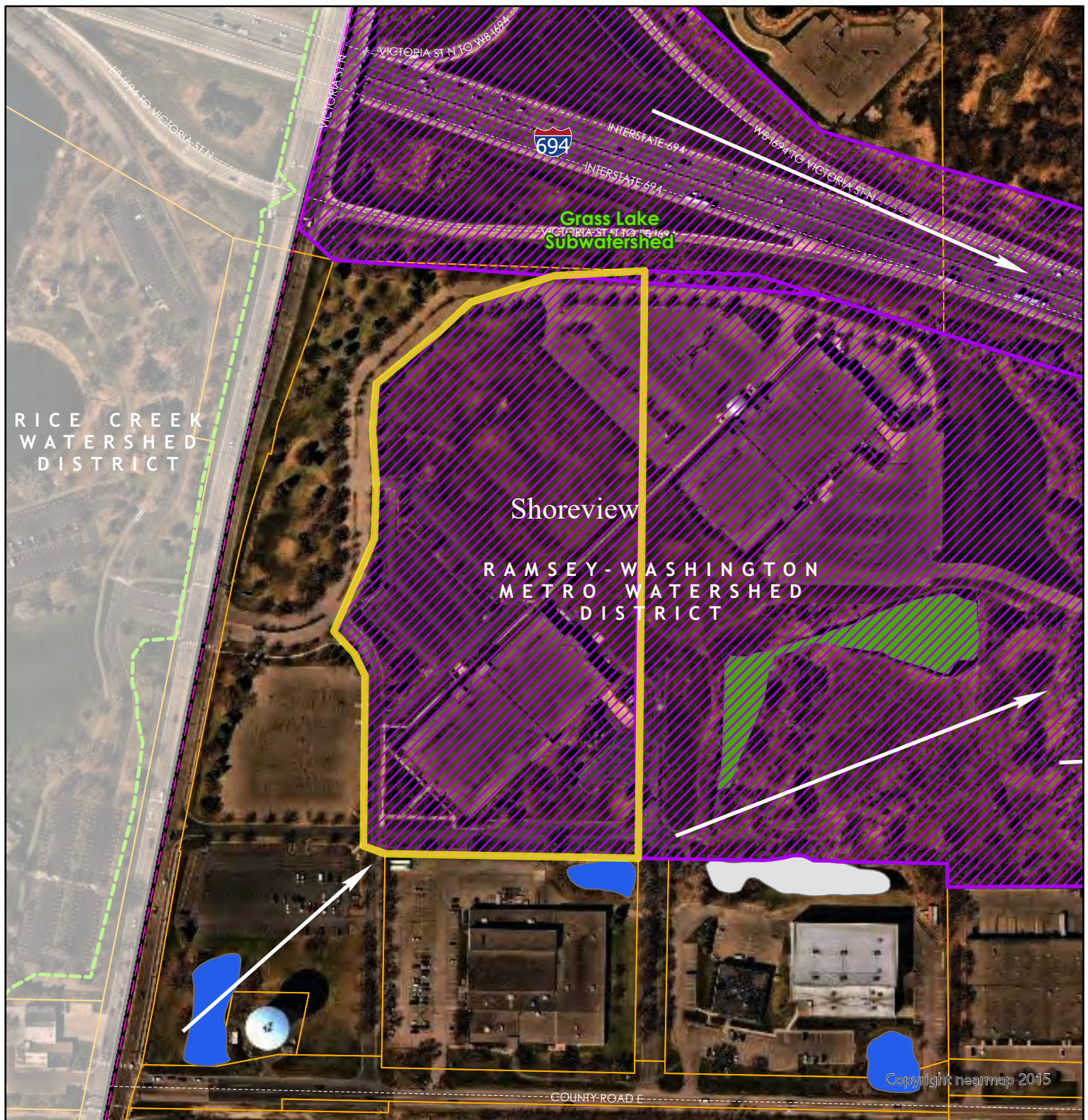
Staff recommends approval of this permit with the special provisions.

## Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan



# #23-29 Shoreview Deluxe Phase II - Seven Lakes



### Special Provisions

1. The applicant shall submit the escrow fee of \$64,500.
2. The applicant shall add notes to the plans:
  - A. Describe best practices for construction of filtration facilities.
  - B. "Notify Nicole Maras, Ramsey-Washington Metro Watershed District, at 651-792-7976 prior to beginning construction activity to schedule an initial erosion control inspection."
  - C. "Notify Nicole Maras, Ramsey-Washington Metro Watershed District, at 651-792-7976 at least 48 hours prior to construction of the filtration 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 an updated BMP Operations & Maintenance Plan that includes additional site-specific details like inspection and maintenance structure locations.
5. The applicant shall submit an executed stormwater maintenance agreement for the proposed stormwater facilities.
6. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the SWPPP.
7. The applicant shall submit an updated stormwater narrative to indicate a provided water quality volume credit of 91,819 that takes into account the 2.5" runoff cap.





# Permit Application Coversheet

Date August 03, 2022

Project Name Shoreview Deluxe Redevelopment Phase I Project Number 22-23

Applicant Name Jake Kurth, Scannell Properties #452, LLC.

Type of Development Industrial

## Property Description

This project is located at 3680 Victoria Street North, south of I-694 in the City of Shoreview. The applicant is proposing to demolish an existing office building and parking lot, and construct two industrial office-warehouse buildings with associated parking and stormwater management. The total site area is 22 acres. The project represents the first phase in an anticipated multi-use development (totaling 50 acres) which is proposed to include future multi-family residential and retail/office uses. Subsequent phases of the project will be required to submit separate permit applications and provide additional stormwater treatment. For the current phase, the applicant is proposing four filtration basins to meet District requirements. An existing stormwater pond on the east side of the site will remain in place. A wetland delineation was completed in 2020. Wetland areas identified were designated as incidental through WCA (Wetland Conservation Act), meaning they are non-historical wetlands unintentionally created due to past mass grading activities and improper parking lot drainage (#20-16 WCA, 21-01 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 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



# Permit Application Coversheet

Date December 13, 2023

Project Name RWMWD 2024 CIP Maintenance/Repairs

Project Number 23-30

Applicant Name Tina Carstens, RWMWD

Type of Development Maintenance

## Property Description

This project is led by Ramsey-Washington Metro Watershed District (RWMWD) and is located at various locations throughout the District. See map included for site locations and descriptions. The project includes maintenance activities related to sediment removal, facility repair, and cattail removal. New boat ramps are proposed at Grass Lake and West Vadnais Lake. Wetland Conservation Act (WCA) approval is required for Site #4. A wetland delineation was completed fall 2023 (#23-26 WCA). All other permits, approvals, and applicable access agreements must be obtained prior to start of construction. Disturbed areas will be restored with native seed. No net fill is proposed in the 100-year floodplain.

## Watershed District Policies or Standards Involved:

- |   |   |
|---|---|
| <input checked="" 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 plans and construction sequencing will result in no net fill in the 100-year floodplain and no loss of 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 the course of construction.

### *Long Term*

There are no long term water quality considerations.

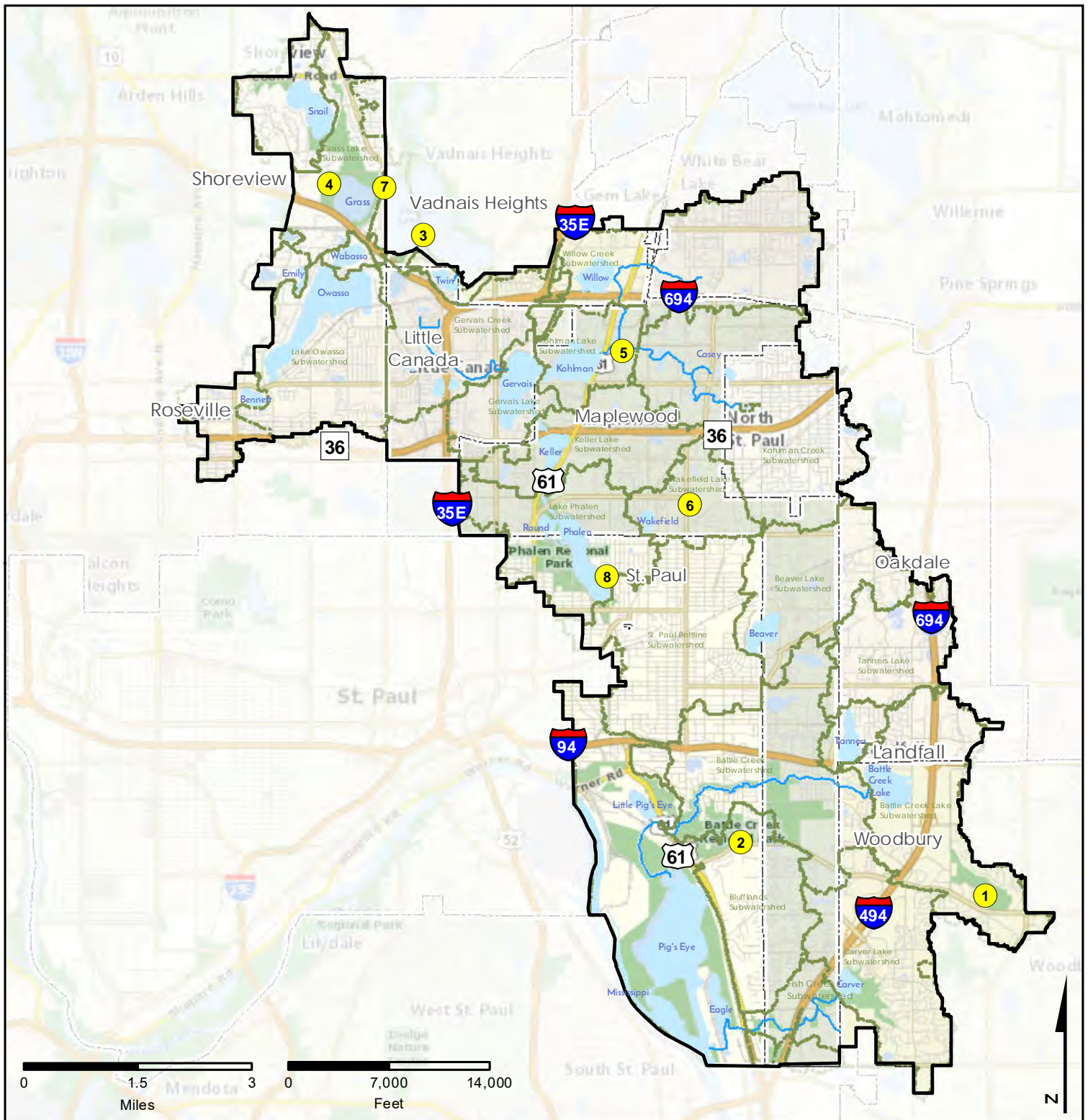
## Staff Recommendation

Staff recommends approval of this permit with the special provisions.

## Attachments:

- ☒ Project Location Map
- ☐ Project Grading Plan

# #23-30 RWMWD 2024 CIP Maintenance/Repairs



Note: Shaded area is outside RWMWD

## Wetlands

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

- Maintenance Sites
- RWMWD Boundary
- Subwatersheds
- Creeks
- City Boundaries

SiteNo	Name	City	Notes
1	Tamarack Swamp PFS Basins	Woodbury	PFS Basins Paver Cleaning/Sweeping
2	Lower Afton Road	Maplewood	Drainageway sediment removal
3	West Vadnais Maintenance Ramp	Vadnais Heights	Boat ramp maintenance
4	Grass Lake Maintenance Ramp	Shoreview	Boat ramp maintenance
5	Kohlman Basin Maintenance	Maplewood	Weirs upflow treatment system
6	Aldrich Arena	Maplewood	Splash Block Repair Plan
7	Rice Street	Shoreview	Grass Lake Drainage Improvements
8	Arlington Pond	Maplewood	Sediment Removal

23-30

### Special Provisions

1. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.
2. The applicant shall confirm all Wetland Conservation Act (WCA) approvals/decisions are in place prior to permit issuance and start of work.

## Minnesota Wetland Conservation Act Notice of Application

<b>Local Government Unit:</b> Ramsey-Washington Metro Watershed District	<b>County:</b> Ramsey
<b>Applicant Name:</b> Tina Carstens (RWMWD) <b>Applicant Representative:</b> Gareth Becker (Barr Engineering)	
<b>Project Name:</b> Grass Lake Boat Ramp <b>LGU Project No. (if any):</b> 23-26 WCA	
<b>Date Complete Application Received by LGU:</b> 11/7/2023	
<b>Date this Notice was Sent by LGU:</b> 11/7/2023	
<b>Date that Comments on this Application Must Be Received By LGU<sup>1</sup>:</b> 11/30/2023	

<sup>1</sup> minimum 15 business day comment period for Boundary & Type, Sequencing, Replacement Plan and Bank Plan Applications

### WCA Decision Type - check all that apply

<input checked="" type="checkbox"/> <b>Wetland Boundary/Type</b>		<input type="checkbox"/> <b>Sequencing</b>		<input type="checkbox"/> <b>Replacement Plan</b>		<input type="checkbox"/> <b>Bank Plan (not credit purchase)</b>	
<input type="checkbox"/> <b>No-Loss (8420.0415)</b>				<input type="checkbox"/> <b>Exemption (8420.0420)</b>			
<b>Part:</b> <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				<b>Subpart:</b> <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)

<b>Total WCA Impact Area Proposed:</b>
--

### Application Materials

<input checked="" type="checkbox"/> Attached <input type="checkbox"/> Other <sup>1</sup> (specify):
---

<sup>1</sup> Link to ftp or other accessible file sharing sites is acceptable.

### Comments on this application should be sent to:

<b>LGU Contact Person:</b> Nicole Maras
<b>E-Mail Address:</b> nicole.maras@rwmwd.org
<b>Address and Phone Number:</b> 2665 Noel Drive, Little Canada MN 55117 651-792-7976
<b>Decision-Maker for this Application:</b>
<input checked="" type="checkbox"/> Staff <input type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other (specify):

### Notice Distribution (include name)

Required on all notices:

<input checked="" type="checkbox"/> SWCD TEP Member: <b>Emily Deering (Ramsey County)</b> <input checked="" type="checkbox"/> BWSR TEP Member: <b>Ben Meyer</b>
<input type="checkbox"/> LGU TEP Member (if different than LGU contact):
<input checked="" type="checkbox"/> DNR Representative: <b>Jim Levitt, Dan Scollan</b>
<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): <b>Karen Wold (Barr Engineering)</b>

### 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 <b>Mary Fitzgerald/Dave Vlasin (RWMWD)</b>

<b>Signature:</b> <i>Nicole Maras</i>	<b>Date:</b> 11/7/2023
--	------------------------

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 December 13, 2023

Project Name Woodbury Central Park Remodel

Project Number 23-31

Applicant Name Kristin Seaman, City of Woodbury

Type of Development Institutional

## Property Description

This project is located at the existing Woodbury Central Park Community Center east of Radio Drive in the City of Woodbury. The southern portion of the project area is located in South Washington Watershed District (SWWD). The applicant is proposing to complete parking lot improvements and building additions. The west parking lot will be primarily mill-and overlay while the east parking lot will be reconstructed. A variety of stormwater practices are proposed to meet stormwater treatment requirements including two filtration basins, an underground infiltration system, porous pavers, and a tree trench. The total site area is 3.5 acres within RWMWD with an additional 0.8 acre in SWWD.

## Watershed District Policies or Standards Involved:

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

## Water Quantity Considerations

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

## Water Quality Considerations

### *Short Term*

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

### *Long Term*

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

## Staff Recommendation

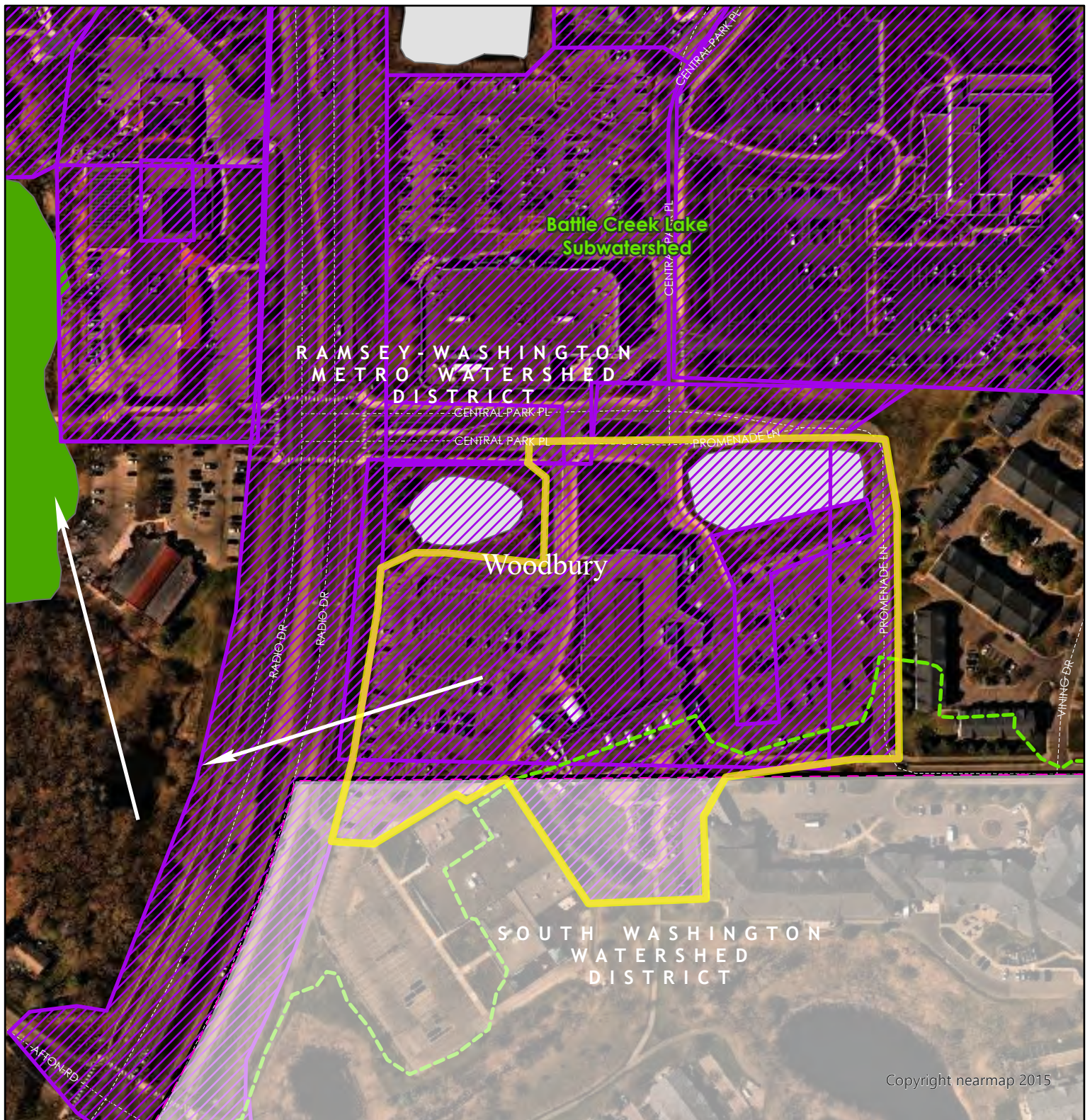
Staff recommends approval of this permit with the special provisions.

## Attachments:

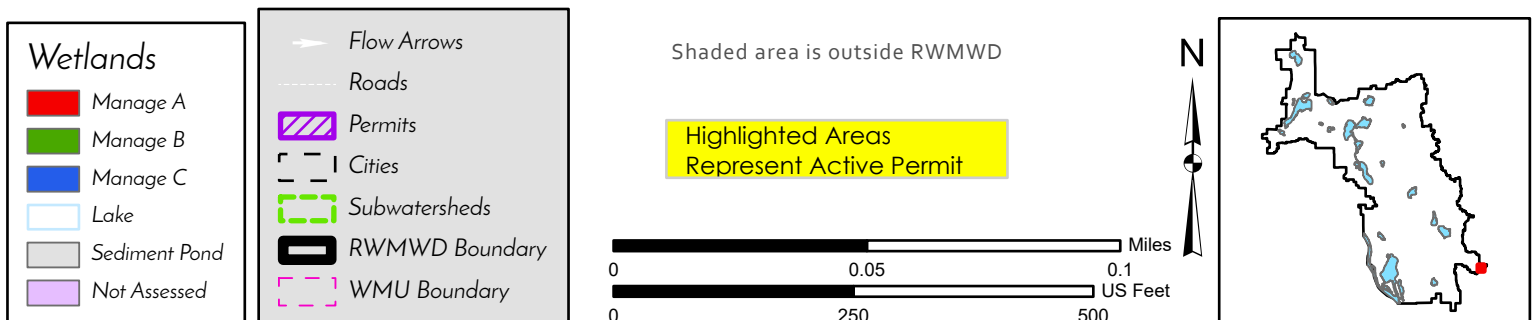
- ☒ Project Location Map
- ☒ Project Grading Plan



# #23-31 Woodbury Central Park Remodel



Copyright nearmap 2015

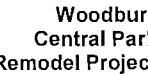


### Special Provisions

1. The applicant shall confirm compliance with NPDES stormwater treatment requirements.
2. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.
3. The applicant shall revise the freeboard table in the stormwater management plan to reflect the correct building First Floor Elevation.
4. The applicant shall submit the final, signed plans set.
5. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).



10 North 5th Street, Suite 100  
Minneapolis, Minnesota 55401  
Telephone 612/584-0000



8595 Central Park  
Woodbury, MN 5512

NO	DESCRIPTION	DATE
3	ADDENDUM 03	11/30/20

[illegible]

### ESSAY: HISTORY - THIS SHEET

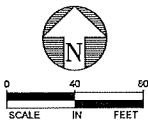
HGA NO: 4859-002-0

OVERALL SITE  
GRADING AND  
DRAINAGE PLAN

DATE: November 1, 20

### Permit Set

# C400



**NOTE:**  
SEE SHEET C001 FOR CIVIL NOTES AND LEGEND

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## Stewardship Grant Application Summary

**Project Name:** Tragiai

**Application Number:** 23-51 CS

**Board Meeting Date:** 12/13/2023

**Applicant Name:** Paul Tragiai

**Residential** ☒

**Commercial/Government** ☐

### Project Overview:

This project is located off East Owasso Lane on the east side of Lake Owasso in the City of Shoreview. The applicant is proposing to install a native shoreline restoration project to add pollinator habitat and address some erosion issues on their property similar to what their neighbors did as part of our Lake Owasso Phase 1 restoration project. There will be some minor grading happening below the 100 year flood elevation of 889.3ft to create a 3:1 slope. The property currently has rip rap onsite which will be adjusted and re-installed to fit the proposed conditions. This activity will not result in any floodplain fill and will be covered under open permit 22-15 RWMWD Lake Owasso Shoreline Restoration.

### BMP type(s):

Shoreline Restoration(1)

### Grant Request:

\$15,000.00

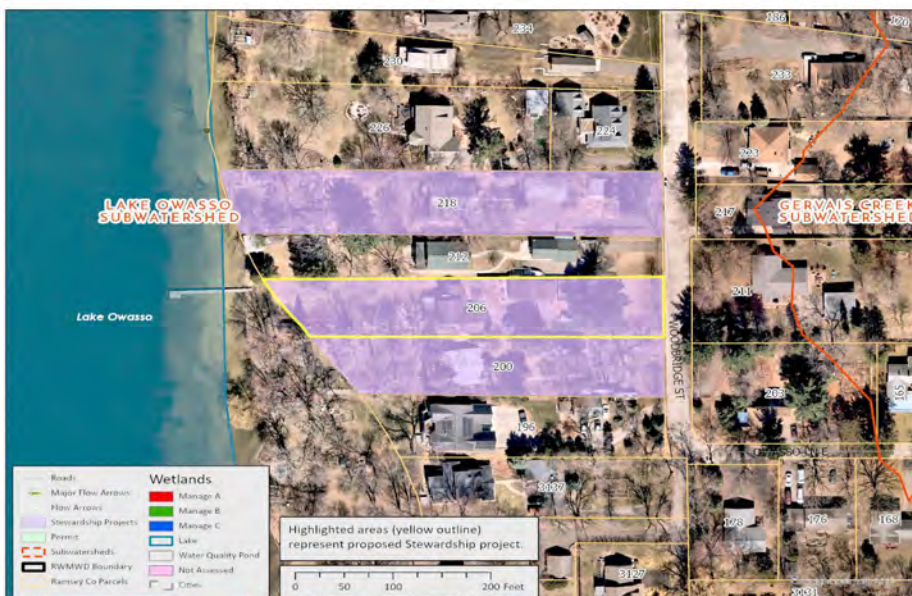
### Recommendation:

Staff recommends approval of this application.

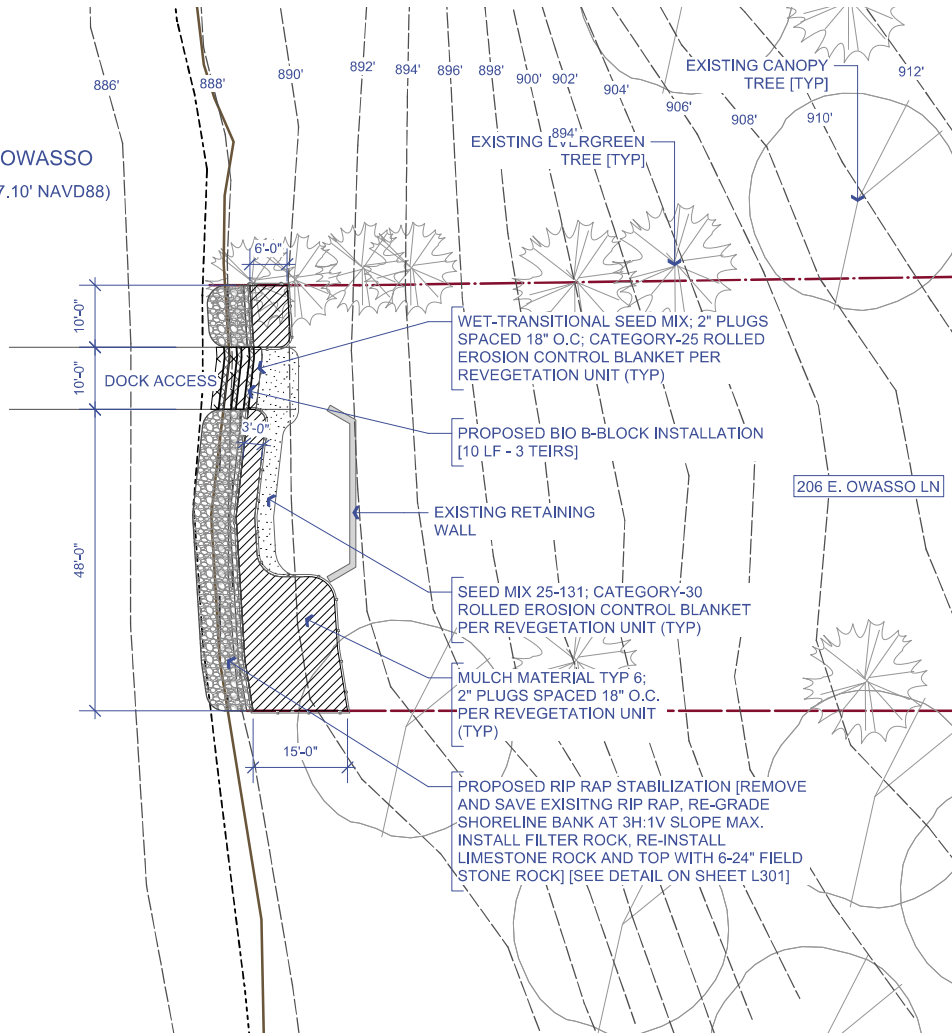
### Subwatershed:

Lake Owasso

### Location Maps:



LAKE OWASSO  
OHW (887.10' NAVD88)



SITE SPECIFIC MATERIALS SCHEDULE			
ITEM NO.	DESCRIPTION	UNIT	QTY
1	NATIVE PERENNIAL: 2" PLUG	EA	246
2	NATIVE PERENNIAL: 4" POT	EA	0
3	TEMPORARY EXCLUSION FENCE	LF	160
4	MULCH MATERIAL TYP 6 (3" DEPTH)	CY	4.25
5	SEED MIXTURE 25-131 (LOW MAINTENANCE TURF)	SF	150
6	ROLLED EROSION PREVENTION CATEGORY 30	SF	150
7	ROLLED EROSION PREVENTION CATEGORY 25	SF	70
8	SEED MIXTURE SPECIAL (NATIVE WET-TRANSITIONAL MIX)	SF	70
9	EXISTING VEGETATION/TURF REMOVAL & SOIL BED PREP.	SF	685

#### LEGEND

- 887.10' ELEVATION (LAKE OWASSO ORDINARY HIGH WATER LEVEL)
- EXISTING SHORELINE LOCATION (APPROXIMATE)
- PARCEL BOUNDARY (APPROX.)
- EXCLUSION FENCE / DISTURBANCE LIMITS
- 2' CONTOUR ELEVATION
- REVEGETATION UNIT-1  
TOTAL AREA: +/- 465 SF
- REVEGETATION UNIT-2  
TOTAL AREA: +/- 70 SF
- REVEGETATION UNIT-3  
TOTAL AREA: +/- 0 SF
- REVEGETATION UNIT-4  
TOTAL AREA: +/- 150 SF
- BIO D-BLOCK SOIL LIFTS  
LENGTH: +/- 10 LF (3 LIFTS HIGH • TOTAL LENGTH OF BLOCK: 30 LF)
- RIP RAP ROCK (NATURAL STONE)  
TOTAL LENGTH: +/- 58 LF

#### NOTES

- PROJECT LAYOUTS & CRITICAL ELEVATIONS SHALL BE STAKED AND VERIFIED BY OWNER REPRESENTATIVE PRIOR TO START AND SHALL REMAIN STAKED THROUGHOUT PROJECT PERIOD.
  - 1.1 • O.H.W.L., 887.10'
- HERBICIDE APPLICATIONS AND SITE PREPARATION SHALL OCCUR PER PROJECT SPECIFICATIONS, REMOVE ALL EXISTING VEGETATION WITHIN PROPOSED PLANTING/SEEDING AREAS.
- DEAD TURF TO REMAIN FOR SOIL STABILIZATION. CONTRACTOR SHALL INSTALL ADDITIONAL EROSION CONTROL FACILITIES IF REQUIRED, AS APPROVED BY OWNER REPRESENTATIVE.
- ALL PLANTINGS INSTALLED BELOW WATER LINE, IN SOFT SOILS, OR IN AREAS SUBMERGED DUE TO WATER FLUCTUATIONS SHALL BE BIO-STAKED TO ANCHOR IN PLACE.
- OWNER REPRESENTATIVE & CONTRACTOR SHALL MARK ANY/ALL UNIQUE ITEMS IN THE FIELD DURING SITE LAYOUT WALKTHROUGH.
- REVEGETATION UNIT-4 MATERIALS SHALL NOT BE INSTALLED BELOW B.F.E., 886.60'; OR AS APPROVED BY OWNER REPRESENTATIVE OR NOTED ON PLANS.
- REVEGETATION UNIT-4 MATERIALS SHALL NOT BE INSTALLED BELOW 887.50'; OR AS APPROVED BY OWNER REPRESENTATIVE.
- CONTRACTOR & LANDOWNER TO COORDINATE MARKING OF PRIVATE UTILITIES AND/OR SPRINKLER SYSTEMS WHERE PRESENT.
- EXISTING RIP RAP TO BE SAVED AND REUSED AS LAYER IN NEW RIP RAP, 6-24" NATURAL FIELD STONE TO BE USED TO TOP DRESS AND ADD RIP RAP ROCK AS NEEDED, RE-GRADE SHORELINE BANK AT 3H:1V SLOPE MAX.
- TEN FOOT WIDE DOCK ACCESS AREA TO BE STABILIZED WITH TIERED BIO D-BLOCK INSTALLATION. SEE PLANS AND DETAILS.
- STABILIZE ALL AREAS DISTURBED OUTSIDE OF PROJECT AREA WITH NATIVE FESCUE SEED MIX OR APPROVED EQUAL.



RAMSEY COUNTY SWCD  
2015 VAN DYKE STREET  
MAPLEWOOD, MN 55109  
651-266-7280  
www.ramseycounty.us

PROJECT: TRAGIAI RESIDENCE

LOCATION:  
206 E. OWASSO LN  
SHOREVIEW, MN 55126

WATERSHED DISTRICT:



DESIGNER: BRIAN T. OLSEN

DATE: 8/9/2023

PAST REVISION:

PAST REVISION:

PAST REVISION:

PAST REVISION:

PAST REVISION:

CHECKED BY:

TAA:

NOTES:

ORIGINAL SHEET SIZE: 11" x 17"

SCALE: 1"=20'-0"



SITE LAYOUT

L101

# Consent Agenda Item

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**Board Meeting Date:** December 13, 2023

**Consent Agenda Item No:** 3E

**Preparer:** Tina Carstens, Administrator

---

**Item Description:** Approval of the 2024 Service Agreement with Washington Conservation District (WCD) for BMP Incentive Program and Water Quality Monitoring.

---

## **Background:**

This is a yearly agreement with WCD to provide technical services for the Stewardship Grant Program, a small amount of water quality monitoring support in Washington County as well as a subwatershed analysis for Carver Lake. The quality of support we receive from WCD in these areas is economical and we have been happy with the work done by the staff. The staff meets with landowners in Washington County, provide education and potentially design BMPs for their properties. The total 2024 agreement is not to exceed \$20,500 for BMP work, \$570 for water monitoring services, and \$2,500 for the subwatershed analysis. This the same amount as 2023 for the BMP work and a \$63 increase for the water monitoring services. For reference, the total paid to Washington Conservation District in 2023 (at the time of this report) is \$10,512.

---

## **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:** Encourage and provide technical assistance to individuals to implement water quality improvement practices at their homes and businesses and in public places.

---

## **Staff Recommendation:**

Approve the service agreement.

---

## **Financial Implications:**

The costs incurred under this agreement are budgeted for through the Stewardship Grant Program Fund.

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## **Board Action Requested:**

Approve the 2024 Service Agreement with Washington Conservation District.

**2024 SERVICE AGREEMENT  
BETWEEN  
WASHINGTON CONSERVATION DISTRICT  
AND RAMSEY WASHINGTON METRO WATERSHED DISTRICT**

**A. PARTIES**

This Agreement is made and entered into by Washington Conservation District, (WCD), and the Ramsey Washington Metro Watershed District (Watershed District).

**B. PURPOSE**

WHEREAS, the Watershed District has requested assistance from the WCD to implement the policies specified in MINN. STAT. §§ 103A.206 and 103D.201; and

WHEREAS, the WCD is authorized to enter agreements to provide such assistance pursuant to MINN. STAT. §§ 103C.331, SUBD. 3 and 7 and 103D.335, subd. 21.

NOW, THEREFORE, the parties agree as follows:

**C. TERM OF AGREEMENT**

The term of this agreement shall be from January 1, 2024 to December 31, 2024 unless extended or terminated earlier as provided herein.

**D. SCOPE OF SERVICES**

The WCD will perform all services and furnish and deliver work products generally described in the attached Exhibits.

**E. COST**

In full consideration for services under this agreement, the WCD shall charge the RWMWD for its services at the rate set forth in Section F. Costs for services for activities detailed in the attached Exhibits include:

Exhibit A: Technical Services for BMP Coast Share Program - \$20,500

Exhibit B: Water Monitoring Services - \$570

Exhibit C: Carver Lake Sub-Watershed Analysis - \$2,500

**Total 2024 Agreement: \$23,507**

Any additional costs for special studies or capital projects must be set forth in a written amendment to this Agreement.

## **F. BILLING RATE AND PAYMENTS**

1. Services in Exhibit A are billed on an hourly basis based on personnel and task. See Exhibit D for current Rate Schedule. Services in Exhibit B are billed on a lump sum basis, and on an actual cost basis for lab and project expenses.  
Invoices for Exhibit A will be sent on a monthly basis, invoices for Exhibit B will be sent on a quarterly basis and both will list specifically the work performed.
2. Project expenses will be billed as they are accrued.
3. Invoices are payable by the RWMWD within 60 days.
4. Office supplies, normal office reproduction expenses, and transportation are included in the hourly rate. Other expenses are to be reimbursed at actual cost.

## **G. EQUAL EMPLOYMENT OPPORTUNITY- CIVIL RIGHTS**

During the performance of this Agreement, the WCD agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, criminal record, creed or national origin, be excluded from full employment rights in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of and all applicable federal and state laws against discrimination including the Civil Rights Act of 1964.

## **H. STANDARDS**

The WCD shall comply with all applicable Federal and State statutes and regulations as well as local ordinances now in effect or hereafter adopted. Failure to meet the requirements of the above may be cause for cancellation of this contract effective the date of receipt of the Notice of Cancellation.

## **I. DATA PRIVACY**

All data collected, created, received, maintained, or disseminated, or used for any purpose in the course of the WCD's performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota 1984, Section 13.01, et seq. Or any other applicable state statutes and state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. The WCD agrees to abide by these statutes, rules and regulations and as they may be amended.

## **J. AUDITS, REPORTS, AND MONITORING PROCEDURES**

The WCD will:

1. Maintain records that reflect all revenues, cost incurred and services provided in the performance of the Agreement.
2. Agree that the County, the State Auditor, or legislative authority, or any of their duly authorized representatives at any time during normal business hours, and as often as they may deem reasonably necessary, shall have access to the rights to examine audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the WCD which are relevant to the contract.

## **K. INDEMNITY**

The WCD and the Watershed District mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless for any and all damages, liability or cost (including reasonable attorneys' fees and costs of defense) arising from their own negligent acts, errors or omissions in the performance of their services under this agreement, to the extent each party is responsible for such damages and losses on a comparative basis of fault. Parties agree to provide proof of contractual liability insurance upon request. This paragraph does not diminish, with respect to any third party, any defense, immunity or liability limit that the WCD or the Watershed District may enjoy under law.

## **L. INDEPENDENT CONTRACTOR**

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the WCD as the agent, representative, or employee of Watershed District for any purpose or in any manner whatsoever. The WCD is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The WCD represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the WCD or other person, while engaged in the performance of any work or services required by the WCD under this Agreement, shall have no contractual relationship with the Watershed District and shall not be considered employees of the Watershed District.

## **M. MODIFICATIONS**

Any material alteration or variation shall be reduced to writing as an amendment and signed by the parties. Any alteration, modification, or variation deemed not to be material by written agreement of the WCD and the Watershed District shall not require written approval.

## **N. MERGER**

It is understood and agreed that the entire agreement of the parties is contained here, except as modified during the term of the Agreement by a writing under Paragraph M above concerning a non-material change, and that this contract supersedes oral agreements and negotiations between the parties relating to this subject matter. All items referred to in this contract are incorporated or attached and deemed to be part of the contract.

## **O. TERMINATION**

Either the WCD or the Watershed District may terminate this Agreement with or without cause by giving the other party ninety (90) days written notice prior to the effective date of such termination. If the Watershed District terminates this Agreement, it may specify work to be performed by the WCD before termination is effective and shall pay the WCD for services performed by the WCD up to the time specified for termination. If the WCD terminates the Agreement, it will not be compensated for part completion of a task except to the extent part completion has value to the Watershed District.

## **P. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY**

All property of the Watershed District used, acquired or created in the performance of work under this Agreement, including documents and records of any kind, shall remain the property of the Watershed District. The Watershed District shall have the sole right to use, sell, license, publish, or otherwise disseminate any product developed in whole or in part during the performance of work under this Agreement.

**2024 SERVICE AGREEMENT  
BETWEEN  
WASHINGTON CONSERVATION DISTRICT  
AND RAMSEY WASHINGTON METRO WATERSHED DISTRICT  
  
RWMWD BMP COST-SHARE PROGRAM**

IN TESTIMONY WHEREOF the parties have duly executed this agreement by their duly authorized officers.

APPROVED:

Watershed District

WCD

BY: \_\_\_\_\_  
District Administrator                      Date

BY: \_\_\_\_\_  
WCD Manager                                      Date

Approval as to form and execution:

\_\_\_\_\_  
Date

## **EXHIBIT A**

### **2024 RWMWD BMP COST-SHARE PROGRAM**

#### **TASKS**

**1. Project Oversight**

All work performed by the WCD will be at the direction of the RWMWD staff.

**2. Landowner Outreach**

Targeted and broad-based outreach techniques will be implemented through a coordinated effort of the RWMWD and WCD. Outreach will be coordinated with educational efforts by the RWMWD.

**3. Project Database**

Project information will be maintained by the RWMWD. Information on assistance provided by the WCD will be regularly communicated to the RWMWD staff Coordinator.

**4. Respond to inquiries from the public**

The RWMWD will act as the primary and first responder to inquiries from the public regarding the BMP Program. The WCD and the RWMWD will jointly provide responses to the public regarding general program information, program eligibility, best management practice information, and general watershed information.

**5. Site Reviews and Project Evaluation**

Initial site visits will be provided by the WCD County-wide and are part of the standard WCD programs and not charged under this contract. Follow-up reviews and subsequent site visits of potential BMP implementation sites will be conducted under this contract. Other activities will include: assessing BMP options which will adequately address the problem, discussing BMP alternatives with landowners, and promoting implementation of BMPs. WCD will assist program applicants with identification of supplemental funding sources if needed. Educational materials will be distributed during the site visit.

**6. BMP Design and Contractor Assistance**

The WCD will coordinate BMP design assistance. Design support will be provided by WCD technical resources and/or obtaining assistance from an appropriate technical agency, organization, or the Watershed District. WCD will assist landowners with obtaining qualified contractors to install BMPs if requested.

**7. Construction Monitoring (Site inspections)**

The WCD will monitor construction activities to verify proper implementation of BMPs.

**8. Miscellaneous Services**

Other services may be provided as requested by the Watershed District to implement and carry out the Program.



## EXHIBIT B

### 2024 WATER MONITORING SERVICES

Lake Gage Monitoring	Type	Labor	Travel Time/Mileage	Lab	Total	Notes
Battle Creek	LEA1	\$190	\$0	\$0	\$190	Install and/or Survey and/or Removal + Watershed/Volunteer Reads
Carver	LEA1	\$190	\$0	\$0	\$190	Install and/or Survey and/or Removal + Watershed/Volunteer Reads
Tanners	LEA1	\$190	\$0	\$0	\$190	Install and/or Survey and/or Removal + Watershed/Volunteer Reads
<b>Total Cost</b>		\$570		\$0	<b>\$570</b>	

## EXHIBIT C

### 2024 RWMWD SUB-WATERSHED ANALYSIS

This Task Order pertains to an Agreement by and between the Ramsey Washington Metro Watershed District, (“OWNER”), and Washington Conservation District, (“PARTNER”). The PARTNER shall perform services on the project described below as provided herein and in the Agreement. This Task Order shall not be binding until it has been properly signed by both parties or a representative of the Owner provides written authorization to proceed. Upon execution, this Task Order shall supplement the Agreement as it pertains to the project described below.

**Task Order:** 2024-WCD-01

**Project Name (s):** Carver Lake Subwatershed Analysis.

- 1. Project(s) Description:** Subwatershed Retrofit Analysis
- 2. Scope of Services:** WCD envisions completing the following tasks during the execution of this Task Order:
  - a. Carver Lake (\$2,500)
    - i. Field Assessment/BMP ID
    - ii. Practice Prioritization
    - iii. Reporting Deliverable

**Total Cost:** not to exceed \$2,500

- 3. Owner Responsibilities:** The estimated compensation for the completion of the tasks identified within *Scope of Services to be Performed by Technical Staff on the Project* is based upon the following assumptions and owner responsibilities:
  - a. The OWNER shall provide all relevant information to be reviewed to the PARTNER at the beginning of the project.
  - b. The OWNER shall make available all previously completed impact analysis, subwatershed planning documents, construction plans, and other related unpublished information within their files considered relevant to the project.
  - c. OWNER staff shall review and provide all written or oral comments concerning the draft work products in a timely manner allowing sufficient time for incorporation into the final work products.

4. **Period of Service:** Initiating one more tasks as described within *Scope of Services to be Performed by PARTNER on the Project* occurs at the time of execution of this Task Order or written notification by a representative of the OWNER. Work described within this Task Order shall be completed by close of business on Dec 31, 2024.
5. **Payment to Partner:** PARTNER will perform the professional services identified within *Scope of Services to be Performed by PARTNER on the Project* on a time and materials basis up to a maximum amount not-to-exceed of \$2,500 (i.e. Total Compensation). PARTNER shall not exceed the Total Compensation during the completion of the task described within this Task Order without prior authorization from the OWNER's designated representative. WCD reserves the right to move dollars across tasks, while remaining within / below the Total Compensation identified within this Task Order.
6. **Other:** OWNER's designated representative for this project is Paige Ahlborg. PARTNER's designated representative for this project is Lori Tella. The designated representative is responsible for the technical work executed under this Task Order.

## **EXHIBIT D**

### **2024 Technical Services Rate Schedule**

The Washington Conservation District shall use the following hourly rate schedule.

AIS Watercraft Inspectors	\$35
Seasonal	\$46
Technician 1	\$66
Technician 1/2	\$70
Technician 1/2/Specialist 1	\$74
Tech 2/Specialist 1/2	\$79
Specialist 1/2/3	\$84
Specialist 2/3/4	\$88
Specialist 3/4/Engineer	\$93
Administrator/Manager	\$105

Technical services provided by the WCD will be billed in accordance with this Rate Schedule. Invoices are sent per the conditions of the agreement and will summarize the work performed. Invoices are payable within 60 days.

Office supplies, in-house reproduction expenses, and transportation are included in the rates noted above. Outsource reproduction, special bulk mailings, equipment, supplies, and other non-ordinary costs are not included. Any direct costs are to be reimbursed at actual cost.

# Consent Agenda Item

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**Board Meeting Date:** December 13, 2023

**Consent Agenda Item No:** 3F

**Preparer:** Tina Carstens, Administrator

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**Item Description:** Approval of the 2024 Service Agreement with Ramsey County – Parks and Recreation Department – Soil & Water Conservation division (SWCD) for the BMP Incentive Program.

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## **Background:**

This is a yearly agreement with the Ramsey SWCD to provide technical services for the Stewardship Grant Program in Ramsey County. The quality of support we receive from SWCD in this area is economical and we have been happy with the work done by the staff. The staff meets with landowners in Ramsey County, provides education and potentially designs BMPs for their properties. The total 2024 agreement is a not to exceed \$80,000 for BMP work. This amount is increased by \$5,000 from our 2023 agreement which takes into account an increase in hourly fees as well as time allotted for tree watering on some maintenance sites. For reference, the total paid to in 2023 (at the time of this report) is \$59,531.

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## **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:** Encourage and provide technical assistance to individuals to implement water quality improvement practices at their homes and businesses and in public places.

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## **Staff Recommendation:**

Approve the service agreement.

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## **Financial Implications:**

The costs associated under this agreement are budgeted for through the Stewardship Grant Program Fund.

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## **Board Action Requested:**

Approve the 2024 Service Agreement with Ramsey County – Parks and Recreation Department – Soil & Water Conservation division (SWCD) for the BMP Incentive Program.

**2024 SERVICE AGREEMENT  
BETWEEN  
RAMSEY COUNTY  
AND RAMSEY- WASHINGTON METRO WATERSHED DISTRICT  
RWMWD STEWARDSHIP PROGRAM**

**A. PARTIES**

This is an Agreement between Ramsey County, a political subdivision of the State of Minnesota, on behalf of its Parks & Recreation department – Soil & Water Conservation division (SWCD), 2015 Van Dyke Street, Maplewood, MN 55109, and the Ramsey-Washington Metro Watershed District (Watershed District), 2665 Noel Drive, Little Canada, MN 55117.

**B. PURPOSE**

The Watershed District has requested assistance from the SWCD to provide technical services to support the Stewardship Grant Program and other duties as requested; and  
This Agreement is authorized pursuant to the provisions of Minnesota Statutes §Chapter 412 and Minnesota Statutes §471.59.

**C. TERM OF AGREEMENT**

The term of this agreement shall be from January 1, 2024 to December 31, 2024 unless extended or terminated earlier as provided herein.

**D. SCOPE OF SERVICES**

The SWCD will perform all services and furnish and deliver work products generally described in the attached Exhibits.

**E. COST**

In full consideration for services under this agreement, the Watershed District will compensate the SWCD for providing the services listed in Exhibit A, on an hourly basis, not to exceed \$80,000 during the term of this agreement.

Any additional costs must be approved by the Watershed District.

**F. BILLING RATE AND PAYMENTS**

The Watershed District will pay the SWCD the amount of the cost for services invoiced by the SWCD, within 35 days after receipt, based on the fee schedule listed in Exhibit B of this agreement. Project expenses will be billed as they are accrued. Office supplies, normal office reproduction expenses, and transportation are included in the hourly rate. Other expenses are to be reimbursed at actual cost.



## **G. EQUAL EMPLOYMENT OPPORTUNITY- CIVIL RIGHTS**

During the performance of this Agreement, the SWCD agrees to the following:

No person shall, on the grounds of race, color, religion, age, sex, disability, marital status, public assistance, criminal record, creed or national origin, be excluded from full employment rights in, be denied the benefits of, or be otherwise subjected to discrimination under any program, service, or activity under the provisions of and all applicable federal and state laws against discrimination including the Civil Rights Act of 1964.

## **H. STANDARDS**

The SWCD shall comply with all applicable Federal and State statutes and regulations as well as local ordinances now in effect or hereafter adopted. Failure to meet the requirements of the above may be cause for cancellation of this contract effective the date of receipt of the Notice of Cancellation.

## **I. DATA PRIVACY**

All data collected, created, received, maintained, or disseminated, or used for any purpose in the course of the SWCD's performance of the Agreement is governed by the Minnesota Government Data Practices Act, Minnesota Statutes, Chapter 13 (the Act), or any other applicable state statutes and state rules adopted to implement the Act, as well as state statutes and federal regulations on data privacy. The SWCD agrees to abide by these statutes, rules and regulations and as they may be amended.

## **J. AUDITS, REPORTS, AND MONITORING PROCEDURES**

The SWCD will:

1. Maintain records that reflect all revenues, cost incurred, and services provided in the performance of the Agreement.
2. Agree that the SWCD, the State Auditor, or legislative authority, or any of their duly authorized representatives at any time during normal business hours, and as often as they may deem reasonably necessary, shall have access to the rights to examine audit, excerpt, and transcribe any books, documents, papers, records, etc., and accounting procedures and practices of the SWCD which are relevant to the contract.

## **K. INDEMNITY**

The SWCD and the Watershed District mutually agree, to the fullest extent permitted by law, to indemnify and hold each other harmless for any and all damages, liability or cost (including reasonable attorneys' fees and costs of defense) arising from their own negligent acts, errors or omissions in the performance of their services under this agreement, to the extent each party is responsible for such damages and losses on a comparative basis of fault. Parties agree to provide proof of contractual liability insurance upon request. This paragraph does not diminish, with respect to any third party, any defense, immunity or liability limit that the SWCD or the Watershed District may enjoy under law.

## **L. INDEPENDENT CONTRACTOR**

It is agreed that nothing herein contained is intended or should be construed in any manner as creating or establishing the relationship of co-partners between the parties hereto or as constituting the SWCD as the agent, representative, or employee of Watershed District for any purpose or in any manner whatsoever. The SWCD is to be and shall remain an independent contractor with respect to all services performed under this Agreement.

The SWCD represents that it has, or will secure at its own expense, all personnel required in performing services under this Agreement. Any and all personnel of the SWCD or other person, while engaged in the performance of any work or services required by the SWCD under this Agreement, shall have no contractual relationship with the Watershed District and shall not be considered employees of the Watershed District.

#### **M. MODIFICATIONS**

Any material alteration or variation shall be reduced to writing as an amendment and signed by the parties. Any alteration, modification, or variation deemed not to be material by written agreement of the SWCD and the Watershed District shall not require written approval.

#### **N. MERGER**

It is understood and agreed that the entire agreement of the parties is contained here, except as modified during the term of the Agreement by a writing under Paragraph M above concerning a non-material change, and that this contract supersedes oral agreements and negotiations between the parties relating to this subject matter. All items referred to in this contract are incorporated or attached and deemed to be part of the contract.

#### **O. TERMINATION**

Either the SWCD or the Watershed District may terminate this Agreement with or without cause by giving the other party ninety (90) days written notice prior to the effective date of such termination. If the Watershed District terminates this Agreement, it may specify work to be performed by the SWCD before termination is effective and shall pay the SWCD for services performed by the SWCD up to the time specified for termination. If the SWCD terminates the Agreement, it will not be compensated for part completion of a task except to the extent part completion has value to the Watershed District.

#### **P. OWNERSHIP OF DOCUMENTS AND INTELLECTUAL PROPERTY**

All property of the Watershed District used, acquired or created in the performance of work under this Agreement, including documents and records of any kind, shall remain the property of the Watershed District. The Watershed District shall have the sole right to use, sell, license, publish, or otherwise disseminate any product developed in whole or in part during the performance of work under this Agreement.

**2024 SERVICE AGREEMENT  
BETWEEN  
RAMSEY COUNTY  
AND RAMSEY- WASHINGTON METRO WATERSHED DISTRICT  
RWMWD BMP COST-SHARE PROGRAM**

IN TESTIMONY WHEREOF the parties have duly executed this agreement by their duly authorized officers.

APPROVED:

Watershed District

Ramsey County

BY: \_\_\_\_\_  
Board President Date

BY: \_\_\_\_\_  
County Manager Date

BY: \_\_\_\_\_  
RWMWD Administrator Date

BY: \_\_\_\_\_  
Parks and Recreation Director Date

Approved as to form:

BY: \_\_\_\_\_  
County Attorney Date

## EXHIBIT A

### 2024 RWMWD BMP COST-SHARE PROGRAM

#### TASKS

**1. Project Oversight**

All work performed by the SWCD will be at the direction of the RWMWD staff.

**2. Landowner Outreach**

Targeted and broad-based outreach techniques will be implemented through a coordinated effort of the RWMWD and SWCD. Outreach will be coordinated with educational efforts by the RWMWD.

**3. Project Database**

Project information will be maintained by the RWMWD. Information on assistance provided by the SWCD will be regularly communicated to the RWMWD staff Coordinator.

**4. Respond to inquiries from the public**

The RWMWD will act as the primary and first responder to inquiries from the public regarding the BMP Program. The SWCD and the RWMWD will jointly provide responses to the public regarding general program information, program eligibility, best management practice information, and general watershed information.

**5. Site Reviews and Project Evaluation**

Initial site visits, follow-up reviews and subsequent site visits of potential BMP implementation sites will be conducted under this contract. Other activities will include: assessing BMP options which will adequately address the problem, discussing BMP alternatives with landowners, and promoting implementation of BMPs. SWCD will assist program applicants with identification of supplemental funding sources if needed. Educational materials will be distributed during the site visit.

**6. BMP Design and Contractor Assistance**

The SWCD will coordinate BMP design assistance. Design support will be provided by SWCD technical resources and/or obtaining assistance from an appropriate technical agency, organization, or the Watershed District. SWCD will assist landowners with obtaining qualified contractors to install BMPs if requested.

**7. Construction Monitoring (Site inspections)**

The SWCD will monitor construction activities to verify proper implementation of BMPs.

**8. Miscellaneous Services**

Other services may be provided as requested by the Watershed District to implement and carry out the Program.

## **EXHIBIT B**

### **FEE SCHEDULE**

Services in Exhibit A are billed on an hourly basis at the rate of \$80.00 per hour, for all SWCD staff.

\* \* \* \* \*

# Permit Program

\* \* \* \* \*





# RAMSEY-WASHINGTON

## METRO WATERSHED DISTRICT

### MEMORANDUM

**Date:** December 13<sup>th</sup>, 2023

**To:** Board of Managers and Staff

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

**Subject:** November Enforcement Action Report

During November 2023:

<b>Number of Violations:</b>	<b>17</b>
Install/Maintain Inlet Protection	2
Install/Maintain Perimeter Control	3
Install/Maintain Construction Entrance	2
Sweep Streets	2
Stabilize Exposed Soils	1
Contain Liquid/Solid Wastes	3
Remove Discharged Sediment	1
Install Up-Gradient BMPs	1
General Permit Requirements	2

### 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, permit close-out inspections, initial erosion control walk-throughs at new permit sites, ADS lunch and learn, all-staff DEIA training, Recognition Dinner, DEIA workgroup meeting, Minnesota Watersheds annual conference with a presentation on the MN Water Workforce Pilot Program, Minnesota Science Museum GEOPaths mentorship kick-off meeting, MECA Construction Stormwater Q&A webinar

### Single Lot Residential Permits Approved by Staff:

None

### **Permits Closed:**

19-38 McKnight Road-Anchor Block Commons (North St. Paul)  
20-08 Meadowood Villas (Woodbury) --WITHDRAWN  
22-07 North St. Paul 2022 SIP (North St. Paul)  
22-11 St. Paul Wheelock Parkway Improvements (St. Paul)

### **Site updates:**

#### **21-16 Metro Transit Gold Line BRT (various cities; public project)**

The first full major construction year is wrapping up for the Gold Line Bus Rapid Transit project from downtown St. Paul to Woodbury. District staff have been regularly inspecting the site for erosion and sediment control since fall 2022 (with a hiatus during winter frozen conditions 2022-2023). During the past month the site was inspected on November 1<sup>st</sup> (non-compliant) and November 21<sup>st</sup> (compliant). The main items of concern were lack of soil stabilization and the need for dewatering to provide storage for future rain events. Staff communicated to the project team early in the month that the acreage of open soil made the site vulnerable to rain events. Later in the month temporary soil stabilization efforts had improved, and the site is in a better position to move into winter. Staff will continue to inspect until widespread snow cover and frozen conditions, then will resume regular walk-throughs with the project team in spring 2024. Bridge work is planned for winter 2023-2024, but the majority of earth-moving work for this year is complete. Gold Line is expected to begin service in 2025.



#### **23-17 The Heights (St. Paul, public project)**

Mass grading continues through the month of November at The Heights project, formerly Hillcrest golf course. Due to repeat erosion and sediment control issues at the site, the project owners have hired a new SWPPP inspector to ensure all erosion and sediment control items are diligently managed and inspected given the large site size and complexity of the project. The hired SWPPP inspector and RWMWD inspection staff are conducting joint inspections of the project site and prepare inspection reports. These joint inspections have helped ensure all areas of





the project are inspected, and that action items are more quickly addressed. The District has seen more consistent compliance since this implementation.

The site has installed many acres of temporary stabilization in preparation for winter. There are a few areas remaining to grade, likely through the month of December and into January. After this grading work is complete, the site will be mostly inactive for the rest of winter. Inspection staff will continue joint inspections through grading activity, monitoring temporary stabilization activities, checking temporary sediment basin water levels, construction track-out, and other relevant items.

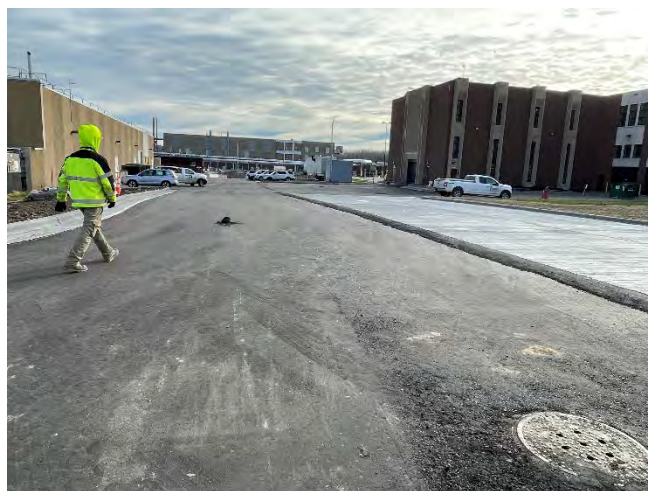
### **23-03 Ramsey County Hodgson Road Reconstruction (Shoreview, public project)**

Construction for 2023 is wrapping up at the Hodgson Road reconstruction project, with the road segment from Bridge Court to Snail Lake Road approaching completion. The site was unable to complete landscaping this year, so the soil has been temporarily stabilized in the boulevards until this can be completed in spring of 2024. Other open soil areas related to future BMP locations have also been temporarily stabilized for winter. Inspection staff will resume regular inspection walk-throughs with Ramsey County Public Works staff and the contractor in spring of 2024.



### **23-21 MWWTP Lab Services Building (St Paul, public project)**

The Metropolitan Wastewater Treatment Plant Lab Services building project has made significant milestones towards winter preparation with most of the project either paved or temporarily stabilized using a hydroseed product. Contractors at this



project have been diligent through construction to ensure their inspections are always completed, action items taken care of quickly, and all relevant information communicated to RWMWD. District staff have been impressed with the onsite team's attentiveness to erosion and sediment control practices throughout the project.

## MEMORANDUM

**Date:** December 13, 2023  
**To:** RWMWD Board of Managers  
**From:** Nicole Maras, Permit Coordinator  
**Subject:** The Heights Redevelopment- Proposed Public Amenities Presentation/Discussion

The Heights mixed used development is located at the former Hillcrest Golf Course. This 100+ acre site being developed by the St. Paul Port Authority is currently undergoing demolition, soil remediation, and mass grading. The initial phases of redevelopment were approved by the Board of Managers in June 2023 (Permit #23-17). This permit included permanent wetland impacts with onsite mitigation. The previously approved #23-17 variance request is enclosed as a reference for wetland buffer widths.

The next phases of redevelopment will include shared stormwater facilities, public roadways, utilities, and public amenities/open spaces. This phase is at 60% design, and preliminary comments were provided to the applicant regarding stormwater design in November 2023. District staff have also participated in meetings with the City of St. Paul to discuss proposed public amenities like sidewalks/trails, boardwalks, and open space with LHB, the Port Authority's consultant. LHB will lead a presentation this evening to introduce the proposed public amenities, as some are proposed to be located in and around the wetland areas and will require a subsequent variance request to District Rule E, which calls for a 'no-disturb' buffer.

No formal board action is being requested, but it would be helpful for the project team to understand any preliminary concerns with what's being proposed and to answer the board's questions so they can progress further into final design. These same conversations are taking place between the developer and city staff, so it's a good time to gather input from the RWMWD board.

## Memorandum

To: Nicole Soderholm, Ramsey Washington Metro Watershed District

From: Alison Harwood, WSB

Date: April 18, 2023

Re: Saint Paul Port Authority – The Heights Development  
Wetland Buffer Variance Request  
WSB Project No. 13987-000

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The Saint Paul Port Authority (SPPA) respectfully requests a variance from the buffer rule for their project, The Heights. The request is for both temporary disturbance within the buffer and deviation from the buffer width requirements for the mitigation wetlands (Mitigation Wetland D and H). These activities will occur during Phases I – III of the project, which includes demolition, soil remediation, and mass grading.

### Temporary buffer impacts

The Heights site is highly contaminated and will require soil remediation prior to any future public use. Soil remediation across the site will require disturbance within wetland buffer areas. Avoidance of the buffer areas is not feasible because all site contamination needs to be removed to allow public use of the site. Following remediation and site grading, buffer areas will be re-vegetated with native species as outlined in the plans and erosion control measures will be in place. SPPA respectfully requests a variance to allow the temporary disturbance of the buffer areas.

### Buffer Width

Watershed District staff have indicated that the Watershed Plan implies that buffers around wetland mitigation areas should meet the Manage A widths (75-foot average, 37.5-foot minimum). Buffers are being provided around all wetlands remaining and created on the site following construction as outlined in the table below:

Wetland ID	Management Classification	Watershed District Buffer Requirements (in feet)		Proposed Buffer Design (in feet)	
		Average Width	Minimum Width	Average Width	Minimum Width
Wetland C	B	50	25	56	25
Wetland D	C	25	12.5	39	26
Wetland H	Manage 2 (C)	25	12.5	53	25
Mitigation Wetland D	A	75	37.5	55	28
Mitigation Wetland H	A	75	37.5	53	33



Buffers proposed for each wetland are outlined below.

*Wetland C:* Wetland buffers cannot extend into the public right-of-way of McKnight Road. Wetland C is positioned along the eastern border of the project area, along McKnight Road. Buffers outside of the right-of-way will meet the average and minimum wetland buffer widths.

*Wetland D:* Buffers will meet the average and minimum wetland buffer widths.

*Wetland H:* Buffers will meet the average and minimum wetland buffer widths.

*Mitigation Wetland D:* The average buffer width is 55 feet, with buffers along the western side of the wetland averaging approximately 80 feet. Wetland D, and its buffer, is also located west of this wetland, adding additional natural area to this wetland mitigation site and further meeting the intent of the buffer rule by providing additional water quality treatment for runoff and habitat for area wildlife. On the east side of the wetland, the right-of-way for McKnight Road limits the area available for upland buffer. The proposed upland buffer maximizes the available space to the east. The upland buffers proposed north and south of the mitigation wetland also maximize the space available with the northern buffer abutting the Montana Avenue right-of-way and the southern buffer abutting a proposed bituminous pathway.

Providing transportation and pedestrian access throughout the site is integral to the success of the project and to conform with the master plan which had extensive public input. On the north side of Mitigation Wetland D, the proposed Montana Avenue provides central access to the site off McKnight Road. The proposed roadway is an extension of the existing Montana Avenue east of McKnight, so the intersections are aligned. Shifting the roadway further north would misalign the intersections, creating issues with traffic flow and safety. Therefore, shifting the road to add additional buffer to the north side of Mitigation Wetland D is not feasible. On the south side, the location of the proposed bituminous pathway limits the extent of the buffer. The bituminous path has been located to provide access through the central portion of the site. The development pad south of the path has been sized to the needs of potential users. Reducing the size of this lot is not feasible because it would limit the users and ultimately the potential for job creation. This would make it difficult to achieve the 1,000 jobs goal of the master plan since lots have already been reduced from master plan size by City and County requirements for right-of-way and by the site topography.

*Mitigation Wetland H:* The average buffer width is 53 feet. On the east side of the wetland, the right-of-way for McKnight Road limits the area available for upland buffer. The proposed upland buffer maximizes the available space to the east. The upland buffers proposed north and south of the mitigation wetland also maximize the space available with the northern buffer abutting the proposed Arlington Avenue right-of-way and the southern buffer abutting a proposed bituminous pathway along the existing Ivy Avenue. The proposed Arlington Avenue is positioned to align with the existing Arlington Avenue located east of McKnight Road. Shifting the roadway further north would misalign the intersections, creating issues with traffic flow and safety. Therefore, shifting the road to add additional buffer to the north side of Mitigation Wetland H is not feasible. On the west side of Mitigation Wetland H the average buffer width is 50 feet. To meet Wetland Conservation Act design requirements, the buffers slopes must not exceed 8:1 slopes. Significant topography in this area and the needs for lot size limit the ability to grade further upslope. As currently designed, the buffer consists of an 8:1 slope to 50 feet. A 10-foot-tall retaining wall is proposed outside of the 50-foot buffer to maintain the size of the development pad to that necessary for the proposed users. Adding an additional 25 feet of buffer space would result in a retaining wall that would be approximately 15 feet tall and would further reduce the size of the adjacent development pad. The resulting development pad would not be large enough to fit the needs of proposed user. This would not allow SPPA to meet the 1,000 jobs goal of the master



plan. Lots have already been reduced from master plan size by City and County requirements for right-of-way and by the site topography. SPPA has endeavored to provide as much buffer space as feasible given the existing site conditions and development requirements and respectfully requests a variance from the buffer rule for this area.

Development of the final design of The Heights continues and subsequent variance requests may be submitted at a later phase for green area amenities such as nature play areas, boardwalks, and natural pathways to allow public access.

If you have any questions about this variance request, please contact me at [aharwood@wsbeng.com](mailto:aharwood@wsbeng.com) or 612.360.1320.





# THE HEIGHTS

## RWMWD BOARD UPDATE

12.13.2023 | ST. PAUL PORT AUTHORITY





# LANDSCAPE DESIGN APPROACH

How does the landscape approach and design of the public realm support “The Heights” vision?

- Incorporating Play and Gathering
  - Playful use of materials, color, form
  - Including **interactive** elements
  - **Placemaking**
- Expressing Sustainability
  - Embracing urban wilderness to create habitat
  - Reclaimed materials with a modern twist
  - Incorporating regenerative design
  - Allowing **processes to be seen** (i.e. stormwater)
- Vegetative Diversity & Marking Seasonality

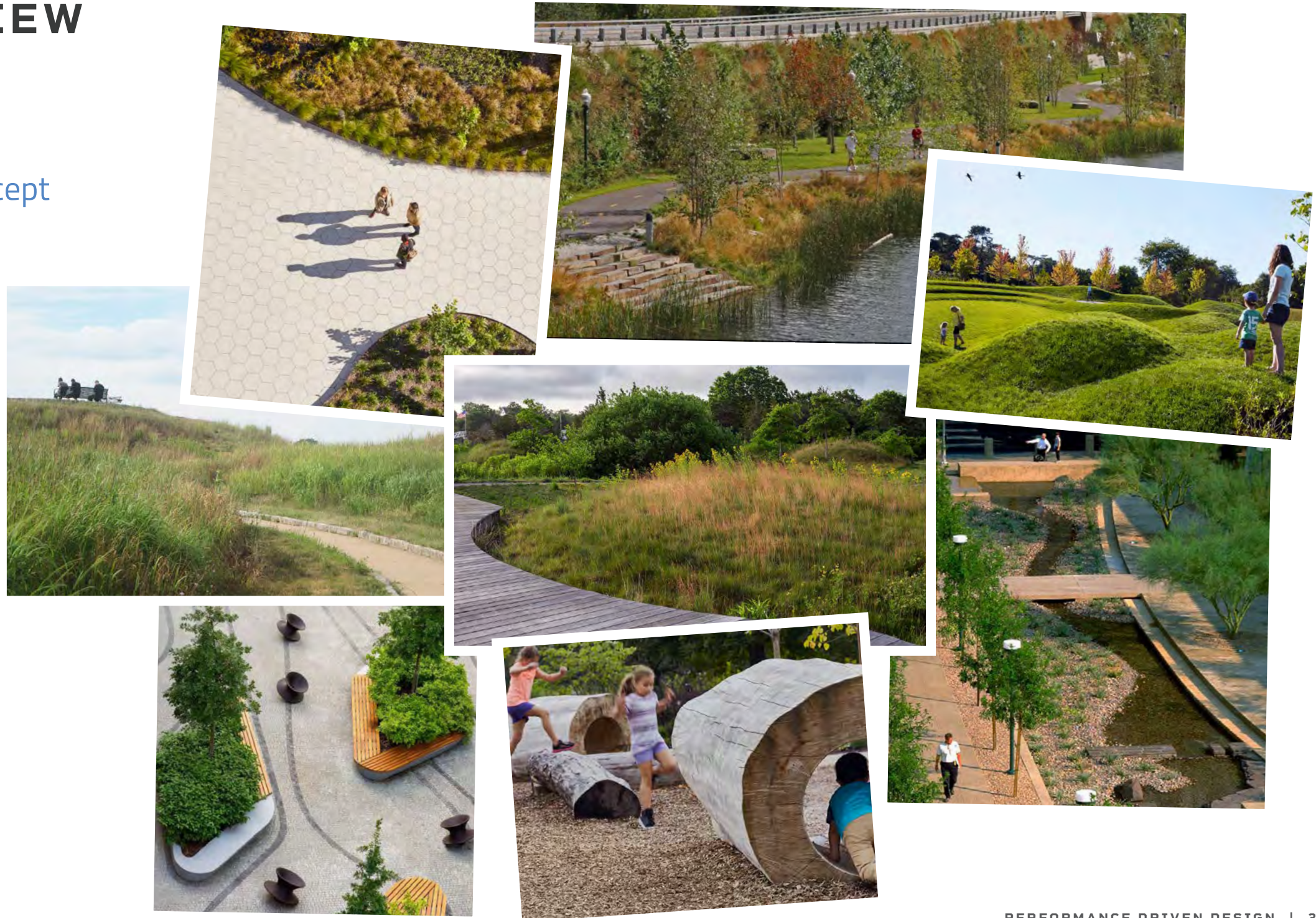




# CONCEPT OVERVIEW

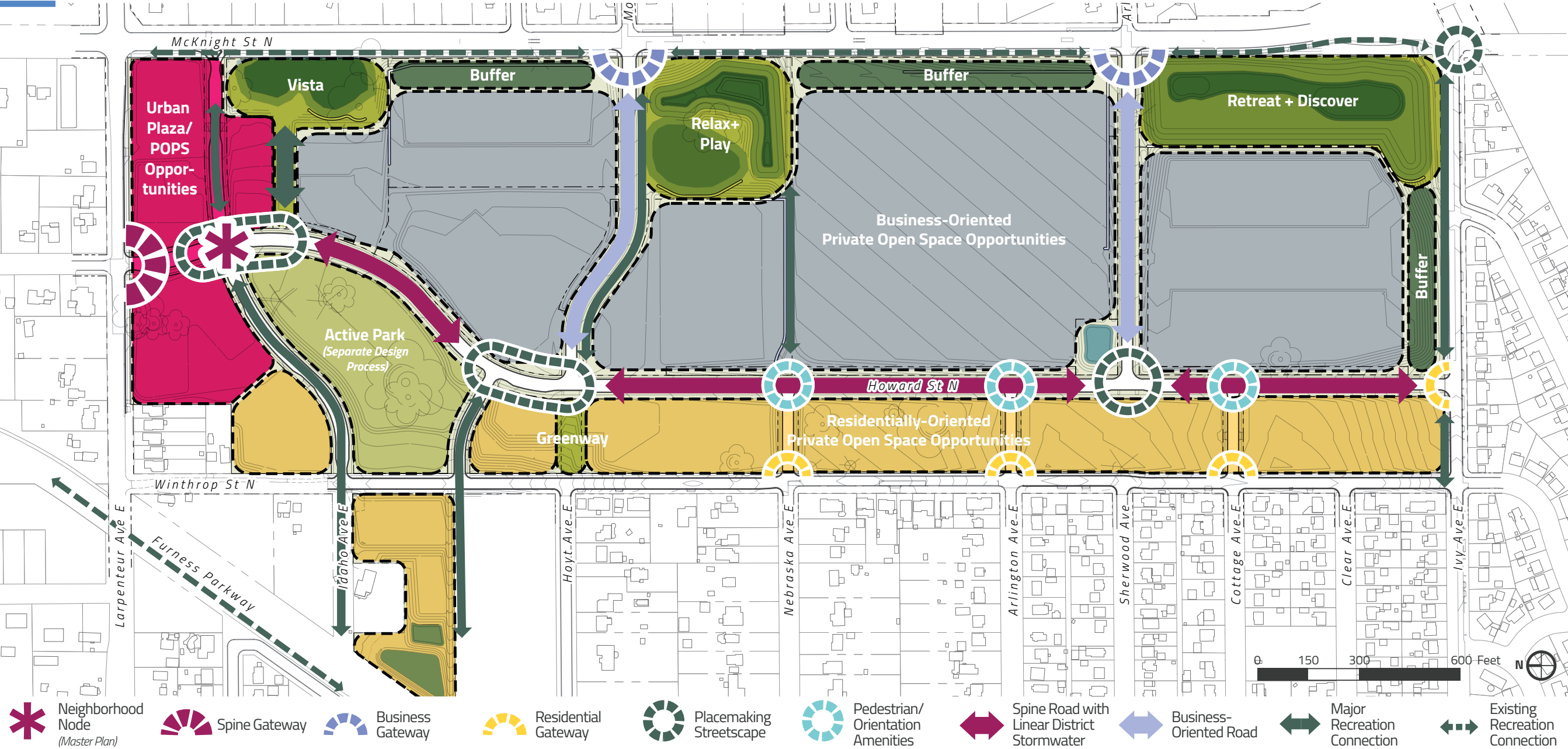
## “Ebb and Flow” Curvilinear Concept

Embracing topography  
Prospect and Refuge  
Accentuating views  
Curvilinear form vocabulary  
Provide contrast from  
architecture  
Vegetation is patterned to  
fluctuate in density





# PUBLIC REALM ORGANIZATIONAL STRUCTURE



# WETLAND C MITIGATION PLAN JUNE 2023

- MnDOT Mix 35-241 or 36-211 for forested condition
- Proposing additional areas of perennial plug plantings and diversity of tree plantings (species, size)

WETLAND C  
BUFFER STABILIZATION & REPLANTING:  
DISTURBED AREA WITHIN THE WETLAND BUFFER AREA  
AS SHOWN HEREON SHALL BE STABILIZED USING THE  
FOLLOWING SEED MIXTURES:

ALL DISTURBED BUFFER AREAS:

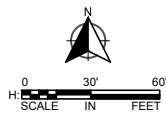
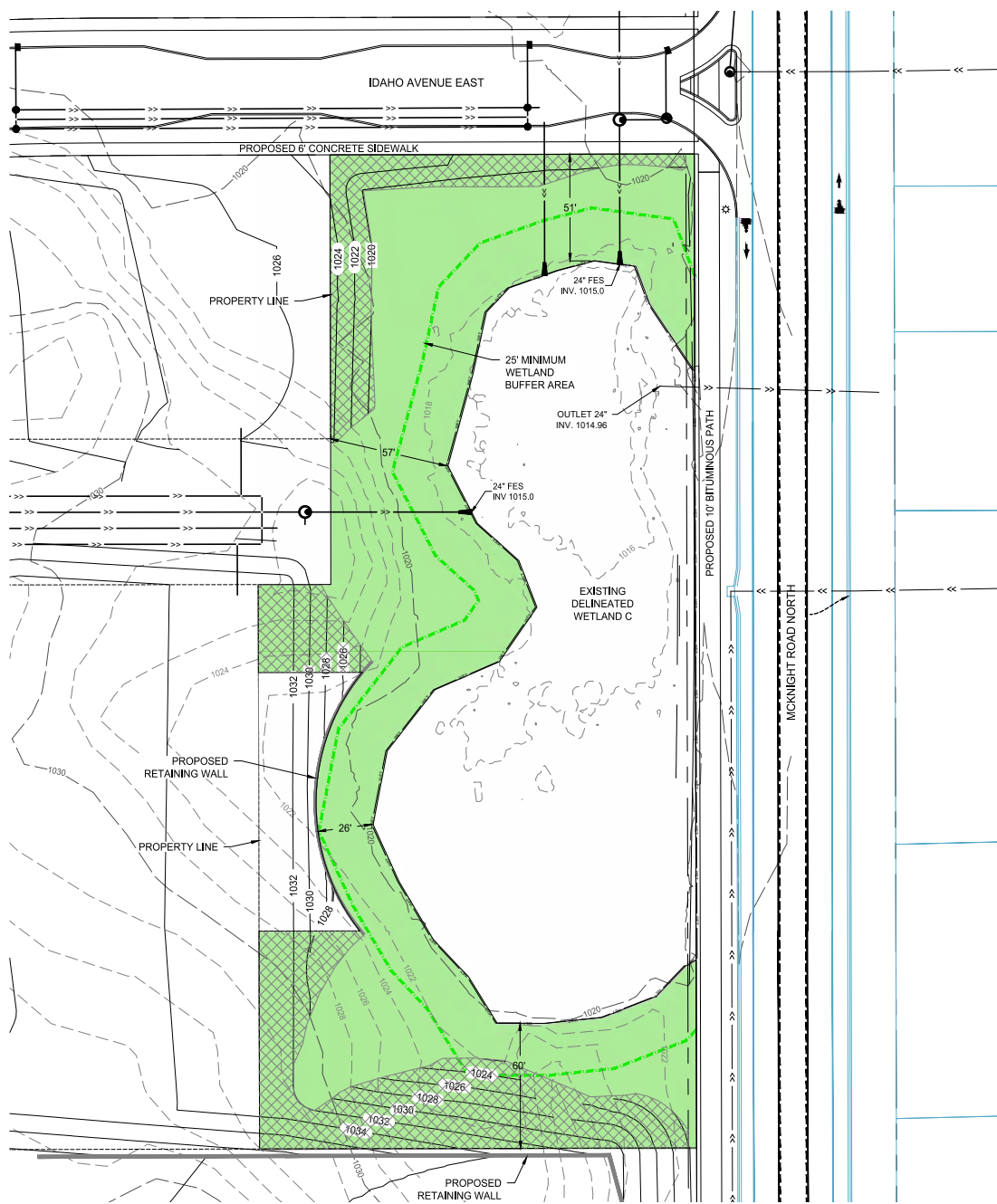
MnDOT MIX 35-241 (OR EQUIVALENT) OR  
IF A NUMBER OF TREES ARE PLANTED:  
MnDOT MIX 36-211 (OR EQUIVALENT)

WETLAND C BUFFER DATA:  
WETLAND C BUFFER AREA = 48,440 SF  
WETLAND C AVERAGE BUFFER WIDTH = 56'

LEGEND

- 1000' EXISTING CONTOUR
- 1000' PROPOSED CONTOUR
- WETLAND BUFFER AREA
- WETLAND MITIGATION AREA
- LIMITS OF PERMANENT WETLAND IMPACTS
- LIMITS OF SEDIMENT, DEBRIS AND CONTAMINATED SOILS REMOVALS (TEMPORARY WETLAND IMPACTS)
- DELINEATED WETLAND BOUNDARY
- LIMITS OF MINIMUM WETLAND BUFFER
- LIMITS OF MITIGATION AREA

NOTICE TO CONTRACTORS:  
THE SUBJECT PROPERTY CONTAINS CONTAMINATED SOILS,  
SEDIMENTS AND OTHER MEDIA AS DEFINED BY BRAUN INTERTEC  
CORPORATION. A RESPONSE ACTION PLAN HAS BEEN PREPARED  
BY BRAUN INTERTEC CORPORATION DATED MARCH 1, 2022  
(PROJECT NO. B1903316.00). ALL CONSTRUCTION WORK AND



wsb

SCALE: AS SHOWN  
PLAN BY: PJM

DESIGN BY: PJM  
CHECK BY: AH

REVISIONS	NO.	DATE	DESCRIPTION

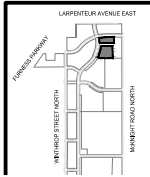
I HEREBY CERTIFY THAT THIS PLAN, SPECIFICATION, OR PREPARED BY ME OR UNDER MY DIRECT SUPERVISION AND THAT I AM A DULY LICENSED PROFESSIONAL ENGINEER UNDER THE LAWS OF THE STATE OF MINNESOTA.

DATE:      LC. NO.:

## WETLAND C MITIGATION PLAN

WETLAND MITIGATION EXHIBITS FOR:  
**THE HEIGHTS**  
SITE REDEVELOPMENT  
SAINT PAUL, MINNESOTA

Saint Paul  
Port Authority  
400 Wabasha Street North  
Suite 240  
St Paul, Minnesota 55102  
Phone 612-224-5686



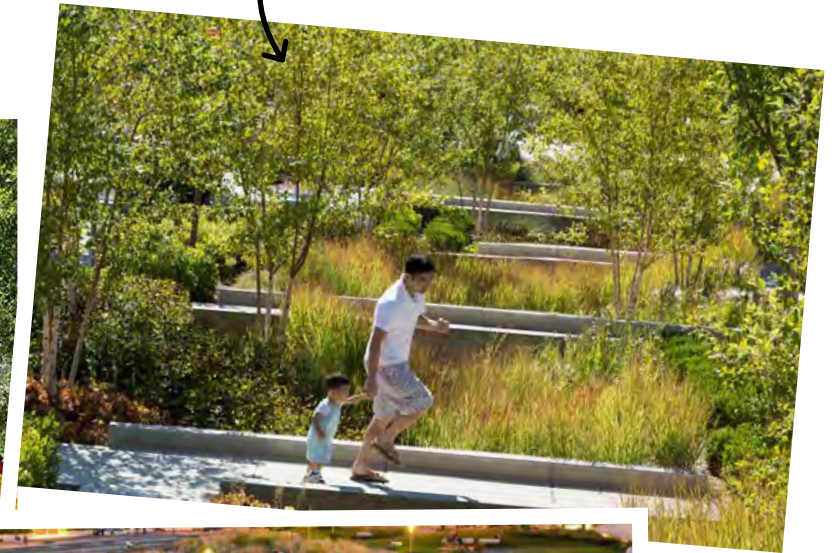
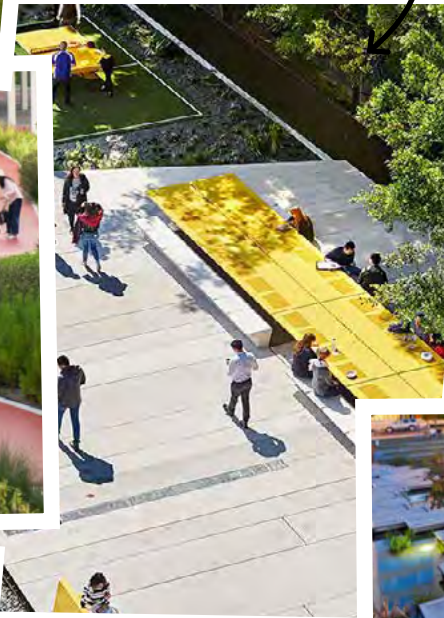


# “VISTA” OPEN SPACE

- “Bridging” in a curvilinear way - small moments
- Feeling like an **extension of park-like space** leading to the “Vista”
- Allowing interaction with wetland plantings
- **More activated space, places for picnics**, seating, gathering, and possibly nature play
- Patterning in the horizontal plane to **encourage whimsy** and impromptu play - integrate in a low-maintenance way



Incorporate games and play in a integrated way that is low-maintenance



Like the idea of bridging over the water/wetland but incorporate in a curvilinear way



Providing opportunities to gather and interact near the wetland *(Tanner Springs Precedent)*









# “VISTA” OPEN SPACE ENTRY CONCEPTUAL IMAGE





# “VISTA” OPEN SPACE WETLAND EDGE CONCEPTUAL IMAGE





# WETLAND D MITIGATION PLAN JUNE 2023

- MnDOT Mix 35-241 or 36-211 for forested condition
- Elevation 1031 to 1029.5  
MnDOT Mix 34-261
- Elevation 1029.5-1027  
MnDOT Mix 34-181

WETLAND D & MITIGATION AREA D  
BUFFER STABILIZATION & REPLANTING:  
DISTURBED AREA WITHIN THE WETLAND BUFFER AREA  
AS SHOWN HEREON SHALL BE STABILIZED USING THE  
FOLLOWING SEED MIXTURES:

ALL DISTURBED BUFFER AREAS:



MnDOT MIX 35-241 (OR EQUIVALENT) OR  
IF A NUMBER OF TREES ARE PLANTED:  
MnDOT MIX 36-211 (OR EQUIVALENT)

DISTURBED WETLAND AND MITIGATION AREA:



ELEVATION 1031 TO 1029.5:  
MnDOT MIX 34-261 (OR EQUIVALENT)



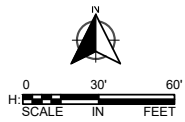
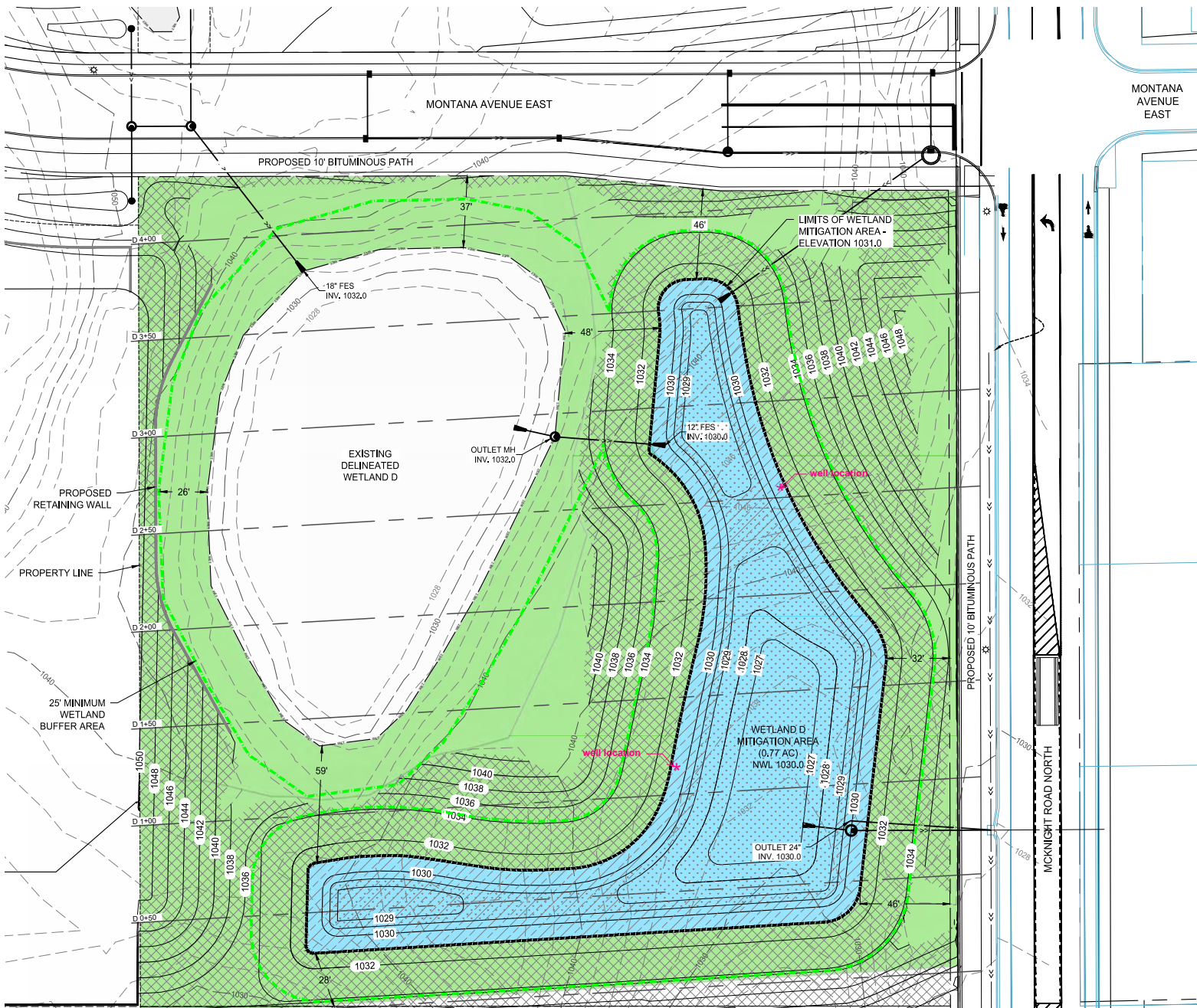
ELEVATION 1029.5 TO 1027:  
MnDOT MIX 34-181 (OR EQUIVALENT)

WETLAND D & MITIGATION AREA BUFFER DATA:  
WETLAND D BUFFER AREA = 34,192 SF  
WETLAND D AVERAGE BUFFER WIDTH = 39'

MITIGATION AREA D BUFFER AREA = 76,041 SF  
MITIGATION AREA D AVERAGE BUFFER WIDTH = 55'

## LEGEND

- EXISTING CONTOUR
- PROPOSED CONTOUR
- WETLAND BUFFER AREA
- WETLAND MITIGATION AREA
- LIMITS OF PERMANENT WETLAND IMPACTS
- LIMITS OF SEDIMENT, DEBRIS AND CONTAMINATED SOILS REMOVALS (TEMPORARY WETLAND IMPACTS)
- DELINEATED WETLAND BOUNDARY
- LIMITS OF MINIMUM WETLAND BUFFER
- LIMITS OF MITIGATION AREA



wsb

SCALE:

AS SHOWN

DESIGN BY:

PJM

PLAN BY:

PJM

CHECK BY:

AH

REVISIONS

NO.	DATE	DESCRIPTION

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

DATE:

LIC. NO.

## WETLAND D MITIGATION PLAN

WETLAND MITIGATION EXHIBITS FOR:  
**THE HEIGHTS**  
SITE REDEVELOPMENT  
SAINT PAUL, MINNESOTA



# “RELAX + PLAY” OPEN SPACE

Simple insertions in a naturalized landscape



Reclaimed wood as nature play



Utilizing topography for seating/gathering



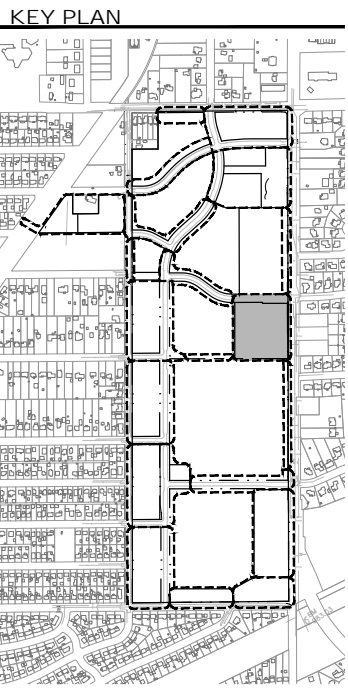
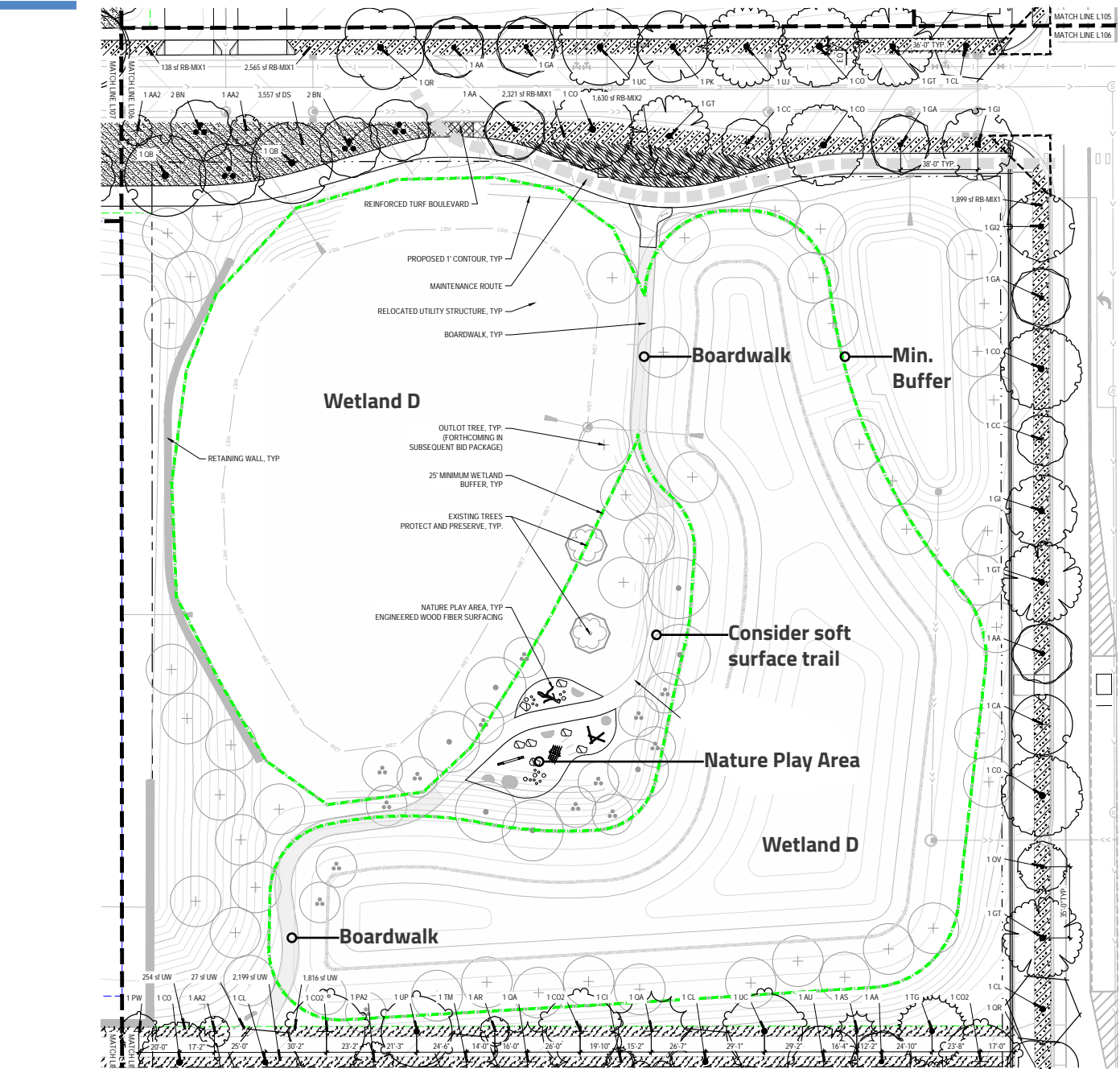
Soft surface pathways- informal, more remote feel



Incorporating boulder or soft surfacing into nature play



# “RELAX+PLAY” OPEN SPACE PRELIMINARY LAYOUT



**SHEET NOTES**

1. SEE L100 FOR LANDSCAPE INDEX PLAN AND GENERAL LANDSCAPE NOTES.
2. SEE L101 FOR OVERALL PLANT SCHEDULE.

- Groundcover per wetland mitigation plan
- Proposing additional areas of perennial plug plantings and diversity of tree plantings (species, size)
- Potential shrub plantings near play area



# “RELAX + PLAY” OPEN SPACE CONCEPTUAL IMAGE

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







# WETLAND H MITIGATION PLAN JUNE 2023

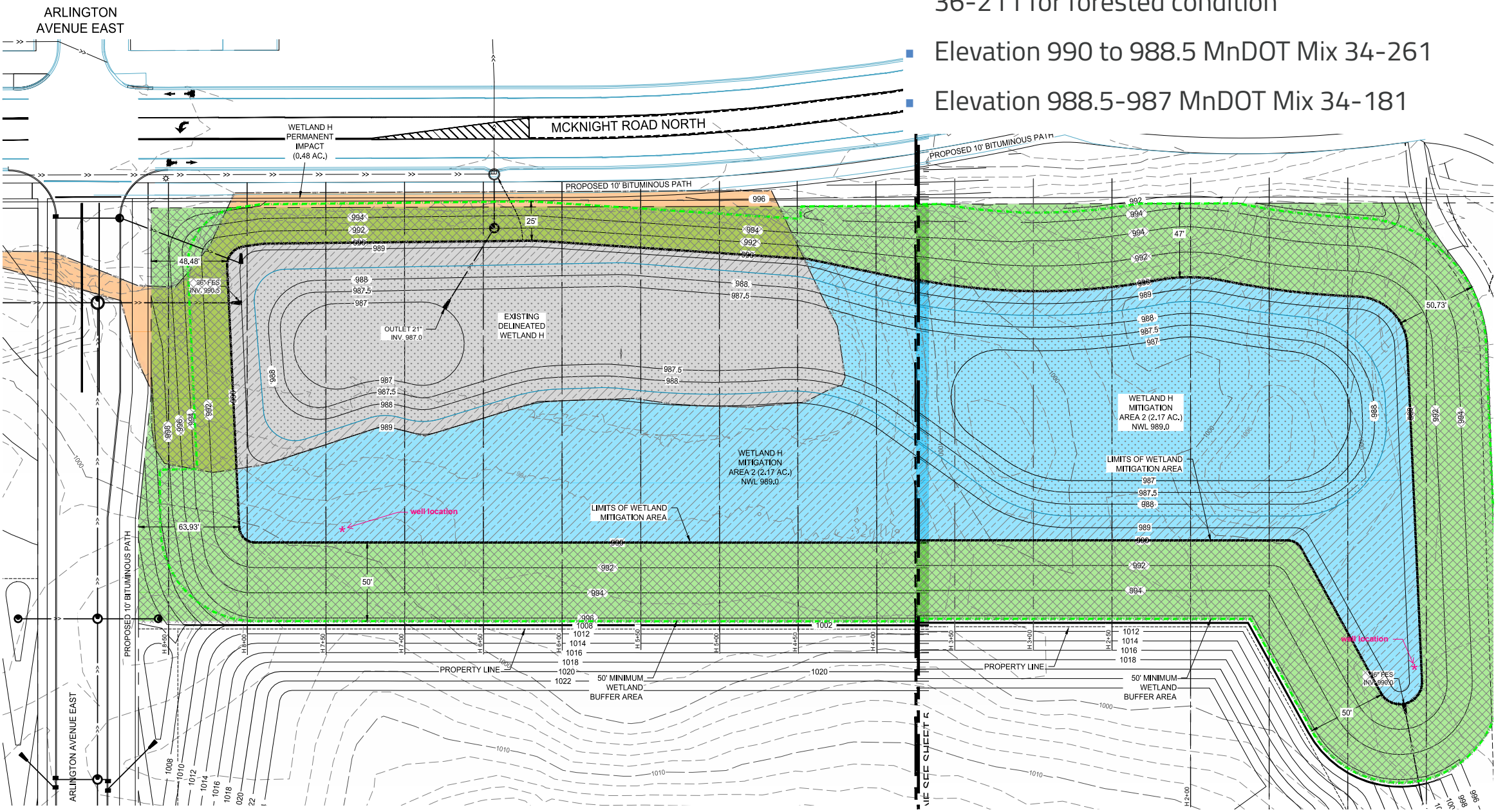
- MnDOT Mix 35-241 or 36-211 for forested condition
- Elevation 990 to 988.5 MnDOT Mix 34-261
- Elevation 988.5-987 MnDOT Mix 34-181

WETLAND H MITIGATION AREA  
BUFFER STABILIZATION & REPLANTING:  
DISTURBED AREA WITHIN THE WETLAND BUFFER AREA  
AS SHOWN HEREON SHALL BE STABILIZED USING THE  
FOLLOWING SEED MIXTURES:

ALL DISTURBED BUFFER AREAS:	
	MnDOT MIX 35-241 (OR EQUIVALENT) OR IF A NUMBER OF TREES ARE PLANTED: MnDOT MIX 36-211 (OR EQUIVALENT)
DISTURBED WETLAND AND MITIGATION AREA:	
	ELEVATION 990 TO 988.5: MnDOT MIX 34-261 (OR EQUIVALENT)
	ELEVATION 988.5 TO 987: MnDOT MIX 34-181 (OR EQUIVALENT)

WETLAND H BUFFER DATA:  
WETLAND AND AND MITIGATION  
AREA H BUFFER TOTAL= 100,127 SF  
AVERAGE BUFFER WIDTH = 53'

LEGEND	
	EXISTING CONTOUR
	PROPOSED CONTOUR
	WETLAND BUFFER AREA
	WETLAND MITIGATION AREA
	LIMITS OF PERMANENT WETLAND IMPACTS
	LIMITS OF SEDIMENT, DEBRIS AND CONTAMINATED SOILS REMOVALS (TEMPORARY WETLAND IMPACTS)
	DELINEATED WETLAND BOUNDARY
	LIMITS OF MINIMUM WETLAND BUFFER
	LIMITS OF MITIGATION AREA





# “RETREAT + DISCOVER” OPEN SPACE











**THANK YOU!**

12.13.2023 | THE HEIGHTS





\* \* \* \* \*

# Stewardship Grant Program

\* \* \* \* \*

# Stewardship Grant Program Budget Status Update

December 13, 2023

Homeowner	Coverage	Number of Projects: 30	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	2	\$30,000*

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			\$93,387.85
<b>Total Allocated</b>			<b>\$936,717.85</b>

\*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	\$936,717.85
<b>Total Available Funds</b>	<b>\$191,282.15</b>

## MEMORANDUM

**DATE:** December 13, 2023  
**TO:** Board of Managers and Staff  
**FROM:** Paige Ahlborg, Watershed Project Manager  
**SUBJECT:** 2024 Stewardship Grant Program

At this meeting, staff will review the 2023 Stewardship Grant Program and discuss upcoming projects and program funding in 2024.

### **Discussion Items**

- *Priority Water Quality Areas:* Staff recommends maintaining the 2023 water quality priority areas for 2024. Large-scale projects in these areas are eligible for 100% funding up to \$100,000. Projects located within flood reduction, groundwater recharge, and certain demographic areas or per board discretion may be eligible for additional funding. See Table 1 for coverage amounts.
- *Priority Equity Areas:* Staff recommends approving the priority equity areas as proposed based on the CDC's Social Vulnerability Index. Projects located within the Highest Vulnerability areas would be eligible for 100% funding (up to \$15,000 for residential projects and \$100,000 for large-scale projects). Projects within the Medium Vulnerability areas would be eligible for additional assistance in which special adjustments can be made including requests for additional funding or requests to pay the contractor directly for grant eligible expenses.
- *Residential Project Coverage:* Staff recommends continuing the maximum coverage amounts for residential and large-scale projects. Despite increased construction costs, our coverage amounts appear to be sufficient for these types of projects. See Table 1 for coverage amounts.
- *Watershed Maintenance Grants:* Staff recommends continuing the BMP maintenance grant which can be used by stewardship grant recipients to assist with routine BMP maintenance. Applicants can receive up to 50% of the annual maintenance costs for a maximum of 5 years up to \$1,500 per year.
- *Enhanced Street Sweeping:* Staff recommends reserving \$250,000 in stewardship grant funds for the 2024 enhanced street sweeping efforts. At this time, we do not have all of the data from the 2023 enhanced sweeping program, but we will present that to the board when available. Given the anticipated success of the 2023 enhanced sweeping efforts, staff would like to connect with the same cities as in 2023 along with other top ranked

cities from our street sweeping study to determine if they have interest in managing additional sweepings for 2024. Staff will also look at hiring a contractor again for certain priority areas. Staff will work to determine the best use of funding and bring recommendations back to the board of managers for approval at a future meeting.

### **Action Items**

Staff is requesting action from the Board on the following items:

- Approve 2024 water quality and equity priority areas.
- Approve 2024 coverage amounts as shown in Table 1.
- Approve staff to move forward with setting funding amounts and priority areas for enhanced street sweeping in 2024.

**Table 1. Proposed 2024 Cost Share Coverage**

	<b>Type of Projects</b>	<b>Cost Share %</b>	<b>Maximum \$</b>
<b>Homeowner Projects</b>	Habitat Restoration & raingarden w/o hard surface drainage	50%	\$15,000
	Raingarden w/ hard surface drainage, pervious pavement	75%	\$15,000
	Shoreland Restoration (below 100 yr flood elevation w/ actively eroding banks)	100%	\$15,000
	Minnesota Water Steward	100%	\$15,000
<b>Large Scale Projects: Commercial, Church, School, Government, Associations, etc.</b>	Habitat Restoration	50%	\$15,000
	Shoreland Restoration	100% below 100 yr flood elev. with actively eroding banks	\$100,000
	Water Quality BMPs	75% in non-priority drainage areas	\$50,000
		100% in priority drainage areas	\$100,000
	Enhanced Street Sweeping (\$250,000 Reserved)	Varies for selected areas	Varies
	Aquatic Veg Harvest	50%	\$15,000
	Public Art	50%	\$15,000



# **2023 Stewardship Grant Summary**

---

**Paige Ahlborg,  
Watershed Project  
Manager**

**December 13, 2023**







- Government: 14
- Commercial: 3
- HOAs: 4
- Residential: 30

# 2023 Project Allocation

HOMEOWNER	Coverage	Number of Projects	Funds Allocated
Habitat Restoration	50% Cost Share \$15,000 Max	18	\$60,684
Raingarden w/ hard surface drainage	75% Cost Share \$15,000 Max	9	\$96,789
Shoreland Restoration	100% Cost Share \$15,000 Max	2	\$30,000
MN Water Steward Project	100% Cost Share \$15,000 Max	1	\$11,500
LARGE SCALE: Habitat Restoration	50% Cost Share \$15,000 Max	4	\$26,396
Shoreland Restoration	100% Cost Share \$100,000 Max	2	\$139,907
PRIORITY AREAS: Infiltration/Filtrati on	100% Cost Share \$100,000 Max	4	\$264,154
Enhanced Street Sweeping	100% for Approved Amounts	5	\$128,000





A horizontal number line with tick marks at 0, 1, 2, and 4. The word "Miles" is written at the right end. The segment between 1 and 2 is highlighted in white, while the segments from 0 to 1 and from 2 to 4 are black.

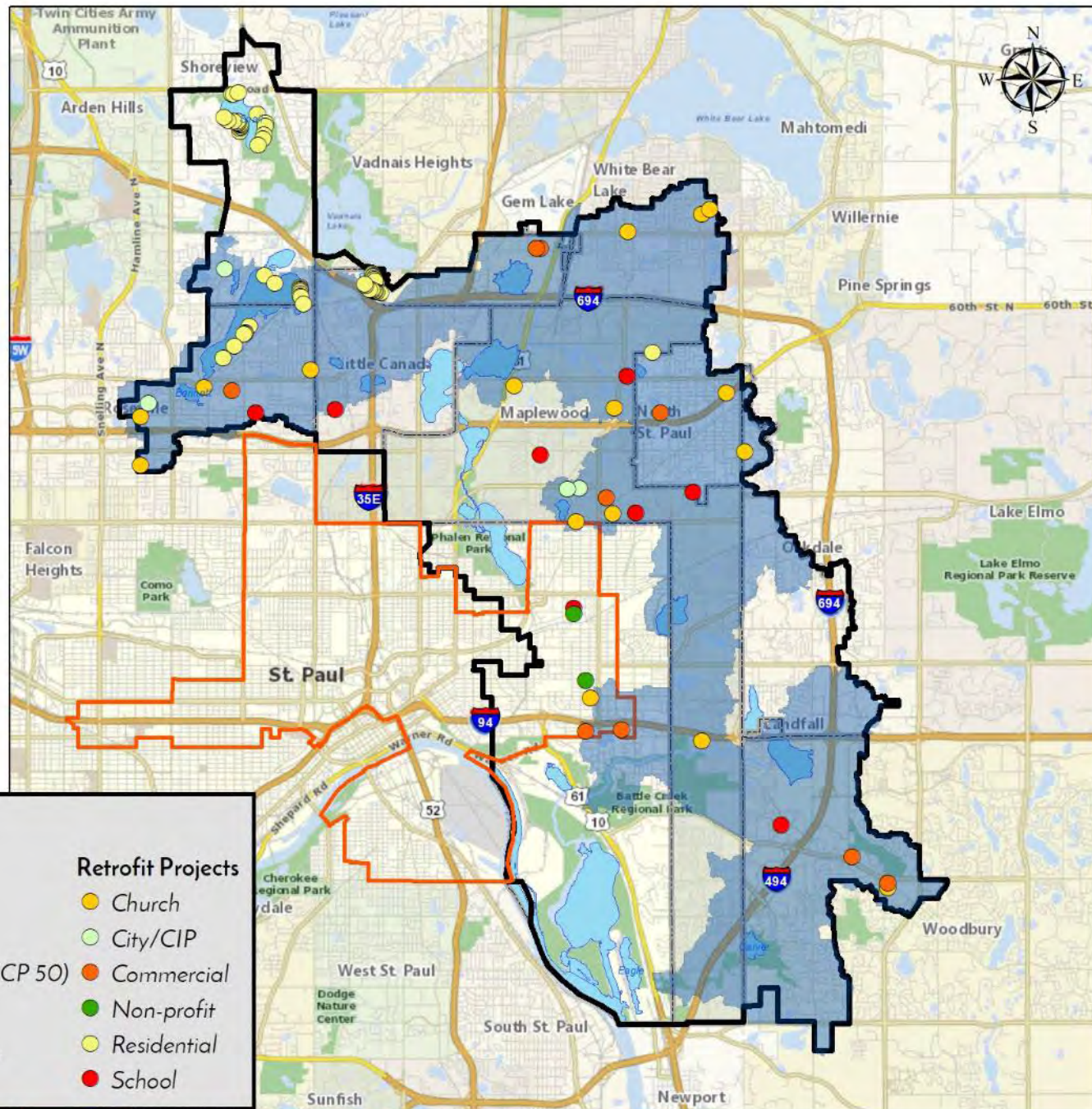
- Stewardship Projects
- Priority Areas (2022/2023)
- Lakes
- RWMWD Boundary
- Areas of Concentrated Poverty (ACP 50)





RAMSEY-WASHINGTON  
METRO WATERSHED DISTRICT

## Targeted Retrofit Projects 2013-2023





# BMP Maintenance Program





# 2023 Targeted Retrofit Projects



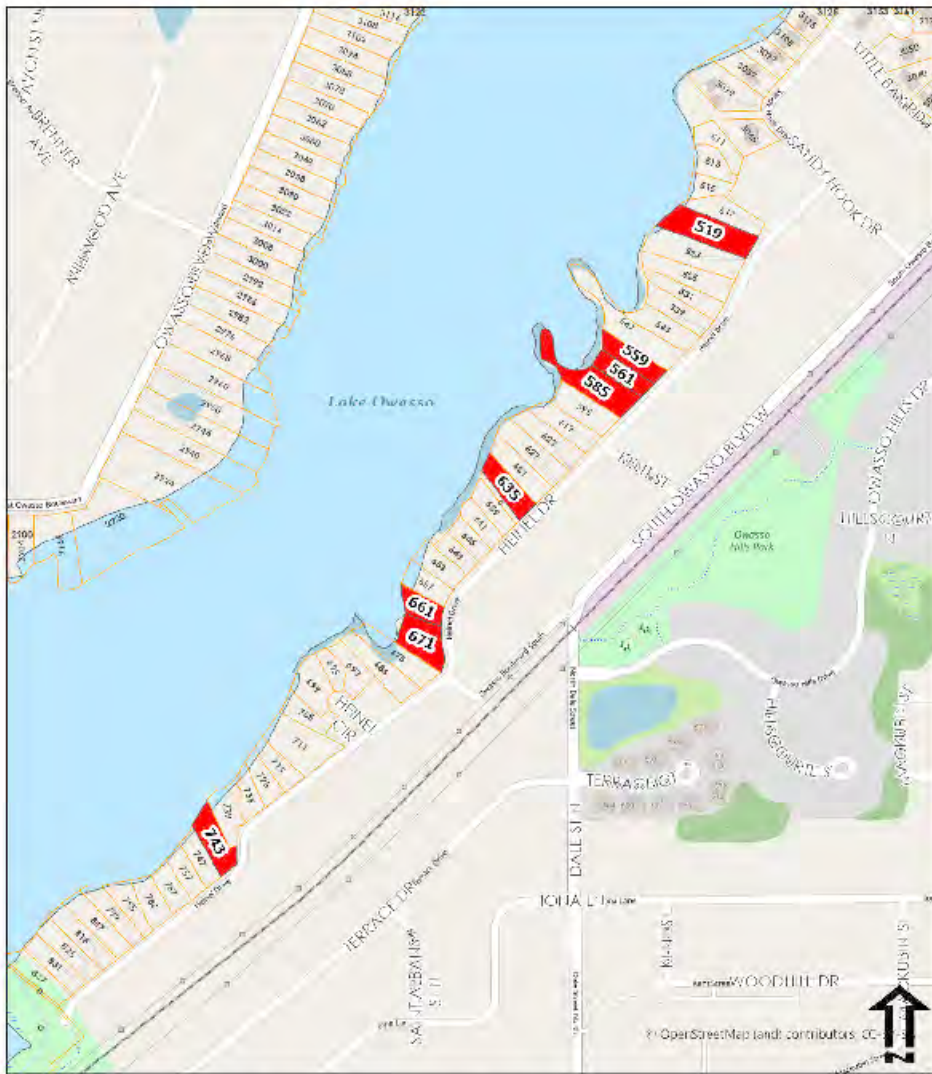
Arbogast Underground Filtration



Roosevelt Homes Phase 1



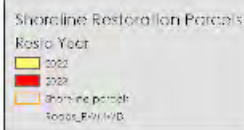
# Lake Owasso Phase 2



Owasso Shoreline Restoration Properties - Phase 2 (2023)

Ramsey-Washington Metro Watershed District

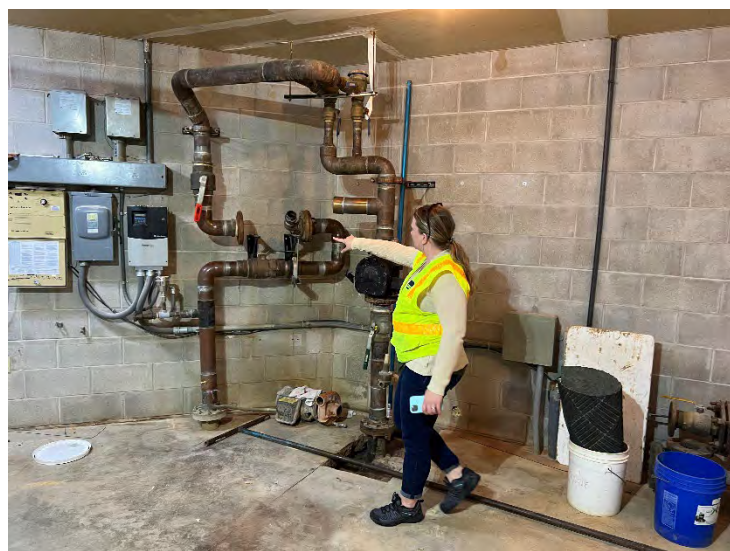
0 500 1,000 2,000 US Feet



RAMSEY-WASHINGTON  
METRO WATERSHED DISTRICT

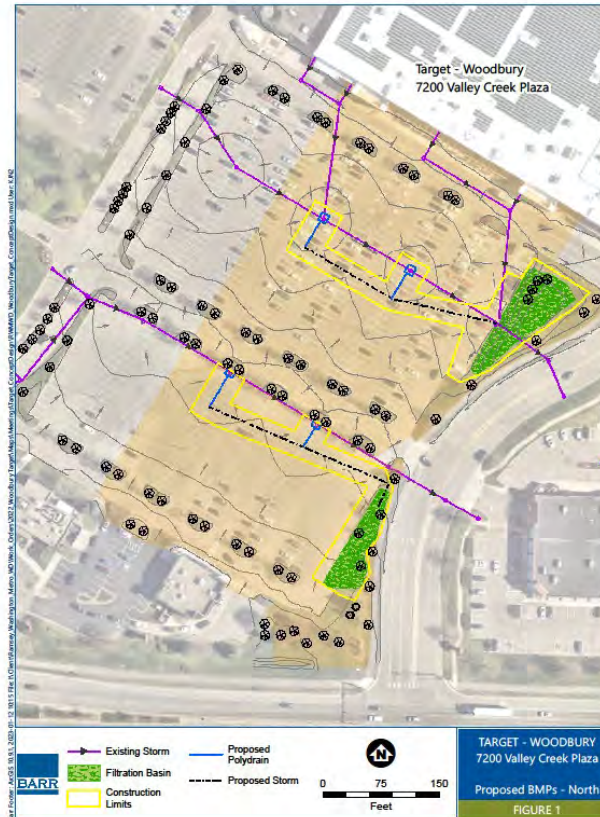


# 2024 Targeted Retrofit Projects



Pioneer Park

Target- Woodbury Valley Creek Plaza



Roosevelt Homes  
Phase 2 and 3







Shoreview Pond Subwatershed  
Lake Emily Subwatershed

Willow Creek Subwatershed  
Kohlman Creek Subwatershed

Gervais Creek Subwatershed  
Lake Owasso Subwatershed  
Bennett Lake Subwatershed

Kohlman Lake Subwatershed  
Wakefield Lake Subwatershed

Beaver Lake Subwatershed

Battle Creek Subwatershed

Battle Creek Lake Subwatershed

Fish Creek Subwatershed

Carver Lake Subwatershed

## 2024 Priority Subwatersheds

Ramsey-Washington Metro Watershed District

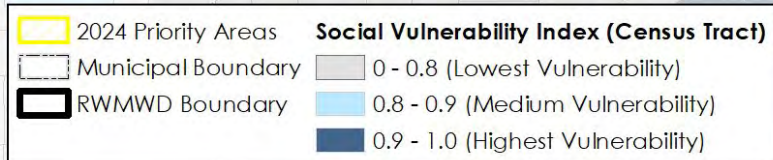


\* The Metropolitan Council defines Areas of Concentrated Poverty (ACPs) as census tracts where 40% or more of the residents have family or individual incomes that are less than 185% of the federal poverty threshold. In 2016, 185% of the federal poverty threshold was \$45,027 for a family with two parents and two related kids, or \$23,099 for an individual under 65 living alone. To identify areas where people of color experience the most exposure to concentrated poverty, the Council further differentiates Areas of Concentrated Poverty where 50% or more of the residents are people of color (ACP50s).

- ACP50
- RMMWD Boundary

0 1.5 3 Miles





## 2024 Priority Subwatersheds

*Ramsey-Washington Metro Watershed District*

0 1.5 3 Miles

# 2023 Enhanced Street Sweeping



Table 2: 2023 Enhanced Sweeping Grant Requests

Recovery Ranking	City	\$ Requested	# of Increased Sweepings
1	Landfall	\$4,500	2
3	White Bear Lake	\$29,570	1-3
5	Woodbury	\$65,000	6
7	Little Canada	\$12,000	1
8	Oakdale	\$16,930	2
Total		\$128,000	



# Proposed 2024 Enhanced Street Sweeping





# Proposed 2024 Stewardship Grant Coverage

Homeowner	Coverage
Habitat Restoration and rain garden w/o hard surface drainage	50% Cost Share \$15,000 Max
Rain garden w/hard surface drainage, pervious pavement, green roof	75% Cost Share \$15,000 Max
Master Water Steward Project & Priority SVI Areas	100% Cost Share \$15,000 Max
Shoreland Restoration	100% Cost Share \$15,000 Max
Large-Scale Projects	Coverage
Habitat Restoration	50% Cost Share \$15,000 Max
Shoreland Restoration (below 100-year flood elevation w/actively eroding banks)	100% Cost Share \$100,000 Max
Priority Area Projects	100% Cost Share \$100,000 Max
Non-Priority Area Projects	75% Cost Share \$50,000 Max
Public Art	50% Cost Share \$15,000 Max
Aquatic Veg Harvest/LVMP Development	50% Cost Share \$15,000 Max
Maintenance	50% Cost Share \$1,500/year
Enhanced Street Sweeping	\$250,000 Reserved

# Board Action Items:

## Approve 2024 Stewardship Grant Program



\* \* \* \* \*

# Action Items

\* \* \* \* \*



# Request for Board Action

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**Board Meeting Date:** December 13, 2023

**Agenda Item No:** 7A

**Preparer:** Tina Carstens, Administrator

---

**Item Description:** 2024 CIP Maintenance and Repair Project Bid Award

---

## **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.

At the November meeting, staff presented the plans and cost estimate. The board directed Barr to finalize design, prepare the bidding package, and advertise the project for bid. The project was advertised, and the bids were received on December 4<sup>th</sup>. The bid information is attached for your information. If a contractor is awarded, the contracting process will occur and construction will begin soon thereafter.

---

## **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:** 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 award the project to the responsive bidder whose bid was the lowest and whose involvement would be in the best interest of the District. Staff also recommends the Board direct staff to prepare and mail the Notice of Award, prepare the draft agreement and request and review the required submittals.

---

## **Financial Implications:**

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

---

## **Board Action Requested:**

Accept the bids and award the 2024 CIP Maintenance and Repair Project to Fitzgerald Excavating. Direct staff to prepare and mail the notice of award, prepare the draft agreements and review the required submittals.

## Memorandum

**To:** RWMWD Board of Managers  
**From:** Gareth Becker and Brad Lindaman  
**Subject:** Capital Improvement Project Maintenance/Repairs 2024  
Bid Results  
**Date:** December 6, 2023  
**c:** Paige Ahlborg and Tina Carstens

The purpose of this annual project is to maintain the RWMWD's existing capital improvement projects to preserve their functionality maximize their lifespan.

Following the Board's authorization and direction last month, the project was advertised for bid for a continuous period between November 18th through December 4th, 2023. The formal "advertisement for bid" was circulated in the district's legal publication, and on Quest Construction Data Network (CDN). Bids were opened publicly at 11:00 a.m. CST, on December 4<sup>th</sup>, 2023, in a virtual bid opening. Five bids were received and the bidders and the corresponding bid results are listed below in Table 1.

**Table 1. Summary of Bids Received for the CIP 2024 Maintenance/Repairs 2024**

Bidder	Total Base Bid Entered on the Bid Form
Fitzgerald Excavating	\$240,215.00
Shoreline Landscaping & Contracting	\$489,324.00
Boulder Creek Excavating, Inc.	\$544,900.00
Urban Companies	\$594,450.00
Miller Excavating, Inc.	\$666,378.33
U.S. SiteWork, Inc	\$894,703.00
Engineer's opinion of probable cost at project approval (90% complete) was \$390,500 (including 10% contingency)	

Barr staff have reviewed Fitzgerald Excavating's bid and acknowledgements against the requirement of the bidding documents. Fitzgerald Excavating has met the bidding requirements and are considered the apparent lowest responsible and responsive bidder. Fitzgerald Excavating has successfully completed the annual CIP maintenance/repairs project in years 2017-2021 and they are currently working on the District's "Roosevelt Homes" project in St. Paul.

Our review acknowledges the significant gap between the Fitzgerald's bid, and the next lowest bid as well as the other bidders and the engineer's opinion of cost. Upon closer review, many unit bid prices were lower than expected, with some more significant than others, most notably:

1. Fitzgerald Excavating's unit bid price of \$30 per ton bid for "Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of Regulated Material (SRV Level 2 and 3)" across all sites where this bid item appeared. This unit price was about half of the average of the next two lowest bidders for the largest excavation site, Arlington Pond (Site 8), and an even more of a gap for the smaller excavation sites.
2. An apparent keystroke error in the unit price for site 7 (Rice Street Cattail Cleanout) where it appears \$1,500 was accidentally input on the bid form, instead of \$15,000. Fitzgerald had completed a similar scope of this work on a past District CIP maintenance and repairs project which compared more closely to the \$15,000 number than the \$1,500 number. A discussion with Jason Fitzgerald confirmed this error.
3. Fitzgerald's bid prices of \$35,000 and \$30,000 bids for the boat ramps at West Vadnais and at Grass Lakes, respectively were about half of the average price of the next two lowest bidders.
4. Generally, many unit prices were lower than the average of the next two lowest bidders' unit prices. This has been common in past projects with the District, as well.

Barr staff have followed-up with Fitzgerald Excavating regarding their overall low bid and the specific bid prices with the greatest apparent disparity. Fitzgerald has confirmed they are comfortable with their current bid, unit prices, and will agree to the unit price they offered (in error) on site 7, as well.

### **Next Steps**

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

- An Authorized Representative signs the Notice of Award and it is sent to the successful bidder
- Successful bidder provides the following information:
  - Fully executed Form of Agreement
  - Performance Bond and Payment Bond per the requirements
  - 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 January at or shortly after the preconstruction meeting.
- All work shall be substantially completed by June 18th, 2024.



# Request for Board Action

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**Board Meeting Date:** December 13, 2023

**Agenda Item No:** 7B

**Preparer:** Tina Carstens, Administrator

---

**Item Description:** Earned Sick and Safe Time Policy

---

## **Background:**

As previously discussed, Minnesota is requiring all employers to implement a new Earned Sick and Safe Time (ESST) policy starting on January 1, 2024. Attached is the proposed policy.

Currently, our staff have separate vacation and sick leave accruals and policies. This ESST policy would replace our current sick leave policy. I took the required elements of the state law requiring ESST and amended our current policy to comply. The biggest change to our policy is to provide ESST time for our temporary/seasonal employees. You will see a different accrual rate for seasonal employees from full time employees. The use of ESST and the eligible people to use the ESST time is taken right from the state law. The League of MN Cities posted a template policy that I took as a guide to be sure I am meeting all applicable requirements. This policy as attached provides a benefit above and beyond the state minimum requirements in a reasonable way for the District and the employee.

In addition to the new policy, the District is required to notify employees of the new ESST law before the first of the year. We will send out a notification after your approval and also post our policy on our employee bulletin board. We have also worked with our payroll consultant to comply with the requirements of the law as it relates to the tracking of time on pay stubs.

---

## **Applicable District Goal and Action Item:**

**Goal:** **Manage organization effectively** – Operate in a manner that achieves the District’s mission while adhering to its core principles.

**Action Item:** Create a positive work environment for staff by offering competitive salaries and benefits as well as opportunities for professional growth.

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

---

## **Staff Recommendation:**

Staff recommends approval of the Earned Sick and Safe Time Policy.

---

## **Financial Implications:**

There is no direct budget implication to this new policy.

---

## **Board Action Requested:**

Approve the Earned Sick and Safe Time Policy.



## **EARNED SICK AND SAFE TIME POLICY (FKA SICK LEAVE POLICY)**

Adopted: December 13, 2023

Effective: January 1, 2024

The RWMWD believes that paid time off is important to the health and well-being of our employees and, as such, provides earned sick and safe time (ESST) paid for eligible employees. This ESST policy replaces the current sick leave policy in the employee manual.

### **ELIGIBILITY, ACCRUAL, AND COMPENSATION**

#### **FULL-TIME EMPLOYEES**

RWMWD offers earned sick and safe time (formally known as sick leave) for all full-time employees at a rate of 4 hours per pay period. Full-time employees working less than 32 hours a week will accrue ESST on a prorated basis. Unused ESST may be carried over from one calendar year to another with the maximum accrual ESST for full-time employees of 800 hours. A full-time employee leaving RWMWD in good standing shall receive 20% of their accrued unused ESST. Employees leaving RWMWD due to retirement at or above the age of 62 will receive 50% of their accrued but unused ESST.

#### **PART-TIME, SEASONAL, TEMPORARY EMPLOYEES**

Part-time, seasonal, and temporary employees earn ESST at a rate of 2 hours per pay period during their employment. Unused ESST may be carried over from one calendar year to another with a maximum accrual for part-time, seasonal, and temporary employees of 80 hours. Accrued but unused ESST under this policy will not be paid out at the separation of employment.

### **USE OF EARNED SICK AND SAFE TIME**

Earned Sick and Safe Time may be used as it is accrued in the smallest increment of time tracked by RWMWD (0.25 hours) for any of the following reasons:

- An employee's own:
  - Mental or physical illness, injury, or other health condition
  - Need for medical diagnosis, care, or treatment of a mental or physical illness
  - injury or health condition
  - Need for preventative care
  - Closure of the employee's place of business due to weather or other public emergency

- The employee's inability to work or telework because the employee is prohibited from working by RWMWD due to health concerns related to the potential transmission of a communicable illness related to a public emergency or seeking or awaiting the results of a diagnostic test for or a medical diagnosis of, a communicable disease related to a public emergency and the employee has been exposed to a communicable disease, or RWMWD has requested a test or diagnosis.
- Absence due to domestic abuse, sexual assault, or stalking of the employee provided the absence is to:
  - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking
  - Obtain services from a victim services organization
  - Obtain psychological or other counseling
  - Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault, or stalking.
  - Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking.
- Care of a family member (see below for a definition of a family member):
  - With mental or physical illness, injury, or other health condition
  - Who needs medical diagnosis, care, or treatment of a mental or physical illness, injury, or other health condition
  - Who needs preventative medical or health care
  - Whose school or place of care has been closed due to weather or other public emergency
  - When it has been determined by a health authority or a health care professional that the presence of the family member of the employee in the community would jeopardize the health of others because of the exposure of the family member of the employee to a communicable disease, whether or not the family member has actually contracted the communicable disease
  - Absence due to domestic abuse, sexual assault, or stalking of the employee's family member, provided the absence is to:
    - Seek medical attention related to physical or psychological injury or disability caused by domestic abuse, sexual assault, or stalking
    - Obtain services from a victim services organization
    - Obtain psychological or other counseling



- Seek relocation or take steps to secure an existing home due to domestic abuse, sexual assault, or stalking
- Seek legal advice or take legal action, including preparing for or participating in any civil or criminal legal proceeding related to or resulting from domestic abuse, sexual assault, or stalking

A family member includes an employee's:

- Spouse or registered domestic partner
- Child, foster child, adult child, legal ward, a child for whom the employee is a legal guardian, or child to whom the employee stands or stood in local parents
- Sibling, step-sibling, or foster sibling
- Biological, adoptive or foster parent, stepparent or a person who stood in loco parentis when the employee was a minor child
- Grandchild, foster grandchild, or step-grandchild
- Grandparent or step-grandparent
- A child of a sibling of the employee
- A sibling of the parent of the employee or
- A child-in-law or sibling-in-law
- Any of the above family members of a spouse or registered domestic partner
- Any other individual related by blood or whose close association with the employee is the equivalent of a family relationship
- Up to one individual annually designated by the employee

#### **ADVANCED NOTICE FOR USE OF ESST**

If the need for sick and safe time is foreseeable, RWMWD requires seven days' advance notice. However, if the need is unforeseeable, employees must provide notice of the need for ESST as soon as practicable. When an employee uses ESST for more than three consecutive days, RWMWD may require appropriate supporting documentation (such as medical documentation supporting medical leave, court records, or related documentation to support safety leave). However, if the employee or employee's family member did not receive services from a health care professional, or if documentation cannot be obtained from a health care professional in a reasonable time or without added expense, then reasonable documentation may include a written statement from the employee indicating that the employee is using, or used, ESST for a qualifying purpose. RWMWD will not require an employee to disclose details related to domestic abuse, sexual assault, or stalking or the details of the employee's or the employee's family member's medical condition. In accordance with state law, RWMWD will not require an employee using ESST to find a replacement worker to cover the hours the employee will be absent.

### **RETALIATION IS PROHIBITED**

Employees are entitled to exercise their sick and safe time rights without any retaliation or interference. The District will not count ESST as an unexcused absence that may lead to adverse action under the attendance policy. Additionally, it is unlawful to report or threaten to report a person or a family member's immigration status for exercising a right under Earned Sick and Safe Leave.

Employees have the right to file a complaint with the Department of Labor and Industry or bring a civil action if ESST is denied by the employer or the employee is retaliated against for requesting or using ESST.

### **RETURN TO WORK PROTECTIONS**

During an employee's use of ESST, an employee will continue to receive RWMWD's insurance contribution as if they were working, and the employee will be responsible for any share of their insurance premiums.

An employee returning from time off using accrued ESST is entitled to return to their employment at the same rate of pay received when their leave began.

When there is a separation from employment with the RWMWD and the employee is rehired again within 180 days of separation, previously accrued ESST that had not been used will be reinstated. An employee is entitled to use and accrue ESST at the commencement of reemployment.

# Request for Board Action

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**Board Meeting Date:** December 13, 2023

**Agenda Item No:** 7C

**Preparer:** Tina Carstens, Administrator

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**Item Description:** Domestic Partner Benefits Policy

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## **Background:**

In an effort to keep our employee benefits modern and in line with our state, local and watershed partners, I am asking the board to approve a domestic partner benefit policy. This policy would allow an employee to designate their partner as a domestic partner and therefore be eligible for the same benefits as an employee's spouse. The attached policy and form lays out the criteria and process for this designation. The policy template was provided by a human resources attorney that our insurance broker connected us with and is included in our benefits of working with North Risk Partners. It is also in line with our policies I have reviewed.

If adopted, the policy will go into effect January 1, 2024 and be an amendment to our current employee manual. The policy will then be fully incorporated into our revised manual in early 2024.

---

## **Applicable District Goal and Action Item:**

**Goal:** **Manage organization effectively** – Operate in a manner that achieves the District's mission while adhering to its core principles.

**Action Item:** Create a positive work environment for staff by offering competitive salaries and benefits as well as opportunities for professional growth.

---

## **Staff Recommendation:**

Staff recommends approval of the Domestic Partner Benefits Policy.

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## **Financial Implications:**

This may increase slightly the benefits paid by the District to employees and their families depending on who may use this new benefit. Each year the salary and benefits budget is reviewed and adjusted to reflect changes in benefit costs to our employees.

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## **Board Action Requested:**

Approve the Domestic Partner Benefits Policy.





# **DOMESTIC PARTNER BENEFITS POLICY**

Adopted: December 13, 2023

Ramsey-Washington Metro Watershed District (RWMWD) respects diversity and has a policy of inclusion for all employees. Based on this policy, domestic partners will receive the same benefits available to spouses of eligible employees. However, the tax treatment of benefits provided to a domestic partner may differ from those provided to a spouse. These benefits include medical insurance, dental insurance, beneficiary designations on retirement plans, family and medical, earned sick and safe, and bereavement leave.

When used, the term "domestic partner" means:

- (1) a person (of the same sex or opposite sex) with whom an eligible employee has a currently valid domestic partnership registration, civil union certificate, or similar document from any state; or
- (2) a person (of the same sex or opposite sex) with respect to whom the employee files an Affidavit of Domestic Partner Eligibility with RWMWD containing the following representations:
  - the employee and domestic partner are both at least 18 years of age and mentally competent to consent to contract;
  - the employee and domestic partner share a close and committed personal relationship and are not related to one another in a way that would prohibit marriage in their state of residence;
  - the employee and domestic partner are each other's sole domestic partners and are not married to anyone; and
  - the employee and domestic partner share the same regular, permanent residence and are jointly responsible for each other's common welfare and shared financial obligations.

Upon request by RWMWD, the employee agrees to provide a copy of their domestic partnership registration, civil union certificate, or similar document or, in the case of an employee who has filed an Affidavit of Domestic Partner Eligibility, evidence of common residence (such as a driver's license or similar document).



## AFFIDAVIT OF DOMESTIC PARTNER ELIGIBILITY

I hereby certify and declare, under penalty of perjury, that the statements below are true and correct.

\_\_\_\_\_ is my domestic partner in accordance with each and every one of the following criteria:

1. My domestic partner and I are both at least 18 years of age and mentally competent to consent to contract.
2. My domestic partner and I share a close and committed personal relationship and are not related to one another in a way that would prohibit marriage in our state of residence.
3. My domestic partner and I are each other's sole domestic partners and are not married to anyone else.
4. My domestic partner and I share the same regular, permanent residence and are jointly responsible for each other's common welfare and shared financial obligations.
5. Upon request by Ramsey-Washington Metro Watershed District, I agree to provide evidence of common residence with my domestic partner (such as a driver's license or similar document).

\_\_\_\_\_  
Signature of Employee

\_\_\_\_\_  
Type or Print Name of Employee

\_\_\_\_\_  
Date

# Request for Board Action

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**Board Meeting Date:** December 13, 2023

**Agenda Item No:** 7D

**Preparer:** Tina Carstens, Administrator

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**Item Description:** Metro-INET Acceptable Use Policy

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## **Background:**

We are one of 34 members of a Joint Powers Agreement (JPA) organization that serves as our IT contractor for all district systems and equipment. This year Metro-INET updated their Acceptable Use Policy that was approved by the JPA board at their November 2023 meeting. I am a board director representing RWMWD on the Metro-INET board. The next step is for each governing board of the membership to accept the policy and include it in their operations and/or employee manuals for all users of the Metro-INET systems. I have included the policy here for your information.

---

## **Applicable District Goal and Action Item:**

**Goal:** **Manage organization effectively** – Operate in a manner that achieves the District’s mission while adhering to its core principles.

**Action Item:** Consistently provide and maintain current technology and equipment to effectively manage information and processes.

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## **Staff Recommendation:**

Staff recommends acceptance of the Metro-INET Acceptable Use Policy for all users of RWMWD information systems and equipment.

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## **Financial Implications:**

None.

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## **Board Action Requested:**

Accept the 2024 Metro-INET Acceptable Use Policy.





# **Metro-INET Acceptable Use Policy**

VERSION 3.0

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## Audience

This policy applies to any person using Metro-INET information systems and Metro-INET affiliate (hereon referred to as “agency”) equipment. Including, and not limited to, all employees, appointed and elected officials, contractors, and volunteers.

## Overview

This policy serves to protect the security and integrity of Metro-INET’s electronic information systems by educating employees about appropriate and safe use of available technology resources. This policy is meant to provide a minimum-security baseline and supersedes any less restrictive policy.

Metro-INET reserves the right to inspect, without notice, all data, emails, files, settings, or any other aspect of an agency computer or related system, including personal information created or maintained by an employee as determined by the Metro-INET Information Security Manager or agency designated representative.

Beyond this policy, Metro-INET may distribute information regarding precautions and actions needed to protect Metro-INET systems; all employees are responsible for reading and following the guidance and directives in these communications.

Requests for exceptions to this policy can be submitted to Metro-INET and by completing the Metro-INET Risk and Treatment Acceptance form.

## Identities

Account owners are responsible for the accounts assigned to them and for the actions taken with those accounts.

Accounts must not be shared without prior authorization from Metro-INET, except for calendars and related calendaring functions.

Accounts require a Metro-INET Acceptable Use Policy review and acknowledgement and must meet the Metro-INET Access and Identity standard. Accounts may automatically expire after specific timeframes at the discretion of the Metro-INET Information Security Manager.

## Passwords

Passwords shall never be shared. If it is necessary to access an employee’s computer or files, contact your supervisor to review or request assistance from Metro-INET.

Metro-INET will not provide access to accounts without the approval of the Metro-INET Information Security Manager.

Passwords shall not be stored in any location on or near the computer or stored electronically such as in a cell phone or other mobile device other than an encrypted password manager solution. (Example: Microsoft Authenticator App)



Employees are responsible for maintaining computer/network passwords and must adhere to the Metro-INET Identity and Access Standards. Metro-INET Identity and Access Standards may be updated at the discretion of the Metro-INET Information Security Manager.

Advanced Authentication (example: Multi-Factor Authentication) is required when available for access to Metro-INET network resources.

### **Network access**

Equipment not owned by a Metro-INET agency used in an agency building should only use the guest connection to the Internet unless approved by Metro-INET.

Metro-INET will review the Metro-INET network and connected devices for vulnerabilities and implement appropriate mitigation or remediation measures.

Metro-INET will not remotely access an active session without the logged-in account owner's permission to ensure integrity of access logs.

Reasonable availability is expected of both Metro-INET and those requesting support.

### **Remote Access**

Examples of remote access include and are not limited to: Microsoft 365 / cloud services, virtual private network (VPN), Windows Remote Desktop, and Windows Terminal Server connections.

All aspects of the Metro-INET Acceptable Use Policy apply while connected to Metro-INET resources remotely.

Remote access to the Metro-INET network requires a request from a supervisor and approval from the Metro-INET agency designee.

All remote access connections to Metro-INET networks shall be made through approved remote access methods employing encryption and advanced authentication.

Remote access from a device not supported by a Metro-INET requires current Operating System, applications, and anti-virus software. It is the owner's responsibility to ensure all critical and security updates are installed prior to connecting. For additional information review the Metro-INET Computer Security Checklist.

Remote access privileges may be revoked at any time by an employee's supervisor or Metro-INET Information Security Manager.

Recreational use of remote connections to the Metro-INET network is strictly forbidden.

Private or confidential data should not be transmitted over an unsecured (public) wireless connection.

### **Clear Screen**

Applications or network services shall be logged out or disconnected when they are no longer needed.

Workstations and laptops shall be logged out or locked when unattended.

Metro-INET may configure Metro-INET supported devices to automatically lock after a set duration of inactivity.

## Data

Metro-INET cannot guarantee the privacy of any data stored on, transmitted, or accessed from an agency computer, device, or network. Employees should not assume any expectation of privacy.

Use of approved encrypted solutions is required when sending sensitive information outside of Metro-INET networks.

Information must be appropriately shared, handled, transferred, saved, and destroyed, based on the information sensitivity and the individual agency data practices policies and record retention schedule if applicable.

Disclosure of Public Information must not violate any pre-existing, signed non-disclosure agreements.

At the discretion of Metro-INET Information Security Manager, data may be reviewed by authorized staff without notice to the employee.

Management must be notified in a timely manner if sensitive information has been or is suspected of being lost or disclosed to unauthorized parties.

## Communications

Metro-INET provides access to email and instant messaging services for work-related use. Incidental personal use of the communication systems by employees is allowed, provided it does not interfere with an employee's work and is consistent with all applicable policies.

All communications may be considered public data for both e-discovery and information requests and may not be protected by privacy laws.

Automatic forwarding of electronic messages outside the Metro-INET network is prohibited, except for members of governing bodies who have auto-forward enabled as of the effective date of this policy.

Communications, attachments, and links from an unknown sender should be reviewed with caution. Report suspected malicious communications to Metro-INET. Do not respond to suspicious senders.

Electronic communications shall not misrepresent the originator, agency, or Metro-INET.

Any use of Metro-INET communication methods should not:

- Involve solicitation
- Be associated with any political or religious entity
- Have the potential to harm the reputation of Metro-INET or agency
- Propagate chain emails
- Contain or promote anti-social or unethical behavior

- Violate local, state, federal, or international laws or regulations
- Result in unauthorized disclosure of Metro-INET or agency confidential information
- Or otherwise violate any other policies that have been approved and adopted

## Internet

Information found on the Internet and used for agency work must be verified to be accurate and factually correct.

Reasonable personal use of the Internet is permitted. Employees may not at any time access inappropriate sites. Some examples of inappropriate sites include but are not limited to adult entertainment, sexually explicit material, or material advocating intolerance of other people, races, or religions.

Internet use found to compromise the integrity of the Metro-INET network will result in restricted access. Metro-INET will notify the account owner's manager and/or agency Human Resources to rectify the situation.

Metro-INET may monitor or restrict any use of the Internet without prior notice, as deemed appropriate by the agency Human Resources or Metro-INET Information Security Manager.

## File Storage and Transfer

Metro-INET does not backup data stored locally on computers and holds no responsibility for data recovery on local computers. All agency-related electronic files should be stored in identified network locations.

Electronic files, including emails and business-related materials created on an employee's personal computer for agency business, must be stored in designated locations. Agency-related files should not be stored on an employee's personal computer, unless otherwise defined in policy.

Electronic sensitive information shall be stored in a location on the Metro-INET network that is properly secured.

Electronic sensitive information shall be encrypted if transferred outside of the Metro-INET network.

## Removable Media

The use of removable media for storage of agency information must be supported by a reasonable business case.

All removable storage media (e.g., CD-ROM, flash or USB drive, or other storage media) must be verified to be virus-free prior to being connected to Metro-INET supported equipment.

Only agency owned removable media is permitted for storage of agency information.

All removable media must be stored in a safe and secure environment.



The loss or theft of a removable media device that may have contained agency information must be reported to your supervisor immediately.

Metro-INET can assist in the encryption of media.

## Hardware

In general, Metro-INET or the agency will provide the hardware required for an employee to perform their job duties. Requests for new or different hardware should be made to your supervisor, who will forward the request to Metro-INET for review to ensure appropriate standards are satisfied.

Only agency staff may use agency computer equipment. Use of agency equipment by family members, friends, or others is strictly prohibited.

Employees are responsible for the proper use and care of agency computer equipment. Computer equipment must be secured while off premises. Computer equipment should not be exposed to extreme temperature or humidity.

Metro-INET may encrypt the storage of Metro-INET supported hardware to prevent data loss due to misplaced agency equipment.

## Software

In general, Metro-INET or the agency will provide the software required for an employee to perform their job duties. Requests for new or different software should be made to your supervisor, who will forward the request to Metro-INET for review to ensure appropriate standards are satisfied.

Only agency staff may use agency software. Use of agency software by family members, friends, or others is strictly prohibited.

Software shall not be downloaded or installed on Metro-INET supported computers without the prior approval of Metro-INET. Exceptions to this include updates to software approved by Metro-INET such as Microsoft updates, or other productivity software updates.

Metro-INET may, without notice, remove any unauthorized programs or software, equipment, downloads, or other resources.

Software is to be in a current and supported state and have security related and critical updates applied within the timeframe set by the Metro-INET Information Security Manager.

## Incidental Use

Incidental personal use of agency owned resources and related equipment is accepted.

Reasonable, incidental personal use of agency computers and software should never preempt or interfere with work. Employees are responsible for exercising good judgment regarding the reasonableness of personal use.

Personal files are not to be stored on Metro-INET supported computer equipment.

Metro-INET may delete personal files if found on the network, computers, or other Metro-INET supported equipment.

Metro-INET supported equipment or technology shall not be used for personal business interests, for-profit ventures, political or religious activities, or other uses deemed to be inconsistent with agency activities. Questions about whether a use is appropriate should be sent to your supervisor for determination.

## **Personal Devices**

Employees may choose to use their own equipment to read or compose email or other agency data as governed in this policy. Employees understand that by connecting their personal equipment to the Metro-INET resources, their personal devices could be searched during an e-discovery or other court-ordered scenarios and agree to grant access to their personal devices should such a situation arise.

Mobile devices that have been configured to bypass manufacturer configurations (jailbroken / rooted) are not to be used to access Metro-INET resources.

Metro-INET may require Mobile Device Management or Mobile Application Management solution(s) to protect agency data.

## **Security Training and Awareness**

All employees shall complete assigned security awareness training within 30 days of being granted access to any Metro-INET resources.

All account holders must be provided with and acknowledge they have received and agree to adhere to the Metro-INET Information Security Policies before they are granted access to Metro-INET Information Resources.

## **Enforcement**

Employees found to have violated this policy may be subject to disciplinary action, up to and including revocation of system privileges, termination of employment, and related civil or criminal penalties.

Any vendor, consultant, or contractor found to have violated this policy may be subject to sanctions up to and including removal of access rights, termination of contract(s), and related civil or criminal penalties.

## Policy Acknowledgement

I have received and read the above policy and have had an opportunity to ask questions. I understand that my failure to follow this policy may result in disciplinary action, including revocation of system privileges or termination of employment, and related civil or criminal penalties.

\_\_\_\_\_ (Print Account Owner Name)

\_\_\_\_\_ (Signature of Account Owner)

\_\_\_\_\_ (Print Agency Name)

\_\_\_\_\_ (Date)

# Request for Board Action

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**Board Meeting Date:** December 13, 2023

**Agenda Item No:** 7D

**Preparer:** Tina Carstens, Administrator

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**Item Description:** 2024 Board Meeting Dates

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## Background:

The following is a list of board meeting dates for the next 13 months, as determined by the first Wednesday of each month. Three meetings are impacted by holidays or the Minnesota Watersheds annual meeting. The proposed alternate meeting date is noted for your review and approval.

Monthly Meeting Dates	Proposed Changed Date	Reason
January 3, 2024		
February 7, 2024		
March 6, 2024		
April 3, 2024		
May 1, 2024		
June 5, 2024		
July 3, 2024	July 10, 2024	4 <sup>th</sup> of July Holiday
August 7, 2024		
September 4, 2024		
October 2, 2024		
November 6, 2024		
December 4, 2024	December 11, 2024	Minnesota Watersheds Conference
January 1, 2025	January 8, 2025	New Year's Day Holiday

## Applicable District Goal and Action Item:

**Goal:** **Manage organization effectively** – Operate in a manner that achieves the District's mission while adhering to its core principles.

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

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## Staff Recommendation:

Staff recommends approval of the revised board meeting date calendar for the next 13 months.

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## Financial Implications:

None.

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## Board Action Requested:

Approval of the above board meeting schedule with the proposed changes to the July 2024, December 2024, and January 2025 dates.



# Request for Board Action

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**Board Meeting Date:** December 13, 2023

**Agenda Item No:** 7F

**Preparer:** Tina Carstens, Administrator

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**Item Description:** Stormwater Impact Fund (SIF) Budget Transfer

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## **Background:**

The District has adopted rules that require applicants to achieve volume reduction for water quality through Rule C. Those rules include an alternative compliance section that as a final step allows for payment into the SIF when that volume reduction cannot be accomplished in other manners.

In 2021, the board changed the collection and use policies of the SIF to collect the money in Fund 536 as shown on the budget status report each month. Since that time, any money collected for the purpose of meeting Rule C is deposited in that fund. When the district completes projects in those subwatersheds, the money is withdrawn from the SIF to pay for those projects.

This budget transfer request is related to the SIF but is a unique one. The approved plan for permit 18-13, Trails Edge Apartments, included BMPs to be constructed as part of the project. Those BMPs failed after construction and it was determined by our staff that due to offsite drainage issues, the basin would not be able to function optimally. To comply with our rule requirements, the applicant would next need to pay into the SIF.

To pay into the SIF, the applicant requested that we take the available escrow deposit and transfer it into the SIF account. The escrow is held in our general funds and therefore a resolution is required to transfer those funds to the Stormwater Impact Fund (536).

Here is an accounting for the project:

- Original escrow deposit (2019): \$21,500

- Inspection/enforcement charges during construction: \$465

- Remaining escrow balance at end of project: \$21,035

- Required SIF payment due to failed BMP: \$31,894 (short 3,183 cubic feet when SIF was \$40,000 per acre of impervious or \$10.02/CF)

The applicant paid \$10,859 at permit close out towards the SIF and requested we utilize the remaining escrow balance first (\$21,035) for the rest due.

\$21,035 should be therefore be transferred from the general fund to the SIF fund.

---

**Applicable District Goal and Action Item:**

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

**Action Item:** Maintain financial solvency and accountability.

---

**Staff Recommendation:**

Staff recommends approval of Resolution 23-05.

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**Financial Implications:**

Resolution 23-05 will move funds from the general fund reserves into the Stormwater Impact Fund.

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**Board Action Requested:**

Approval of Resolution 23-05.



## **RESOLUTION 23-05**

### **RESOLUTION RELATING TO THE TRANSFER OF STORMWATER IMPACT FUNDS**

WHEREAS, the Ramsey-Washington Metro Watershed District (District) adopted rules in 2006 and amended those rules in 2019, that require stormwater treatment for projects that disturb one acre of land or greater; and

WHEREAS, stormwater management Rule C requires permanent best management practices to achieve volume reduction in the amount equivalent to 1.1" rainfall over the impervious surfaces; and

WHEREAS, an alternative compliance process in Rule C allows for payment into the Stormwater Impact Fund when other means aren't feasible for meeting the Rule C volume reduction requirements; and

WHEREAS, Permit #18-13, Trails Edge Apartments submitted and received approval of a stormwater management permit; and

WHEREAS, the best management practices approved under permit 18-13 upon close out were not functioning as designed and to meet the requirements of Rule C; and

WHEREAS, District staff determined that meeting the rules with best management practices was infeasible; and

WHEREAS, in place of functioning best management practices and under the rules guidance of alternative compliance, it was determined the applicant should instead pay into the stormwater impact fund; and

WHEREAS, Permit #18-13, Trails Edge Apartments submitted permit escrow to the district that was placed in the general fund (101); and

WHEREAS, the applicant requested that we use the collected escrow monies to satisfy the requirements of the Stormwater Impact Fund alternative compliance;

NOW, THEREFORE, BE IT RESOLVED by the Board of Managers of the Ramsey-Washington Metro Watershed District that the District authorize the transfer of General Fund 101 escrow funds from Permit 18-13 (\$21,035) to Stormwater Impact Fund 536; and

**RESOLUTION 23-05** RESOLUTION RELATING TO THE TRANSFER OF STORMWATER IMPACT FUNDS

Adopted by the Board of Managers of the Ramsey-Washington Metro Watershed District  
this 13<sup>th</sup> day of December, 2023.

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Val Eisele, President

Attest:

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Benjamin Karp, Secretary



# Request for Board Action

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**Board Meeting Date:** December 13, 2024

**Agenda Item No:** 7G

**Preparer:** Tina Carstens, Administrator

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**Item Description:** Adopt Final FY 2024 Budget and Certify Final Levy.

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## **Background:**

The District Board of Managers adopted the draft budget at the September Board meeting for review and comment by the cities and counties. No written or verbal comments have been received.

The board held its required public hearing on September 6, 2023. No comments were received at the public hearing or after the hearing. The preliminary budget was placed on the website, and the final will also be placed there for public information. For the preliminary levy, the increase from 2023 was proposed to be 6.55%. At the September meeting, the board directed me to adjust the levy amount to achieve around a 3% increase in levy funds from 2023 to 2024. It was proposed that we get as close to a flat levy as possible.

I have reviewed the 2023 budget as of the end of November and estimated the carry over to help with the budget needs in 2024. I received updated project budget information from district and Barr staff as well as program needs in 2024. After all the considerations, the proposed levy increase for 2024 is 3.67%.

You'll note that the increase in levy will go directly to project implementation. The increase in general fund and program activities is \$26,000 while the increase in capital improvement projects is about \$2,300,000. 2024 will be heavy in project construction. In the flood risk reduction fund, planning for larger projects in 2025 also increases the levy slightly. You'll note in the "Other Funds" column, there are funds shown in the Targeted Retrofit Projects and Fish Creek Tributary Improvements. For Targeted Retrofit Projects, the Woodbury Target project will use Watershed Based Implementation Funds as well as Stormwater Impact Funds that equal to about \$800,000. For the Fish Creek Tributary Improvements, initially the board had requested \$450,000 of that project be planned to come from CIP Contingency Funds. In this budget, I am proposing that we plan for \$800,000 from contingency funds in order to complete this project in 2024. Before transferring that money to this fund, the contingency account has a balance of about \$1,500,000. This transfer would be necessary due to not being granted the Clean Water Funds for our project. If the board agrees, you will see a budget transfer resolution next year for this project.

With a proposed increase of 3.67%, I believe we will be able implement high quality projects to significantly improve flood risk and water quality in the district. The small increase is in line with other watershed organizations and local governments.

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**Applicable District Goal and Action Item:**

The District budget relates to all facets of the District operations since it provides the funds for staff and project activities.

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**Staff Recommendation:**

Approve the Final General Fund and CIP budgets and approve the final levy certification as indicated in the budget table and attached Resolution 23-06.

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**Financial Implications:**

The 2024 proposed final levy reflects an increase from the 2023 levy of 3.67%.

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**Board Action Requested:**

Approve the proposed FY 2024 General Fund and CIP budgets and adopt resolution 23-06.



## RESOLUTION 23-06

### RESOLUTION APPROVING THE 2024 BUDGET AND FINAL PAYABLE 2024 TAX LEVY

WHEREAS, the Ramsey-Washington Metro Watershed District Board of Managers adopted a proposed budget and payable 2024 levy on September 6, 2023; and

WHEREAS, the Ramsey-Washington Metro Watershed District distributed the proposed budget and levy for review and comment to all Cities and Counties; and

WHEREAS, The District held a public hearing on the budget, Capital Improvements Program and proposed levy on September 6, 2023;

NOW, THEREFORE, BE IT RESOLVED by the Board of Managers of the Ramsey-Washington Metro Watershed District that the General Fund and Capital Improvements Budget be approved and the following final levy be certified to Ramsey and Washington Counties.

General Revenue Levy	\$7,132,500
<u>Debt Service Levy</u>	<u>\$244,963</u>
Total Levy	\$7,377,463

Adopted by the Board of Managers of the Ramsey-Washington Metro Watershed District this 13<sup>th</sup> day of December, 2023.

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Val Eisele, President

Attest:

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Benjamin Karp, Secretary

Fiscal Year 2024 Budget V4  
Final Budget and Levy Approval

Budget ID Number	Budget Item	FY 2023 Budget	General Fund	Capital Improvements	Carry-over Funds	Other Funds	Total Proposed 2024 Budget	Increase (decrease) from 2023 Budget
1	Engineering	Administration	132,000	122,000			122,000	(10,000)
2		Engineering Review	70,000	75,000			75,000	5,000
3		Permit Application Review	59,000	65,000			65,000	6,000
4		Permit Inspection and Enforcement	10,000	10,000			10,000	0
5		Project Feasibility Studies	395,000	260,000			260,000	(135,000)
6		GIS Maintenance	5,000	5,000			5,000	0
7								
8	Attorney	General	40,000	40,000			40,000	0
9		Permit Enforcement	5,000	5,000			5,000	0
10								
11	Managers	Meeting Per diems	7,000	7,000			7,000	0
12		Managers Expenses	3,000	3,000			3,000	0
13								
14	Auditor/Accounting	Auditor/Accounting	75,000	80,000			80,000	5,000
15								
16	Miscellaneous	Dues & Publications	15,000	17,000			17,000	2,000
17		Insurance	60,000	65,000			65,000	5,000
18		Committee & Board Meeting Expenses	3,500	4,000			4,000	500
19		Miscellaneous	5,000	5,000			5,000	0
20								
21	Administrative	Salary & Benefits	1,860,000	2,000,000			2,000,000	140,000
22		Employee Expenses	15,000	10,000			10,000	(5,000)
23		Janitorial/Trash Services/Snow Plowing	15,000	15,000			15,000	0
24		Building Maintenance	125,000	100,000			100,000	(25,000)
25		Utilities (gas,electric, water, sewer, maintenance)	30,000	20,000			20,000	(10,000)
26		Office Supplies	7,000	7,000			7,000	0
27		Copying/Printing	5,000	5,000			5,000	0
28		Postage/Delivery	2,000	2,000			2,000	0
29		Office Furniture & Computer Equipment	100,000	80,000			80,000	(20,000)
30		Office Equipment Maintenance	2,000	2,000			2,000	0
31		Training/Education	75,000	75,000			75,000	0
32		Telephone	2,000	2,000			2,000	0
33		District Vehicles/Maintenance	20,000	60,000			60,000	40,000
34		GIS System Maintenance & Equip.	5,000	0			0	(5,000)
35		Database/GIS Maintenance & Equipment	20,000	20,000			20,000	0
36		IT Services/Internet/Website/Software Licenses	85,000	100,000			100,000	15,000
37		Outside Program Support	57,000	57,000			57,000	0
38		Outside Consulting Services	20,000	40,000			40,000	20,000
39								
40	Program	WMP, Lakes, TMDLs, Grants	142,000	154,500			154,500	12,500
41	Activities	Natural Resources Program	120,000	120,000			120,000	0
42		Water Monitoring-Lab Costs & Equip.	240,000	285,000			285,000	45,000
43		Research Projects	155,000	150,000			150,000	(5,000)
44		Project Operations	200,000	150,000			150,000	(50,000)
45		Education, Communication, Events	171,000	166,000			166,000	(5,000)
46		Health & Safety Program/Staff In-House Training	4,000	4,000			4,000	0
47								
48	Capital Improvements	Maplewood Mall SRF Loan Debt Service	92,441		92,000		92,000	(441)
49	Summary	Beltline and Battle Creek Tunnel Repair Debt Service	302,963		152,963	150,000	302,963	0
50		Targeted Retrofit Projects	1,500,000		570,000	580,000	1,950,000	450,000
51		Stewardship Grant Fund	1,128,000		750,000	500,000	1,250,000	122,000
52		Fish Creek Tributary Improvements	675,000		475,000	100,000	1,375,000	700,000
53		Project Repair & Maintenance	1,500,000		1,100,000	1,025,000	2,125,000	625,000
54		Wetland Restoration Projects	500,000		200,000	500,000	700,000	200,000
55		Flood Risk Reduction Fund	5,200,000		700,000	4,700,000	5,400,000	200,000
		Totals	15,259,904	4,387,500	4,039,963	7,555,000	17,582,463	2,322,559

	Budget Total	Budget Total By Fund		Proposed Levy
	Total	General Fund	CIB	
2024 Budget Total and totals by fund	17,582,463	4,387,500	13,194,963	7,377,463
2023 Budget Total and totals by fund	15,259,904	4,361,500	10,898,404	7,116,500
2024 Budget Increase or (Decrease) from 2023 Budget	2,322,559	26,000	2,296,559	260,963
2024 Budget % change from 2023 Budget	15.22%	0.60%	21.07%	3.67%



## 2024 Budget Program Line Item Breakouts for Final Budget and Levy

Project Feasibility Studies (Line 5)	
Evalutate Compliance with South Metro Mississippi River TSS TMDL	\$20,000
Street Sweeping Study Evaluation	\$20,000
Retrofit Inventory and Assessment	\$60,000
Tanners, Battle Creek Lake, McKnight Basin Outlet Operation Plan	\$35,000
Resiliency Study for non-Beltline Tributary Areas (future feasibility included)	\$95,000
Contingency	\$30,000
Total =	\$260,000

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

WMP, Lakes, TMDLs, Grants (Line 40)	
Grant Applications	\$20,000
Watershed Management Plan Updates (Engagement, Gaps Analysis)	\$80,000
West Vadnais Lake Incorporation	\$15,000
Subwatershed Feasibility Studies Prioritization	\$5,000
Carver Ponds Internal Load Reduction	\$12,000
Contingency	\$22,500
Total =	\$154,500

NR Program (Line 41)	
Ongoing Site Maintenance	\$25,000
Carp Management Program	\$30,000
Restoration Project Work	\$20,000
Equipment Needs	\$40,000
Contingency	\$5,000
Total =	\$120,000

Water Monitoring (Line 42)	
WQ Equipment Replacement and Repair	\$80,000
Lab Costs	\$100,000
Barr Engineering Monitoring Assistance and Reporting	\$30,000
Barr Engineering Special Project Monitoring Assistance	\$75,000
Total =	\$285,000

Research (Line 43)	
Minnesota Stormwater Research Council	\$50,000
Shallow Lakes Aeration Study Finalization	\$5,000
Kohlman Lake Aquatic Plant Management Effects Study	\$20,000
Ferric Chloride Applciation to Gervais Mill Pond	\$40,000
New Technology Reports	\$15,000
Internal Research/Contingency	\$20,000
Total =	\$150,000

Education/Events/Communications (Line 45)	
Education and Work in Schools	\$50,000
Communications and Marketing	\$60,000
WaterFest	\$40,000
Watershed Excellence Awards	\$6,000
Events Contingency	\$10,000
Total =	\$166,000

Targeted Retrofits (Line 50)	
Roosevelt Homes (2024 work)	\$300,000
Woodbury Target	\$950,000
Pioneer Park Stormwater Reuse	\$700,000
Total =	\$1,950,000

Project Repair and Maintenance (Line 53)	
2024 Project Repair and Maintenance Contract	\$500,000
Beltline Fix Near River Outfall	\$1,250,000
Routine Inspections and Unplanned Maintenance ID	\$125,000
BMP and NR Maintenance Program	\$250,000
Total =	\$2,125,000

Flood Risk Reduction Fund (Line 55)	
West Industrial Park Berm and Improvements (Owasso Basin area)	\$1,250,000
Ames Lake Area Improvements Design	\$250,000
PCU Pond Area Improvements Design	\$150,000
County Road C Culvert Capacity Implementation	\$430,000
Kohlman Creek Storage and Detention Design	\$150,000
Funding for Implementation of Flood Risk Reduction Projects in 2025	\$3,170,000
Total =	\$5,400,000

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

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# New Reports/ Presentations

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## Memorandum

**To:** RWMWD Board of Managers  
**From:** Marcy Bean, Erin Anderson Wenz  
**Subject:** New Technology Mini Case Studies  
**Date:** December 6, 2023  
**c:** Paige Ahlborg and 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. Initiated in 2008, Barr has helped identify cutting-edge water quality improvement proprietary devices or materials and perform research in order determine whether a new technology seems worth implementing, ignoring, or following additional research or case studies as they are released. Barr staff track the latest industry trade magazines, conferences and expos, and available research (including research from the University of Minnesota) to identify potential new technologies worth considering. Specific topics have also been addressed at the request of the Board or district staff.

Since this work was initiated, over 80 products, practices and trending topics have been investigated. The attached spreadsheet is a living document that lists the research items and provides a brief summary. Most of these items have been prepared for the Board within the Project Status Memo with a more detailed summary. The information provided for these new technologies is often based on the manufacturer's claims. Performance claims have not been modeled or tested by district staff or Barr unless explicitly stated as such. This fall, the list was updated to include projects or districts where we know the technology has been implemented.

Barr and District staff reference this list as we consider new ways to implement projects throughout the District. We will continue to do so for the foreseeable future. We will also continue to include new entries to this list into the Board packet for the managers to review.



Year	Month Shared w/ Board	Category	Topic	Summary	Has the Technology Been Implemented?	More Info
2023	August	Practice	<b>Heated Sidewalks/Snowmelt System</b>	Recently, the City of Woodbury contacted RWMWD staff to ask whether grant funding may be available in 2024 to install a heated sidewalk or snowmelt system at the library entrance to reduce salt use. Although this type of request is new for RWMWD, staff found it potentially compelling, as Battle Creek Lake-the waterbody downstream of the relevant area is impaired by chloride (as deemed by the MPCA's impaired waters list). During this period, staff reviewed available information to better understand these kinds of systems and to explore ways to interpret the value relative to salt use reduction in the context of water quality improvement.	City of Columbia Heights - City Hall and Library; MnSCU Lake Superior College (Barr project); HERC in Minneapolis	<a href="https://www.mwmo.org/projects/heated-sidewalks-at-columbia-heights-city-hall/">https://www.mwmo.org/projects/heated-sidewalks-at-columbia-heights-city-hall/</a>
2023		Product	<b>Smart Ponds</b>	New technology that uses web based forecasts to determine whether or not to perform a controlled release of water in anticipation of high impact events like heavy rainstorms. The contained water has an increased infiltration time maximizing pollutant removal.	Morningside, Capitol Region	<a href="https://nationalstormwater.com/how-it-works/">https://nationalstormwater.com/how-it-works/</a>
2023	February	Trending Topic	<b>Edible Plants in Native Plant Community Restorations (Foraging)</b>	Native plants are implemented on nearly all District projects where the ground is opened, and planting is required. Goals in these projects are typically to increase biodiversity by introducing a diversity of plants (shrubs, trees, grasses, wildflowers, sedges, and ferns) to support pollinators and wildlife. These plants also work to improve stormwater infiltration, sequester carbon dioxide, build soil health, and look beautiful. They serve many purposes. Food production can be added to the list. By planting native food producing species, such as those mentioned above, people can forage for nutritious supplements to their diet.	Morningside	
2023	July	Tending Topic	<b>Blue Roof</b>	A blue roof is a roof that is intentionally designed to provide temporary water storage (typically for rainfall), which is gradually released. Blue roofs are constructed on flat or low low-sloped roofs in urban communities where flooding is a risk due to a lack of permeable surfaces for water to infiltrate. A blue roof's primary benefit is reducing peak storm- loading runoff rates.	MWMO. Considering this for St. Paul Youth Services retrofit project.	<a href="https://www.mwmo.org/news/braking-ground-on-new-green-infrastructure-projects-in-the-watershed/">https://www.mwmo.org/news/braking-ground-on-new-green-infrastructure-projects-in-the-watershed/</a>
2022	October	Practice	<b>Miyawaki Mini-Forest Assessment</b>	The Miyawaki Forest is a very productive method for quick and successful forest ecosystem restoration. It is proven to work around the globe as a tool for native forest regeneration. It could be a critical tool in our fight against the climate crisis and global loss of habitat and biodiversity.		<a href="https://www.sugiproject.com/blog/the-miyawaki-method-for-creating-forests">https://www.sugiproject.com/blog/the-miyawaki-method-for-creating-forests</a>
2022	June	Trending Topic	<b>Jumping Worms</b>	Jumping worms (Amynthas spp.) are an invasive species to Minnesota and greatly contribute to ecosystem disturbance through their impact to soil structure. Jumping worms degrade vital nutrients and deplete the organic layers of topsoil, which kills plants and increases erosion. Jumping worms are a serious threat to Minnesota's water quality and ecosystems. Since there are no management options for jumping worm infestations, preventing their spread should be a priority in all Watershed District projects.		<a href="https://www.dnr.state.mn.us/invasives/terrestrialanimals/jumping-worm/index.html">https://www.dnr.state.mn.us/invasives/terrestrialanimals/jumping-worm/index.html</a> <a href="https://www.aquashieldinc.com/">https://www.aquashieldinc.com/</a>
2021	April	Product	<b>Aqua Shield</b>	AquaShield is an inline, three-component treatment train designed to reduce large amounts of total suspended solids, hydrocarbons, some heavy metals such as zinc, other sediments, and floatables from stormwater runoff. The system consists of the AquaFilter, the AquaSwirl, and the AquaGuardian. Each component can be used individually, but the manufacturer suggests conjunctional use for full functionality. Each component and its required filter media is solely produced by the manufacturer, AquaShield.		Due to new filtration media and cost considerations, this new technology review has been updated since a previous version was included in a 2009 board packet.
2021	March	Product	<b>Beet Juice</b>	Reduction of roads salts is a complex problem due to the nature of road salt being a necessary component of road maintenance and public safety. In addition, the problem becomes more complex due chlorides being extremely difficult to remove once dissolved in water. One potential method to reduce salts is the addition of beet juice to salt brine. The addition of beet juice lowers the amount of salt and salt brine applied to roads. Beet juice salt brine mixtures also have other benefits such as a stickier surface, being less corrosive, and lowering the freezing temperature of water. However, there are some concerns with potential unintended consequences to the environment by replacing salt brine with beet juice. It is an important to consider the potential consequences of beet juice with the known consequences of not altering the high salt input to water bodies. If feasible and risks are not too high, using beet juice salt alternatives could be a good first step towards overall salt loading reduction to water bodies.	City of Prior Lake uses beet juice on the roads prior to certain winter storms, see some info here: <a href="https://stormwater.pca.state.mn.us/index.php?title=Success_stories_salt_reduction_and_cost_saving_examples">https://stormwater.pca.state.mn.us/index.php?title=Success_stories_salt_reduction_and_cost_saving_examples</a>	<a href="https://www.bloomberg.com/news/articles/2021-12-15/to-beat-winter-cities-fight-back-with-beets">https://www.bloomberg.com/news/articles/2021-12-15/to-beat-winter-cities-fight-back-with-beets</a>
2021		Product	<b>LG Sonic Buoy</b>	LG Sonic algae buoys present a new way to monitor, predict, and potentially control algal blooms. The installation of the monitoring buoy allows for a convenient way to warn the public about upcoming algal blooms that may be harmful for humans. A warning system of multiple days can be used instead of putting up signs the day of beach closures. Meanwhile, the installation of the MPC-buoy allows for a unique method to treat and prevent future algal blooms with a combination of real-time monitoring, artificial intelligence, and ultrasonic technology. Both LG Sonic buoys have a high capital cost but can prevent an economic loss from recreational lake closures and health hazards to the public. In addition, ultrasonic algal treatment offers the benefit of not releasing algal toxins like most chemical treatment methods. The primary drawback of this system is the high capital cost, especially if installed on a larger waterbody system where more than one buoy is needed.		HOLD

Year	Month Shared w/ Board	Category	Topic	Summary	Has the Technology Been Implemented?	More Info
2021		Product	<b>Molear Clear Generators</b>	The Molear Clear generator is an innovative technology that is more effective than standard aeration systems. Clear generator uses nanobubbles and their unique properties to treat water quality issues. Nanobubbles are neutrally buoyant, have a negatively charged surface, and are oxidative. The combination of the nanobubble properties results in an effective treatment and method to raise oxygen levels. One of the largest drawbacks for a Clear generator is the cost that includes the capital cost, maintenance cost, subscription service for real-time monitoring (if added), and the electric cost to run the system. The second primary drawback is the Clear generator has a rather intensive maintenance schedule. Therefore, it would be important to find someone to perform and track the maintenance schedule for the Clear generator. If the drawbacks of cost and maintenance can be overcome, the Clear generator could be a potential solution to algae prone stormwater ponds.		<a href="https://www.molear.com/products/clear">https://www.molear.com/products/clear</a>
2021	August	Practice	<b>New Education</b>	An important component to watershed management is the education and engagement of community members. Counties across the country are teaching their community members about local water quality issues through interactive programs. The primary goal of these programs is to teach community members about water quality issues in their watersheds and how the community can contribute to improving their watersheds. This new technology review will present how four communities are incorporating education into their watershed management programs.	RWMWD provides ongoing community education including their Water Stewards program; MWMO; CRWD; Minnehaha Crk WD	
2021	June	Product	<b>Realtime Controls</b>	Real-time controls are a new innovative technology that could be used to retrofit grey or green infrastructure sites. A retrofit of a current site has the potential to be cost saving compared to the replacement of a stormwater practice. In addition, the real-time controls and having logic be adjustable allows the system to be adaptable for the future with changing weather patterns. Real-time controls can be a useful tool to improve many types of stormwater management practices and make substantial water quality and quantity improvements compared to a passive control system. However, real-time controls do have drawbacks. Some drawbacks include the continuous cost and partnership with the real-time control company to continuously monitor and modify control logic as needed. Also majority of these real-time control systems are partially controlled by predicted forecasts, which inherently come with uncertainty. It may be hard to convince the public to trust a "smart system," especially one that is partially based using uncertain data like predicted forecasts. The final drawback is that once the real-time control is installed, improvements may not be immediate because time may be needed to fine tune the logic such as when the valve should open or close based on level depth. If all these drawbacks can be overcome, then real-time controls could be an innovative way to modify and improvement water quality stormwater practices such as detention ponds.	Willow Pond, Keller and Phalen weirs	
2021	November	Product	<b>Water Exclusion Treatment System</b>	The Water Exclusion Treatment System provides social and economic benefits by allowing beaches to remain open even if the remainder of the lake poses water quality concerns. The system has been proven to reduce turbidity, E. coli, and cyanobacteria, and installation could benefit lakes that are prone to algal blooms and beach closures. One drawback is the cost of repetitive installation/removal and maintenance, which may exceed the economic benefits of keeping beaches open during the summer. In addition, the Water Exclusion Treatment System is a regional solution and does not address larger issues, such as the cause of algal blooms.		<a href="https://www.sciencedirect.com/science/article/abs/pii/S0048969717337634">https://www.sciencedirect.com/science/article/abs/pii/S0048969717337634</a>
2020	January	Product	<b>BIOPOD Stormwater Planter and Nutrient Removal Device</b>	The BioPod treatment system is an all-in-one product for stormwater treatment. They can be placed in any standard site drainage and can remove pollutants including TSS, hydrocarbons, and nutrients with its proprietary StormMix™ media. BioPods come with multiple configurations and sizes. The manufacturer includes all of the necessary components for the BioPod's installation. One drawback of the unit's design is that if the outer casing is damaged, the entire unit will have to be replaced. A detailed maintenance guide is provided by the manufacturer and appears relatively straightforward. BioPods have had success in previous projects though none were conducted in cold climates. BioPods are a convenient product for removing pollutants through natural means, and are an aesthetically pleasing addition to the community.		<a href="https://oldcastleinfrastructure.com/brands/biopod/">https://oldcastleinfrastructure.com/brands/biopod/</a>
2020	November	Product	<b>Corrugated Metal Pipe Sand Filter by Lane Enterprises Inc.</b>	Throughout the District similar structures are being installed for cost share grants and to meet permit requirements for volume and water quality improvements. This prefabricated corrugated metal pipe sand filter system would potentially improve water quality improvements where infiltration would not be possible in existing soils. The expected cost of this system would be increased to those that do not employ the media but relatively simple construction methods make for a somewhat foolproof and seemingly effective technology for both volume reduction and water quality benefit. If one was to be installed with enhanced filtration media further improvements including total phosphorus reduction would be realized.	RWMWD	<a href="https://lane-enterprises.com/corrugated-metal-pipe-sand-filter">https://lane-enterprises.com/corrugated-metal-pipe-sand-filter</a>

Year	Month Shared w/ Board	Category	Topic	Summary	Has the Technology Been Implemented?	More Info
2019	November	Product	<b>In-Situ Harmful Algal Bloom Monitoring</b>	The In-Situ Harmful Algal Bloom Monitoring System is a long-term, deployable set-up that can be used for early blue green algae detection. In freshwater systems where early detection is key for community safety, the In-Situ system can be used to monitor and view algal species data in real-time. The system has higher equipment costs, but the low-maintenance and wireless data collection should help to reduce monitoring costs.		<a href="https://in-situ.com/us/hab-monitoring">https://in-situ.com/us/hab-monitoring</a>
2019		Product	<b>Downstream Defender by Hydro International</b>	The Downstream Defender uses vortex separation to remove sediments and floatable pollutants from stormwater. Its storage system retains these captured pollutants regardless of flow rate. The Defender's compact design allows for easy installation and can be used on sites with limited space. The Defender can handle multiple flow or pollutant reduction standards as it is available in multiple sizes. The installation and maintenance of the unit is straightforward and guides are provided by Hydro International. Overall the Downstream Defender is a well-designed BMP for solid and floatable pollution prevention.	Highland Bridge (Saint Paul), Bush-Desoto (2024, Saint Paul), Dakota County SWCD?	<a href="https://hydro-int.com/sites/default/files/downstream_defender_technical_brochure.pdf">https://hydro-int.com/sites/default/files/downstream_defender_technical_brochure.pdf</a>
2019		Product	<b>Energy Passive Groundwater Recharge Product (EGRP)</b>	By promoting infiltration during rain events, the EGRP acts as a facilitator for water transport evenly through the soil layers. Natural forces already balance water through the soil, the EGRP augments this process, and evenly distributes water via osmosis. EGRPs provide an environmentally-friendly, low-impact solution to flooding or poor infiltration, and require no maintenance after installation. By moving water more effectively through the soil, the EGRP drastically improves infiltration, particularly in areas affected by impervious surface runoff, and is well suited for stormwater management.		<a href="https://www.constructionecoservices.com/products-bmps/permanent-bmps/infiltration/#:~:text=The%20EGRP%20arrays%20initially%20capture,movements%20of%20soil%20and%20earth_">https://www.constructionecoservices.com/products-bmps/permanent-bmps/infiltration/#:~:text=The%20EGRP%20arrays%20initially%20capture,movements%20of%20soil%20and%20earth_</a>
2019	May	Product	<b>StormBrixx</b>	The StormBrixx units are well suited for stormwater management. They are versatile and multi-purpose – allowing for storage, infiltration, and treatment under greenspaces, parking lots, and roadway vicinities. They are primarily used in urban environments and offer an efficient underground storage space option. While they allow for camera inspections and maintenance equipment access, it could be difficult to fix an assembly once it is installed and operational since the access chambers are meant for equipment and not humans. StormBrixx is a good alternative to other underground stormwater management options – both in assembly and functionality. While there has not been many case studies in the Midwest, it is supposed to be frost resistance and it is recommended that StormBrixx are installed 12 inches below the frost line as a precaution.		<a href="https://acoswm.com/stormbrixx/hd/">https://acoswm.com/stormbrixx/hd/</a>
2019	June	Product	<b>Stroud Water Research Center: EnviroDIY - Mayfly Data Logger</b>	The Mayfly Data Logger offers users a cost-effective solution for developing water quality monitoring stations. Various sensors can be connected to the data logger offering numerous options for monitoring. Each combination of sensors, measurements, and data management requires a unique program/code. Nevertheless, there are many programs offered from Stroud Water Research Center or user data portals that can be copied and pasted into an Arduino sketch and uploaded to the Mayfly Data Logger with no or minimal editing required. Initial costs may be high to teach staff how to use the new hardware and software, but there are several manuals, user forums, and workshops offered through EnviroDIY to make the transition as seamless as possible. The option to share real-time monitoring data on the "Monitor My Watershed" webpage is another benefit.		<a href="https://www.envirodiy.org/mayfly/">https://www.envirodiy.org/mayfly/</a>
2019	July	Product	<b>BioClean - Watergate Automatic Retractable Screen (ARS)</b>	The Watergate ARS is a trash/debris control technology that can be placed inside the opening of a curb inlet catch basin. The screen remains closed and locked during dry weather and low/moderate flow conditions to capture trash and debris in the stainless steel screen. The screen can automatically open during larger storm events, where flows greater than 2" depth are developed, to prevent flooding. The screen will automatically close following the storm event due to the patented front-pivot design that biases the screen toward the closed position. Due to the automatic nature of the screen, minimal maintenance is required. Debris and trash blocked by the Watergate ARS can be collected through routine street sweeping practices. Yearly inspections are recommended to ensure that the opening/closing mechanism is functioning properly. The greatest benefit of the Watergate ARS unit exists in cities and counties where a routine street sweeping program is established. If a street sweeping program has not been established, alternative screen cleaning programs should be created to remove the debris and trash collected in the units. Otherwise, during large storm events the collected debris will discharge to downstream waterbodies.		<a href="https://www.stormwater.com/transportation-and-construction/treatment/video/33053109/bio-clean-ars-automatic-retractable-screen">https://www.stormwater.com/transportation-and-construction/treatment/video/33053109/bio-clean-ars-automatic-retractable-screen</a>

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2019	April	Product	<b>Preserver Pretreatment</b>	Overall, The Preserver is an effective option for pretreatment in new or existing sump manholes to remove solids from stormwater upstream of receiving treatment features or waterbodies. The Preserver provides comparable treatment efficiencies to other commercially available products, such as the SAFL Baffle. The design of The Preserver is also flexible enough to be installed in a range of sump manhole sizes. The installation and maintenance of The Preserver is relatively simple, and the design provides added ease of maintenance. The cost is also similar to other products. A potential drawback of The Preserver is that its clogging potentially may decrease its effectiveness, but more information is needed to determine how much of an impact or risk clogging would be.	NorthStar (new subdivision in VBWD/Lake Elmo), City of Shoreview (Gramsie Road)	<a href="https://www.momentumenv.com/">https://www.momentumenv.com/</a>
2019	February	Product	<b>Modular Wetland Systems (MWS) Downspout</b>	The MWS Downspout is well suited for applications high pollutant loading, and low flow rates and treatment volumes. The MWS Downspout is primarily used for roof runoff; however, it may also be installed in shallow catch basins. In addition to providing runoff treatment, the MWS Downspout can add aesthetic value to an industrial, commercial, or residential property. The MWS Downspout is a specialty product which may not be cost effective where roof runoff is already treated further downstream with an alternative biofiltration method. In situations where point-source pollutants are identified, this technology can provide effective roof runoff treatment, but does little to store, retain, or infiltrate other sources of large volumes of stormwater. There is also limited understanding as to its effectiveness in cold climates and susceptibility to damage from freezing or thawing.		<a href="https://www.conteches.com/modular-wetlands">https://www.conteches.com/modular-wetlands</a>
2019		Product	<b>Shoresox by Midwest Erosion Technologies</b>	The ShoreSOX® is a patented photodegradable knitted polyethylene soft armor with a burlap lining designed to stabilize shorelines and hillslopes. The ShoreSOX® is filled with organic material, rolled to wrap the slope, and anchored in place. Once planted, the design becomes stronger over time as root systems develop. Eventually the ShoreSOX will degrade, but it is still expected to last several decades, giving plenty of time for vegetative establishment.		<a href="https://www.soxxerosion.com/erosion-control-solutions/dredgesox/">https://www.soxxerosion.com/erosion-control-solutions/dredgesox/</a>
2018	November	Product	<b>ProCom NEPTUN System</b>	The ProCom NEPTUN system offers a new and innovative electrical fish barrier alternative that has been shown to significantly reduce the passage of fish species through the barrier and assist in guiding invasive species to traps for removal. The system is portable and has ease of installation. Due to the non-homogeneous electrical field, the system has a higher efficiency for deterring fish of various sizes and provides more time for fish to react to the field, reducing the number of fatalities. The primary drawback of the system is that the vertical arrangement of the electrodes may require more maintenance than the traditional horizontal systems depending on specific site characteristics.		<a href="https://fishprotection.eu/">https://fishprotection.eu/</a>
2018	December	Product	<b>NutrimaxTM Advanced Vegetated Bioretention</b>	The Nutrimax wetland system offers a unique way to treat stormwater runoff in areas where space is limited for BMP retrofit options. The design of the Nutrimax allows for efficient treatment of runoff, showing high nutrient removal efficiencies in testing. Additionally, the Nutrimax has lower maintenance requirements than other large BMPs, and has been designed to reduce the maintenance effort. One drawback of the Nutrimax is that there are few published cases of its performance after installation in a real setting, but perhaps some of the applications presented here will provide insight into its field performance after the projects have been completed.		
2018	August	Product	<b>FilterPave</b>	FilterPave offers a new and innovative permeable pavement alternative that significantly reduces stormwater runoff and water quality of runoff for downstream water sources. Additionally, FilterPave has been shown to perform better than current permeable pavement technologies, infiltrating almost twice the amount of water than porous asphalt and concrete. FilterPave has also shown to work well in cold climates (Wisconsin and Canada) that experience freeze-thaw cycles throughout the year. Perhaps the primary drawback of FilterPave is its high cost when compared to traditional pavement options, and even other permeable pavement options. However, because of its increased porosity, maintenance costs may be decreased and offset the high material cost.		
2018	November	Trending Topic	<b>Harmful Algal Blooms in MN</b>	Outbreaks of HABs are an increasing concern as our lakes see heightened nutrient inputs, experience warmer temperatures, and see prolonged periods of stratification. In recent years, HABs have been reported in Minnesota Lakes including Lake of the Woods, Carver Lake in Woodbury, and Lake Cornelia in Edina. In order for us to gain momentum on HAB proliferation we need better technologies and methodologies for monitoring, early detection, early warning, and mitigation. Analyses on lake thermal structure is allowing for enhanced understanding on how to establish effective monitoring techniques to capture peak algal concentrations. Molecular analysis methods may assist in early detection and warning by allowing us to predict toxin production before it occurs by mapping toxin production genes in cyanobacteria species. Satellites are also showing remote algal monitoring capabilities. As far as iron aggregate has the potential to be a viable solution for phosphorus capture in sediments of waterbodies, and has been shown to do so in the laboratory. More research is needed to understand if iron aggregate will be effective at capturing phosphorus in lakes and ponds, how iron aggregate compares to other treatment methods for controlling internal phosphorus loading, and how long iron aggregate will be effective after application in the field.		A review of what we know, what can be done, and why we care.
2018	May	Practice	<b>Pond and Lake Iron Aggregate Application for Internal Phosphorus Loading Control</b>		Shoreview Pond	



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2018	February	Product	<b>UV Light to Control Aquatic Invasive Plants by Inventive Resources, Inc.</b>	Inventive Resources Inc. UV light boat shows a lot of promise in the fight of aquatic invasive species. With further research, this could be an important tool in the control of invasive species		
2017		Product	<b>Envirolok Vegetated Environmental Solutions</b>	Envirolok provides systems that offer shoreline protection, slope stabilization, retaining walls, and erosion control. Their systems provide support over soft, saturated streambeds and shoreline environments while allowing construction to follow existing contours.		
2017		Product	<b>Bio Clean SciCLONE Hydrodynamic Separator</b>	The SciCLONE is a durable and effective subsurface system for stormwater treatment or pretreatment. The various SciCLONE sizes available provide versatility for different site applications and effective subsurface stormwater treatment for TSS, oil, grease, floatables, trash, and other contaminants. As with any stormwater BMP proper inspection and maintenance is required to maintain effectiveness of the system.	City of Shakopee's Lot A underground filtration system	Josh Phillips' project: (23701091.00)
2017		Product	<b>Creative Water Solutions (CWS) PoolMoss Pro</b>	CWS PoolMoss™ provides a unique technology for improving water quality in all different types of water bodies. From industrial to residential, CWS offers services to many types of clients throughout the United States. PoolMoss™ Pro can reduce turbidity, odor, and chemicals used in the treatment process. Inspired by the moss surrounding the clean and clear boundary waters in Northern Minnesota, the highly acidic sphagnum moss is provided to customers dried and cut into boards that are easily placed in open or closed contact chambers, based on the movement of the water being treated. With limited maintenance required during the treatment process, the moss can be in the water for about a month before needing to be changed. Moss treatment can be used in naturally occurring and man-made ponds and streams to purify water, specifically reducing turbidity and odor.		
2017		Product	<b>Snow Machines Inc. (SMI) Evaporators</b>	SMI Evaporators provide a unique new technology for improving evaporation for ponds and other water bodies. SMI Evaporators are primarily used in constructed industrial or municipal ponds and it appears this technology has not been extensively evaluated for stormwater applications. Prior to implementation for environmental applications, this technology would need to be reviewed by the local environmental agencies to evaluate environmental impacts. SMI offers versatility with land based and water based evaporators, however there must be a power source near the evaporators and some applications require a control panel that can monitor wind speed, wind direction, and temperature. Industrial and municipal ponds are generally controlled environments with limited public interference, however stormwater applications may often include public water and land. The societal and recreational effects of implementing this technology on public waters should be understood prior to implementation. Finally, technical challenges such as climate constraints, spray drift, energy use may limit this technology's ability to provide effective evaporation in the upper Midwest climate.	VBWD permitted a project at Lake Elmo Airport that used this or something similar. Talk to John Hanson for more info.	P:\Mpls\23 MN\82\2382020\MovedFromMpls_P\2020\2020-11 Lake Elmo Airport
2017		Product	<b>Modular Wetland System (MWS) Linear</b>	The MWS Linear is well suited for applications with limited right-of-way, high pollutant loading, and low flow rates or required treatment volumes. The MWS Linear is a specialty product which may not be cost effective where adjacent land can be utilized for other effective structural BMPs. In situations where point-source pollutants are identified, this technology can provide effective runoff treatment but does little to store, retain, or infiltrate large volumes of stormwater. There is also limited understanding as to its effectiveness in cold climates and susceptibility to damage from freeze/thaw.		
2017		Product	<b>Dual Vortex Separator</b>	The DVS offers a durable design for stormwater treatment or pretreatment in locations with limited available space. The customizable design of the DVS allows it to trap trash, debris, floatables, sediment, and nutrients from stormwater without causing flooding issues upstream. As with any stormwater BMP proper inspection and maintenance is required to maintain effectiveness of the system.	CRWD Ford Site	
2017		Product	<b>Flexstorm Catch-It Inlet Protection</b>	The Flexstorm Catch-It Inlet Filter provides a versatile and durable product for inlet protection. The technology is designed to provide up to 82% filtration efficiency, which limits sediment transport from construction activities into the storm sewers. While this technology boasts of improved capacity without compromising on filtration, the trade-off is found in the cost. The initial cost of a Flexstorm Catch-It Inlet Filter can be up to twice that of comparable alternatives, however Flexstorm's potential for reuse provides opportunities to save in the long run. As is the case with most erosion and sediment control products, the Catch-It Inlet Filter is only as good as its maintenance. Proper maintenance is key to the effectiveness of this product. Where installed, an inspection and maintenance plan should be established to ensure the inlet protection is clean and working properly.		
2017		Product	<b>Faircloth Skimmer Surface Drain</b>	The Faircloth Skimmer surface drain provides a new methodology for discharging from sedimentation basins. This technology has the potential to provide cleaner effluent and improve the effectiveness of sedimentation basins. While its simple design and various sizing options allow for maneuverability within the variations of construction projects, the technology is also limited by its requirement of an overflow structure within the basin. Lastly, proper maintenance is key to the effectiveness of this product. Where installed, an inspection and maintenance plan should be established to ensure the skimmer is clean and working properly at all times.		

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2016		Product	<b>Ultrasonic Algae Control Device by SonicSolutions</b>	While each algae treatment application will vary based on the type of algae and the size, shape, depth, and retention time of the water body; the ultrasonic algae control device appears to be a promising option for controlling algae growth, and the manufacturer claims thousands of successful applications of the product. However, for natural waterbodies, algae is the base of the food chain and essential to the ecosystem. This technology's methodology of controlling algae growth by breaking the algae down at the cellular level may cause significant repercussions in the waterbody's ecosystem. Careful attention must be shown to preserving aquatic life for any application of this product, and this product's usefulness may be limited to artificial water bodies such as stormwater ponds or wastewater ponds. This technology has a high capital cost, but may be similar to other methods when comparing annualized costs. Applications with an external power source would be much more cost effective than applications requiring solar power, however, the solar power option could be advantageous for promoting sustainability.		
2016		Product	<b>Modified Philip Dunne (MPD) Infiltrometer Kit by Upstream Technologies</b>	When compared to traditional double ring infiltrometer tests, this new technology provides simpler and more cost-effective option for determining infiltration rates. The MPD Infiltrometer has potential for use not only during design and construction, but also during annual maintenance and inspections, to evaluate infiltration over the lifespan of the stormwater feature. The MPD Infiltrometer shows high potential as a new technology for determining infiltration rates. However, because the product is not currently recognized as the standard within the industry, additional tests and studies should be performed to ensure accuracy and validity of tests.	Barr owns multiple of these.	Talk to Gareth Becker
2016		Product	<b>Garden Roof by American Hydrotech, Inc.</b>	Garden Roofs by American Hydrotech Inc. can retain stormwater and reduce runoff rates. The roofs are highly customizable and can be designed for maximum stormwater retention or for recreational purposes. Regular care and maintenance is required, and irrigation systems can be beneficial during dry periods. American Hydrotech Inc. has developed a hydrology tool that can be used to optimize the design of Garden Roofs to meet specifications. Overall, Garden Roofs eliminate impervious roof surfaces and retain stormwater.		<a href="https://www.hydrotechusa.com/assemblies/garden-roof">https://www.hydrotechusa.com/assemblies/garden-roof</a>
2016		Product	<b>Hydro DryScreen</b>	The Hydro DryScreen baffle by Hydro International is a promising, though expensive technology that has been designed to remove the majority of solid debris from storm sewer systems. Annual maintenance requires confined space entry and cleaning with a vacuum truck. Additionally, the baffle box provides more storage capacity than standard baffle boxes and comes in a variety of sizes. Overall, the Hydro DryScreen is designed to be installed in areas where debris removal is a primary goal.		
2016		Product	<b>Biomatrix Water's Floating Riverbanks</b>	Floating riverbanks by Biomatrix Water are a promising technology for improved visual aesthetics, increased wildlife habitat, and aiding overall restoration of rivers, canals, marinas, reservoirs, and lakes. They do not limit stormwater flow through channels, and they are designed to be both sturdy and improve water quality. Biomatrix Water has developed a proprietary dynamic media that fosters ideal aquatic ecosystems which in turn result in improved water quality. Floating riverbanks are typically sustainable in temperate and tropical climates, though they may require plant care or replanting if damaged.		
2016		Product	<b>SNOUT Hood and Bio-Skirt by Best Management Products, Inc (BMP)</b>	Where space is limited for traditional best management practices, the SNOUT Hood and Bio-skirt, have the potential to provide water quality treatment or pretreatment. Applications may include right-of-way installations, manhole or catch basin retrofits, or pretreatment upstream of underground storage systems. An adequate inspection and maintenance plan must be established, and there are some concerns about cold weather applications or increased losses in high flow events, but overall the SNOUT Hood and Bio-skirt show potential as a water quality treatment option. BMP's Adopt-A-Snout program may be a good option for testing the technology in the local climate.	Eagan City Hall, North and East and Midway St. Paul Target Stores	This required an inlet protection net in 2022 BMP projects
2016		Product	<b>EcoStorm Plus Stormwater Filtration System</b>	Because it employs multiple physical and chemical removal methods, EcoStorm® Plus is a promising technology for removal of phosphorus, heavy metals, and total suspended solids. Since it is manufactured to be the same dimensions of a standard manhole, it is easy to install in both new and existing storm sewer systems. The filter system should work effectively when installed upstream of inlets to waterbodies to reduce pollution in ponds, lakes, and streams, however the relatively high cost of production and installation may limit widespread use of this technology for large scale projects.		

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2016		Product	<b>Kraken Filter - Applications for Water Quality Treatment of Stormwater</b>	The Kraken filter is a well-designed product for stormwater quality treatment. With universal concerns of TSS in stormwater runoff, water quality is a large concern and the Kraken filter has the ability to treat stormwater runoff to the required limits. Though traditional BMPs are often above ground basins, the Kraken filter is an entirely underground system which may be advantageous for projects with limited space, however the system's requirement to be in-line with a stormsewer could be restrictive or require additional costs of infrastructure. It's pretreatment, membrane filtration, and bypass capabilities are suitable for water quality treatment, but high costs may limit this products implementation to special situations or smaller project sites.	CRWD may have some of these, there are some installed in Minneapolis (SLJ3); RPB/CWD installed two in parallel in 2022 in Chanhassen (HNH)	<a href="https://www.conteches.com/kraken">https://www.conteches.com/kraken</a>
2016		Product	<b>Conductive Concrete - Applications for Water Quality Management</b>	This new technology shows potential for reducing the use of road salt and limiting the pollution of chlorides in our surface waters, however the implementation of this technology appears to be quite a ways out. The concrete industry is not one to readily take risks on new products or designs, and conductive concrete will have to prove its worth before being accepted as a viable, cost-effective option.		
2016		Product	<b>Tire Derived Aggregate (TDA) - Stormwater Management System</b>	The application of TDA in public roadway construction has seen significant advances, but TDA's use in stormwater retention and infiltration is still minimal. By providing a low cost alternative to conventional aggregate and structural detention/retention systems, TDA is a potential option for stormwater management. However, due to lack of research into groundwater and surface water contamination from TDA, and the requirement for MPCA review and approval prior to any application, Barr is hesitant to recommend TDA as a viable option for stormwater retention and infiltration projects. If additional water quality studies are developed and able to dismiss water quality concerns, TDA has the potential to take on a larger role in storm water management, but for now it is advisable to continue using conventional methods to meet stormwater needs.	MWMO	
2015		Product	<b>StormTrap - Precast Concrete Modular Stormwater Management System</b>	Due to the retrofit opportunities for underground installation in areas that may not be practical for surface stormwater management/treatment, StormTrap systems appear to have potential for flood control, sediment/nutrient removal, and water reuse. Like other underground systems, the effectiveness of the StormTrap systems, especially for water treatment uses, is dependent on regular inspection and maintenance. If accountable maintenance can be depended on, this technology warrants installation where space is limited for other BMP's.	Highland Bridge St. Paul (storage only), Towerside District Stormwater System, Liberty Crossings	
2015		Product	<b>BaySeparator</b>	Similar in design and installation to other in-ground catch basin based BMP systems, BaySeparator appears to have less robust TSS removal rates and therefore less reduction in total nutrients from stormwater runoff. Like their competitor products however, systematic maintenance is essential for lasting effectiveness. Without regular maintenance, the system would become non-functional in treating stormwater runoff. Only in highly impervious retrofit scenarios would this product be applicable and even then other similar products should be evaluated.	CRWD Ford Site	
2015		Product	<b>Nutrient Separating Baffle Box by Suntree Technologies Inc.</b>	Due to the retrofit opportunities for in right-of-way installation, baffle boxes and specifically the Suntree Separating Baffle Box, appears to have potential for sediment, TSS, and nutrient removal. Like other in-ground systems such as catch basin inserts, underground storage vaults, or hydrodynamic separators the life-span and effectiveness of the baffle box is totally dependent on a regular inspection and maintenance regime. If accountable maintenance can be depended on this technology warrants installation where space is limited for other BMP's.		
2015		Product	<b>Permeable Lime Barriers</b>	One way to feed calcium and calcium carbonate into a wetland system is to use a permeable lime barrier at the upstream end of a wetland complex. Permeable lime barriers (PRBs) are designed to allow calcium to dissolve into water that passer through the barrier and to directly form calcium bound phosphorus (Ca-P) or calcite bound phosphorus. These barriers are typically constructed of cobble sized limestone such that water can pass through them but also to maximize the contact of water and the limestone. In general, these studies have shown that an increase in the concentration of calcium and carbonate in the water column enhanced the removal phosphorus and inhibited phosphorus release from sediment.	CC17 Filters: RWMWD- Kohlman Basin Permeable Weirs, Arbogast Stormwater Filter. SWWD- Seasons Park Filter  Spent Lime Filters: RWMWD- Underground Spent Lime Filter at Frost-Kennard, Willow Pond Spent Lime Filter; VBWD- Silver Lake Spent Lime Filter  Spent Lime Pond Application: Wakefield Pond	
2014	November	Product	<b>Fabco</b>	FocalPoint Biofiltration is a modular filtration rain garden with pre-engineered components and a proprietary filter media blend. PhosphoReduc Filtration Media is a proprietary filter material designed to capture and detain dissolved phosphorus. Chemically similar to iron enhanced sand. PhosphoReduc has given exclusive rights to the use of their filtration technology to Convergent Water Technologies who developed the FocalPoint Biofiltration system. Fabco is the local Midwest distributor.		

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2014	September	Product	<b>Fiberweb</b>	Fiberweb (through its sub-companies, TERRAM, Typar and Boddington's) offers a suite porous pavement products for any vehicle load or traffic level, including in areas that require load dispersal to protect tree roots.		
2014	March	Product	<b>KloroStone</b>	KloroStone is a permeable pavement system comprised of fused aggregate ceramic pavers.		
2014	February	Product	<b>PaveDrain</b>	PaveDrain is a permeable pavement system comprised of articulated concrete block mats.	RWMWD District office	
2014	February	Product	<b>Netlon</b>	Netlon Advanced Turf is a rootzone system that brings resilience, durability and increased health to natural grass surfaces. The stabilized rootzone allows natural turf areas that can withstand greater use and heavier loads.		
2014	January	Product	<b>SwaleGuard</b>	Improves filtration performance and extends service life. Can be used for grassy swale and parkway culvert. Filters sediment, debris and free oils from runoff prior to entering the vegetated swale or street.		
2014	January	Product	<b>Bio-Mod</b>	Bio-Mod is a modular, pre-cast concrete biofiltration cell system that has been developed to add consistency to design and construction, with features to enhance filter performance, structural integrity and reduced construction and on-going maintenance.		
2013	June	Product	<b>MM&amp;S Algae Killing Product</b>	Several years ago Minnesota Mulch and Soil (MM&S) stored wood mulch adjacent to an agriculture waste pond and the pond saw a dramatic decline in blue-green algae and duckweed. Eventually the mulch was pinpointed and testing as having beneficial bacteria and microbes. The bacterial microbe blend was isolated and has unique properties that may help destroy algae including white rot fungus and high levels of manganese. These certain microbes have proven difficult to isolate and the mulch may be creating ideal conditions by creating elevated temperatures during decomposition (112-124 F). MM&S sent informational flyers to local watershed districts and municipal water resource engineers in order to recruit volunteers and sites to reproduce the experiment again. MM&S does not see applicable use for large water bodies but does see promise in using it in filtration berms or buffer applications upstream or around water bodies. No design guidelines are currently available. While they realize that there is not enough research to move forward with commercial applications, MM&S is hoping to enlist watershed districts, cities, or park departments that may be interested in demonstrating the product so that more testing can be done. MM&S claims to have a group of masters and PHD candidates from the University of MN available to control and study the results.		
2013	June	Product	<b>Contech UrbanGreen Stormfilter</b>	A flow-through filtration system that uses cartridges filled with various media to target TSS, heavy metals, organics or phosphorous removal. Cartridges have flexible sizes and configurations based on use/ flowrate. Can be configured to filter stormwater upstream at curb inlets, linear grates, catch basins, or downspouts; or downstream via vault/manhole, high flow or volume configurations	Highland Bridge (Saint Paul); MWMO	
2013	March	Product	<b>WexcoEnv Aerator</b>	Micro Bubble Diffusion (MBD) Aeration uses a vacuum to produce smaller bubbles than typical pressure-based aerators. The studies show it is highly effective in stimulating aerobic bacterial growth to reduce sludge. If used in conjunction with bacterial supplements in a pond application, it might accelerate bacterial growth and improve the likelihood of algae removal. It could also improve dissolved oxygen to prevent fish kill during algae decomposition. Wexco is open to bench testing and/or pilot studies of MBD in freshwater because they believe it's a viable application.		
2012	December	Product	<b>StormTreat</b>	StormTreat Systems is a modular treatment train. Unlike other proprietary stormwater treatment devices, the StormTreat System specifically incorporates plants and biofiltration into its treatment train. Due to its flexible design placement, small footprint, and tested pollutant removal technologies, the StormTreat System doesn't do anything new but does it in a small, robust, inexpensive package worth further consideration.		
2012	November	Product	<b>Kria Ionizer</b>	The Kria Ionizer water treatment system works by charging water with the superoxide radical which is electrochemically generated from oxygen in the atmosphere. This results in elevated levels of oxygen in the water.		
2012	November	Practice	<b>Crowd Hydrology</b>	Presentation outlines crowdsourcing and how it can be used with hydrology in the community. Presentation created by Jonathon Carter.		
2012	February	Product	<b>Phoslock</b>	Phoslock is a modified bentonite clay product designed to be spread on the surface of water bodies, bind with and permanently remove free reactive phosphorus. The introduction of Lanthanum, a rare earth metal, creates concerns regarding safety, public perception, and long-term effectiveness due to a lack of research. Also, alum, which is known to be effective and safe, is commonly available and most likely more cost effective. Phoslock is would be best tested locally in a system with limited external loading or short hydraulic retention times but further research should be considered when made available.		
2012	June	Product	<b>PorousPave</b>	PorousPave is a flexible permeable paving product made primarily of recycled tires. PorousPave's unique properties make it better suited for certain applications than hard porous paving types. Its low impact installation, flexibility and light weight might make it preferable to other types of permeable paving.		



Year	Month Shared w/ Board	Category	Topic	Summary	Has the Technology Been Implemented?	More Info
2011	October	Product	<b>Baraclear by Aquabloc</b>	Baraclear, produced by Aquabloc, is a lake or pond treatment product designed to control internal phosphorus loading. This product is not appropriate for lake or pond treatments to control internal phosphorus loading.		
2011	June	Product	<b>Percoa Porous Pavement Products</b>	Percoa porous pavement products are prefabricated blocks of concrete measuring 4' x 4' x 6". Percoa porous concrete blocks offer a promising way to apply the stormwater benefits of pervious pavements and eliminate the inconsistencies that have come from poured in place porous concrete. Concerns about the size and flexibility of production exist but a field trial is recommended.		
2011	May	Product	<b>Rain Guardian</b>	The Rain Guardian is a rainwater garden inlet structure designed to capture and store sediments and debris for removal. Designed by Anoka Conservation District; patent pending. The Rain Guardian is a simple, affordable sump catch basin that is capable of detaining sediment prior to it entering a rainwater garden. However, due to the fragile and easily clogged screen filter, maintenance will have to occur frequently to keep the Rain Guardian functioning as designed. Durability is also a concern due to the fact that the assembly is constructed out of composite decking material.	Rain Guardian Foxhole installed at Mounds Park Academy retrofit site in 2022. Installing three "Rain guardian Turrets" at Aldrich Arena this spring under RWMWD's 2024 CIP. GWB	<a href="https://rainguardian.biz/project-planing/turret">https://rainguardian.biz/project-planing/turret</a>
2010	June	Product	<b>Smart Drain</b>	Smart Drain is a proprietary product designed to move water below the ground surface towards a collector pipe. It is currently being tested for use in bio-filtration basins and other stormwater BMPs as a way to increase detention time and hydraulic residency in order to increase filtration, aid with infiltration, and reduce peak flows. Smart Drain has interesting potential for its use in bio-filtration basins to increase detention time, and thus optimizing contaminant removal and reducing peak flows. It is comparable in price to the traditional under drain system and its application should be field tested.		
2010	June	Product	<b>StormBloc</b>	Stormbloc™ is a cellular block type structure used for subsurface stormwater detention and infiltration systems. Stormbloc™ is the only 'crate' type system on the market with a patented inspection / maintenance tunnel through each block. The modular blocks make Stormbloc™ quick and easy to install in almost any application, including industrial and commercial projects as well as residential developments, low impact development schemes and conveyance applications. Strong enough to withstand traffic loads, Stormbloc™ can be installed under roads, parking areas, driveways and landscaped areas without additional protection.		
2010	June	Product	<b>Imbrium Jellyfish</b>	Imbrium Jellyfish is a chamber filtration system designed to capture stormwater runoff. The filter system has a minimized footprint compared to other hydrodynamic separators and self-contained filtration units. The Jellyfish system offers the smallest footprint of comparable filtration units and ease in replacing spent filtration units or 'tentacles'. It also offers increased flow capacity while trapping up to 80% TSS. Where space is limited the Jellyfish system offers an economical option in capturing most if not all large sediment, floatables including oil, and up to 50% dissolved phosphorus.		
2010	March	Practice	<b>Iron Enhanced Sand</b>	Iron Enhanced Sand filters are filtration BMPs that incorporate filtration media mixed with iron. The iron removes several dissolved constituents, including phosphate, from stormwater. They are useful for achieving low phosphorus levels needed to improve nutrient impaired waters. It is important to note that iron is not appropriate for all filtration practices due to the potential for iron loss or plugging in low oxygen or persistently inundated filtration practices.	37th Avenue Greenway in Mpls, Highland Bridge (Saint Paul); RPB/CWD Silver Lake IES ditch checks in Chanhassen, several locations across RWMWD, including Maplewood Mall and Beam Avenue stormwater filter.	
2010	March	Product	<b>Imbrium Sorbtivefilter</b>	Imbrium SorbtiveMedia is a proprietary filter media material specifically designed to absorb and contain both non-dissolved and dissolved phosphorus in stormwater runoff. SorbtiveFilter is an underground housing unit for SorbtiveMedia filter chambers. SorbtiveMedia shows potential as a substitute or additive for commonly used filter media such as sand or perlite in a variety of stormwater runoff BMP's. SorbtiveFilter is similar to other filter treatment units but due to its use of SorbtiveMedia it should be considered in highly urbanized locations where room for other BMP's with greater storage volume is not available.		
2010	March	Product	<b>Obsorb by ABS Materials</b>	Obsorb by ABS Materials is an organosilica material that can be used to capture stormwater contaminants such as heavy metals, VOC's, PCB's and potentially suspended nutrients. BioMix-Osorb is pre-mixed for installation in BMP's. Osorb and BioMix-Osorb shows potential as an experimental pollutant removal additive for commonly used filter media such as sand in a variety of stormwater runoff BMP's. Best applied in industrial areas where high concentrations of pollutants containing metals, oils, chlorinated solvents or VOC's are present. Osorb is similar to other newly released soil amendments on the market and the on-going research should be tracked before warranting application.		
2009	October	Product	<b>Silva Cells</b>	Modular soil housing and stormwater runoff holding cells that use suspended pavement. Although Silva Cells appear to provide a relatively small amount of stormwater runoff treatment, their real value lies in the increased life span and growth rate of trees and shrubs in an urban landscape	Century College White Bear Lake campus parking lot in VBWD; Minneapolis	

Year	Month Shared w/ Board	Category	Topic	Summary	Has the Technology Been Implemented?	More Info
2009	July	Product	Triton Stormwater Solutions	Triton Stormwater Solutions underground stormwater detention and infiltration chamber system. System incorporates a unique main header row of chambers designed for sediment concentration and ease of maintenance and access. In areas with a high percentage of impervious land cover such as a large retail store, the Triton Stormwater chamber system can efficiently store and potentially infiltrate stormwater runoff. Maintenance does require special equipment and training.		
2009	May	Product	Bumpout	Bumpout is a 3 part pre-fabricated stormwater treatment system. Provides moderate pollutant removal from stormwater runoff. Best used in areas where space is limited and restrictive of other BMP options. A strict maintenance regime is required to maintain effectiveness. Not cost effective where other BMPs are an option.		
2008	October	Product	Aquip Industrial Point Source Filtration	The Aquip Industrial Point Source Filtration removes particulates and dissolved pollutants by using passive filtration with no chemicals and no backwash. It works as a gravity flow-through system with no moving parts and can operate unattended 24/7. Some of the benefits include removing suspended solids, turbidity, dissolved pollutants including heavy metals, organics, and phosphorus.		
2008	September	Product	Filterra	Stormwater Tree Pit a.k.a., Tree Box Filter, Tree Pit. Stormwater volume, flow rate, temperature and pollutant reduction by capturing the water quality volume (WQV) of intermittent runoff flows	MWMO, Northpoint Health and Wellness Center	

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# Administrator's Report

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## MEMO

**TO:** Board of Managers and Staff  
**FROM:** Tina Carstens, Administrator  
**SUBJECT:** November Administrator's Report  
**DATE:** December 7, 2023

### A. Meetings Attended

Monday, October 30	2:00 PM	MN Watersheds Summer Tour
Tuesday, October 31	1:00 PM	MN SCU Engagement Core Meeting
Wednesday, November 1	6:30 PM	Board Meeting
Tuesday, November 7	8:30 AM	MAWA Executive Committee
	10:00 AM	Washington County Meeting
	2:00 PM	Emergency Response Plan Meeting - WBL
Thursday, November 9	12:30 PM	Street Sweeping Program Discussion
	2:00 PM	Minnesota Watersheds Conference Planning
Friday, November 10	ALL DAY	Holiday
Monday, November 13	9:30 AM	DEIA Staff Training
	2:00 PM	Emergency Response Plan Meeting – NSP
Wednesday, November 15	9:00 AM	Insurance Benefits Meeting
Thursday, November 16	10:00 AM	Emergency Response Plan Meeting – St. Paul
	5:00 PM	Watershed Excellence Awards
Friday, November 17	9:00 AM	Metro-INET On-Site Meeting
	12:00 PM	Metro Administrator's Meeting
Thursday, November 23	ALL DAY	Holiday
Friday, November 24	ALL DAY	Holiday
Monday, November 27	9:30 AM	Staff DEIA Workgroup
November 28 – December 1	ALL DAY	Minnesota Watersheds Conference
Monday, December 4	2:00 PM	MPCA Impaired Waters Meeting
Tuesday, December 5	8:30 AM	MAWA Executive Committee
	1:00 PM	Ames Lake Flood Risk Reduction Project

### B. Upcoming Meetings and Dates

Staff and Board Holiday Party	Tuesday, December 19 at 11:30 am
January Board Meeting	January 3, 2023



### **C. Board Action Log and Updates**

This month's board action log is attached. I review this list each month and add anything suggested in the previous meeting.

I have received comments from two board members for the board governance manual and will consider those as I make revisions and send you the next version for the January meeting. You will also see the boundary change project plan at the January meeting.

### **D. Staff Presentations at BWSR Academy and Minnesota Watersheds Conferences**

Since the last board meeting, two staff have presented at conferences. Here are the summaries and comments about the presentations from the staff.

- Risks, Rewards, and Applications of Innovative Stormwater BMPs – Eric Korte (RWMWD), Justine Dauphinais (Coon Creek WD), and Forrest Kelley (Capitol Region WD) – Presented at BWSR Academy
  - From Eric: This presentation shared stories of bringing new ideas and technologies from the lab to the field. Case studies were used on several innovative BMPs including alum injection, filtration media mixtures, and real time controls synched to weather forecasting. The session was full with approximately 60 people. I talked about the alum plant and Frost Kennard Spent Lime and why there were put in place, how they work, how well they work, and lessons learned. We filled 1.5 hours and backed up against lunch so didn't have a lot of time for questions but did get some discussion regarding our spent lime systems and how long it is effective.
- Enhanced Watershed Engagement: Plunging into the Diversity of our Residents (Experiential Learning) - Co-facilitated by Mary Fitzgerald (RWMWD) along with Bassett Creek, Brown's Creek, Capitol Region, Comfort Lake-Forest Lake, Minnehaha Creek, Mississippi, Nine Mile, Riley-Purgatory-Bluff Creek, EOR, and Hennepin County – Presented at the Minnesota Watersheds Conference
  - From Mary: In this experiential learning activity, we illustrated that having diverse perspectives represented in your watershed may change how you think about diversity, equity, inclusion and accessibility, and how you interact with the watershed community. There were about 50-60 people in attendance mostly comprised of watershed district employees, board managers, and private consultants. There was positive feedback that the activity was insightful, and people enjoyed the non-traditional format of a conference presentation. This presentation will hopefully bring new members to the MN Watershed DEIA Workgroup from various parts of the state.

- Minnesota Water Workforce Pilot: What it is and How it Can Help You - Co-Presented by Michelle Stockness (Freshwater), Jessica Sahu Teli (Freshwater) and Mary Fitzgerald (RWMWD)
  - Presented at the Minnesota Watersheds Conference
    - From Mary: The Minnesota Water Workforce Pilot is a new pilot program to collaborate on workforce strategies and tactics to encourage more people to join the water industry and more diverse candidates. There were about 30-40 people in attendance. We were able to share a toolkit the pilot program has been working on over the past year that is now live on Freshwater's website. There was great discussion with audience members after the presentation about how to use these tools and how we can all work together across watersheds to help increase awareness and access to youth and young adults.

#### **E. Minnesota Watersheds Annual Conference**

The Minnesota Watersheds Annual Conference was held from November 28-December 1. Managers Eisele and Karp attended and were delegates for the business meeting, representing RWMWD. Several staff also attended the conference.

The conference was a great mix of networking with our watershed colleagues and learning from them at excellent educational sessions.

We can take the time on the agenda for the board members and staff to share any insights or general comments about the conference.

For another Minnesota Watersheds update, a state region hosts a summer tour event each year. The tour will be held next year in Region 3, the metro area. Anna Eleria (Capitol Region WD) and I have volunteered to assemble a planning team to plan a tour on the east side of the Twin Cities. The date of the summer tour is June 25-27, 2024. You will hear more on this topic in the new year.

## Board of Managers Action Log

Wednesday, December 13, 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

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# Project and Program Status Reports

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## Memorandum

**To:** Board of Managers and Staff  
**From:** Tina Carstens, Brad Lindaman, and Erin Anderson Wenz  
**Subject:** Project and Program Status Report – December 2023  
**Date:** December 6, 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](#).*

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### 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. In October, the memorandum was sent to municipalities with a request to meet later this fall to discuss flood-prone areas within each community. The meetings occurred in November. In 2024, the district and Barr will continue to support cities as they consider approaches to share information related to flood risk with residents. This support may occur in a variety of ways. One possibility discussed with municipalities during one-on-one meetings was to facilitate a public works forum for the municipalities to come together and discuss approaches for sharing information and mitigating flood risk. The meetings held with municipalities in November were the final task for this project, and future work will occur on an as-needed/as-requested basis.

**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 completed the XPSWMM hydrologic and hydraulic modeling for the flood-risk-reduction concepts. Barr also began developing the project report that summarizes the goals of the feasibility study, conceptual design details of the project alternatives evaluated, concept-level estimated project costs, implementation sequencing, and recommendations for the next steps. Barr will continue to work on the report over the next period and expects to deliver a draft for RWMWD staff to review later in December.

**C. Improvements to Phalen Village (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 continued coordination with City of Maplewood staff regarding ways to incorporate proposed storm sewer modifications into the City's 2024 street improvement project. Coordination with City staff will likely continue through the spring of 2024 as they consider the options we recommended.

**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 updated the hydrologic and hydraulic stormwater model for the conceptual system improvement alternatives. Staff also adjusted the related designs after incorporating survey information to remove habitable structures from the floodplain near Ames Lake in Saint Paul. Barr and RWMWD staff met with the Saint Paul Housing and Redevelopment Authority (HRA) and the City of Saint Paul in early December to request feedback on the alternatives identified. City and HRA staff will review proposed conceptual designs, which include wet ponds with live storage, dry storage basins, park space alterations, and native plantings, and provide feedback to RWMWD at the end of January 2024. Following receipt of feedback from 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 for

RWMWD staff review in February. 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 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 these drainage areas near potentially flood-prone structures. Model updates and inundation remapping in the Battle Creek Lake and Battle Creek model are anticipated soon.

Existing-conditions updates are complete in the Carver Lake, Fish Creek, Snake Creek, and Tanners Lake models, and staff have remapped inundated areas and evaluated impacted structures in these watersheds. The team has also been evaluating system modifications needed to remove habitable structures from the floodplain in the Carver Lake, Fish Creek, Snake Creek, and Tanners Lake watersheds. Modifications are being assessed in the model; they include adjustable outlet control structures, new regional stormwater basins, and modifications to culverts, storm sewers, and overland flow paths. Barr staff have also been considering whether actions to mitigate flood risk may have a positive effect on water quality in Fish Creek or Battle Creek. The study is expected to continue through 2023, and the draft report is anticipated to be available for review in the spring of 2024.

**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 approved. However, at the time, North Star Estates provided feedback that improvements within the manufactured housing development would be acceptable.

Based on feedback provided, Barr staff scheduled geotechnical borings to guide the design of system modifications in and near North Star Estates and Owasso Basin. Geotechnical borings were scheduled for the end of November. However, prior to completing the geotechnical work, Barr was notified by North Star Estates that the property management company was reconsidering allowing the modifications and hadn't come to a final decision yet. Therefore, the geotechnical investigations were postponed until North Star Estates provides the necessary authorization to complete work on their property. The delayed decision from Saint Paul Regional Water and additional decision delays from North Star Estates have delayed the project's progress.

We expect design activity to increase once authorization from North Star Estates to complete the required soil borings is received and the geotechnical data is gathered.

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, it is our understanding that the City will assist North Star Estates with the installation of temporary access if necessary.

**G. Street sweeping (Barr project manager, Michael B. McKinney; RWMWD project manager, Paige Ahlborg)**

*The purpose of this study is to support a pilot program for enhanced street-sweeping efforts by incorporating funding from the district's Stewardship Grant program.*

During this period, Barr coordinated with the district regarding 2024 street sweeping grant funding opportunities. Barr hosted an internal meeting to brainstorm uses for expanded street-sweeping grant funding for 2024 and shared concepts with the district at a working meeting. Following the meeting, Barr began efforts to reach out to the City of Bloomington related to their street sweeping sampling and tracking efforts to gather additional information to guide the district's efforts going forward.

**H. 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. This task is near completion. In early 2024, we will develop a GIS map overlay to assist with project tracking between Barr and the district.

## Research projects

### **I. 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, lake-level data collected were processed, and the staff gauge and equipment were removed from Beaver Lake. The fieldwork is now complete. Field monitoring data collected by the County were received and processed. As was mentioned in the previous monthly update, a critical error was identified in the County's 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) can be conducted to evaluate the effect of plant management activities in Kohlman Lake on plant populations and water quality. District staff are currently considering the options and a path forward. We will update the board accordingly in early 2024.

### **J. 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 data analysis and drafting of the summary report. The report will include a recommendation for next steps.

## Capital improvements

### **K. 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 Target staff regarding design and schedule questions, coordinating with product manufacturers (e.g., trench drain details and drawings), developing 90% complete design plan sheets, and drafting the front-end documents and technical specifications.

Barr anticipates providing the 90% complete design plan sheets and specifications for district staff review by the end of December. The project is expected to be offered to the board for bidding consideration at their meeting on February 7, 2024.

### **L. 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 investigated green and blue roof options for the St. Paul Youth Services site. This project, if feasible, may come to the board either as a retrofit or under the Stewardship Grant program in early 2024.

### **M. Roosevelt Homes (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.*

Roosevelt Homes is a multi-family housing area owned by the Saint Paul Public Housing Authority (SPHA). The area is flood-prone.

Final approvals from St. Paul were gathered, and Fitzgerald Excavating began construction on November 27. A short construction period is anticipated, with substantial completion planned by the end of December.



*Construction of stormwater improvements began at Roosevelt Homes at the end of November. The photograph shows excavation work to expand an existing basin. The additional storage volume will reduce flood risk for the area adjacent to the basin and allow for additional stormwater system modifications on the property to remove habitable structures from the floodplain.*

**N. Stewardship grant program (Barr project manager, Leslie DellAngelo; RWMWD project manager, Paige Ahlborg)**

*The purpose of this project is to 1) provide BMP design and review services to cost-share applicants throughout the RWMWD on an as-needed basis and 2) support the development of the stewardship grant program.*

The construction documents for the Woodland Hills Church site “tiny homes” project are expected to be complete soon. The project removes over 1.25 acres of pavement, captures up to 270 pounds of total suspended solids annually, adds native habitat, and creates gathering spaces for facility users. The site will become a model community for tiny homes in partnership with the non-profit group “Settled.” During this period, drawings were prepared for the City of Maplewood Planning Commission review. Construction is planned for later in 2024.

**O. 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 participated in the final project walkthrough at the Arbogast filter site, created the final punch list, and issued the certificate of substantial completion. Barr coordinated with the contractor and the third-party concrete testing laboratory regarding concrete strength testing deficiencies and updated the vault structural calculations for reduced-strength concrete as a precaution.

The remaining punch-list item that needs to be resolved before the project is closed out and final retainage is released concerns an incorrect concrete testing protocol for the cast-in-place concrete vault base slab and walls. Barr will discuss this matter with the board at the December 13 meeting.

**P. 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.*

The project was awarded to Peterson Companies at the November board meeting, and Barr facilitated the review of the required submittals, including the bonds, insurance certificate, and form of agreement. Once the review process is over and the contract is executed, the contractor can begin the treatment system and pump procurement process. These products often require 6 months from order to delivery. The WCA approval has been received, and Barr is preparing the RWMWD permit application for consideration at the January 2024 meeting. Peterson Companies anticipates mobilization to occur in the spring of 2024.

**Q. 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 advanced the project design to approximately the 60% complete stage. This work included updated grading, project details, and the addition of an alternate design to include a potential driveway crossing for one of the property owners. Additionally, Barr coordinated with Galowitz-Olson on completing a legal property description and appraisal for the purchase of a permanent easement over the creek in the area being stabilized.

In December, Barr will continue developing technical specifications and incorporating comments from district staff on the design. The design work is running concurrently with the easement acquisition process. Once the easements are secured, the project will be presented to the board for bidding consideration. Staff expect that to occur later in 2024, with hopes of a fall construction period.

Unfortunately, we received word in November that the Clean Water BWSR grant pursuit for this project was unsuccessful.

**R. Cottage Place Wetland Regeneration (2023 Work) (Barr project manager, Brendan Dougherty; RWMWD project manager, Paige Ahlborg)**

*The purpose of this project is to design and restore a degraded wetland on City of Shoreview property located near the Cottage Place cul-de-sac. The project will involve the creation of plans, bidding, and construction administration to provide additional stormwater treatment and restore wildlife habitat within the project area.*

During this period, Barr updated a wetland delineation report for the site (the 2018 delineation had expired) and coordinated an open house to present initial concepts for public feedback. Barr developed the presentation materials, attended a public open house event, and walked the site with adjacent residents to explain the project goals and initial concept ideas. In addition, Barr reviewed previous concepts developed in 2018 and began the development of a 30% plan design.

**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 coordinated with American Engineering Testing (AET) to plan a geotechnical investigation/soil borings at the site. The coordination also included meetings and the finalizing of proposed locations. The soil borings are planned for the week of December 11. The information gathered from the borings will guide the culvert design details. Construction is anticipated later in 2024.

## CIP project repair and maintenance

### **T. Routine CIP inspection and unplanned maintenance identification (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 November, Barr staff continued conversations about additional sites that may need attention in the upcoming year and worked on updates to the CIP inspection tool.

### **U. Beltline Mississippi Branch Outfall Replacement Project (Barr project managers, Joe Welna and Nathan Campeau; RWMWD project manager, Dave Vlasin)**

*The purpose of this project is to replace the final approximately 70 feet of the Beltline Storm Sewer Interceptor adjacent to the Mississippi River that failed in July 2023.*

In early July 2023, a sinkhole was discovered over the Beltline Storm Sewer Interceptor Mississippi Branch 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. In October, Barr completed a hydraulic evaluation of several repair alternatives and a construction feasibility and cost estimate of the selected alternative, which includes full replacement of the steel pipe section.

During November, Barr began coordinating site investigations to begin the repair design, including a site survey, nearby underground infrastructure investigations, and geotechnical borings. Barr and district staff also continued coordination efforts with the landowner (Saint Paul Port Authority) and tenant (Northern Metals). We anticipate that the site investigations will take place in December and that detailed design will begin in early 2024. The construction and repair work is planned for later in 2024.

### **V. 2024 CIP maintenance and repairs project (Barr project manager, Gareth Becker; RWMWD project manager, Dave Vlasin).**

*The purpose of this effort is to maintain the RWMWD's existing capital improvement projects.*

As directed by the board last month, Barr finalized the design, prepared bidding documents, and advertised the project for bid. A bid opening was held on December 4 at 11:00 a.m. We will present the bids to the managers for consideration at the December 13 board meeting. If they determine it appropriate, the board should award the work to the lowest responsive and responsible bidder deemed to be in the best interest of the project. If an award is made at the December meeting, construction will likely begin in early January. A separate memo is attached to this project status report with the results of the bidding.

## W. Natural Resources Update—Paul Erdmann, Patrick Williamson & Joe Tillotson

In November, NR staff was busy with a cornucopia of activities. Happening too late in October to be included in our November NR Update, we hosted a **buckthorn bust with members of our Citizen Advisory Committee and LEAP Team at Keller Regional Park**. Coordinated by GIS Technician, Carrie Magnuson, staff and volunteers removed a dense patch of buckthorn and other woody invasives at the top of a steep slope at our Keller Regional Park restoration. Staff were very impressed with the CAC and LEAP Team member's efforts on a cold Monday afternoon. See before and after photos below, and a photo of some of the "busters." We look forward to working with our citizen volunteers on many projects in the future.

**November was a meeting heavy month.** We met with Urban Roots (an organization whose mission is to cultivate and empower youth through nature, healthy food, and community) about a potential partnership next year that would provide management assistance on our restoration sites and also provide environmental education and career development to local youth. We also met with Carp Solutions to discuss improvements and maintenance of the District's carp barriers. We had several meetings with our conservation partners, the City of St. Paul and Ramsey County Parks and Recreation, to discuss a potential shoreline restoration on Round Lake, aquatic vegetation management and surveys on District lakes, and other natural resource management items.

We also stayed **busy in the field**, getting permanent educational signage installed at our Snail Lake Regional Park Wetland Restoration (photo bottom right), prepping, scoping, and planning our Keller Lake shoreline restoration to be installed next year, toured some City of Maplewood prairie and savanna remnants, collected and cleaned seed, and performed some woody invasive management, brush clearing, and late season mowing at various District restoration sites.

Last but not least, NR staff enjoyed attending the **Volunteer Recognition Dinner** and presenting on 20 Years of Natural Area Restoration at Keller Golf Course. We also enjoyed learning from other watershed districts and networking at the **Minnesota Watersheds Annual Conference**.





## X. Public Involvement and Education Program – Sage Passi

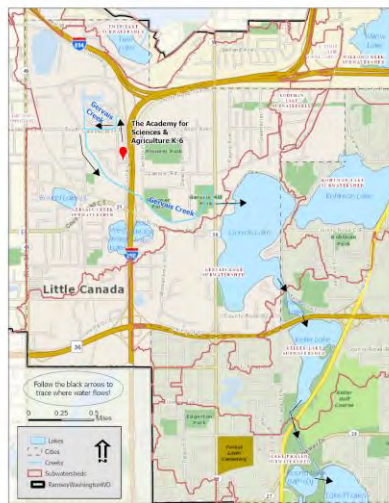
### Meet our Up-Stream Neighbor – the Academy for Sciences and Agriculture



Left: AFSA elementary campus. Center: Lesson about pollutants in run-off. Right: the creek to east of our office.

The Academy for Sciences and Agriculture, with its two campuses located in Vadnais Heights and Little Canada is a public charter school that engages youth in student-centered, hands-on experiences and leadership opportunities within a science, environmental education, and agricultural context. Early this fall, Melissa King, a Water Resources Coordinator from the Board of Water and Soil Resources connected us to a fifth/sixth grade teacher, Jo Heide at the school who reached out to us to ask if we could provide a classroom visit to share with her students about our watershed/water cycle/systems to align with their science standards. Heide said she was “trying to connect our instruction to real-world careers and scientists as much as possible.”

Located very close to our watershed office, the elementary campus of AFSA sits facing the busy freeway, 35 E in Little Canada on Country Drive. We knew about their high school campus in Vadnais Heights, but this was news to us that there was an elementary school so close to us besides the two other schools we have interacted with in Little Canada – Little Canada Elementary and St. Johns. Our schedule finally freed up enough this late fall so that we could find time to schedule a visit to their two 5<sup>th</sup>/6<sup>th</sup> grade classes at the school. This opportunity inspired me to spend some time tracing the flow of water from their campus, using a map Carrie created for them. The school is located in the Gervais Creek sub-watershed. Photos: Below left: map (A) shows the water flow from AFSA’s campus through their adjacent neighborhood to



Water Flow from Science & Ag K-6 to Phalen  
Ramsey/Washington Metro Watershed District





the west of 35 E. The creek eventually arrives at the red fenced gate area (B) marked by this walking path to the west of the freeway. From near there it is piped under the 35 E freeway, then travels east through the park, past our office until it gets to a culvert that goes under Noel Drive (C), through 3 mill ponds (not shown) and then under Edgerton Road and through a channel to Lake Gervais (D). From there it eventually flows into Keller Lake, Round Lake, Lake Phalen and then to the Mississippi River through the Beltline pipe system.

### Central Park Classes Investigate the Habitats Near Their School



**Above Left:** Tracy Leavenworth challenges students to note differences between leaves in the woodland.

**Center:** The boardwalk trails provide a winding adventure around the wetland. **Right:** A break in the rain showers in the morning makes it possible for the field trip to go on! These classes loved the hike in the maze that took them to a platform where they could touch the duckweed filled waters in this wetland complex!

Within the borders of Roseville's Central Park, just outside the fence behind Central Park Elementary is a series of boardwalk and trails that circulate through 52 acres of marsh, prairie and forest habitats. Perched on the hill about the marsh is the Rose Alexander Nature Preserve building. In the fall we typically visit the neighborhood streets near the school and enlist the aid of several classes in the task of sweeping up and bagging up leaves that pile up near the curbs in the neighborhood to the east of their school to keep them from washing down the storm drains. This year we decided to change it up a bit and explore the habitats that lurk just beyond their school borders within this park. The rain took a break that day in late October and we headed out!



We brought along a mix of native seeds to plant in the fenced-in tall grass prairie and divided up the classes into smaller groups who stopped around its edges and planted them. But the highlight of their hike had to be the stop along the boardwalk to marvel at the duckweed filled waters.

## **Y. Communications and Outreach Program – Lauren Hazenson**

### **Recognition Dinner and Watershed Excellence Awards**

Event attendance increased slightly from last year, with 103 volunteers, community partners, and their families attending. The event program included eleven awardee videos, two special presentations, and a wide range of prizes to recognize our volunteers.

This was the first year we conducted a post-event evaluation, which gave us crucial data to improve next year's event logistics and the program for the evening. Beyond the tangible recognition through awards and prizes, these gatherings serve as a platform for fostering a sense of community and appreciation. The post-event survey responses reflect this value, as the opportunity for connection with other attendees was cited as the most valued aspect of the event.

### **Community Survey**

The community survey delivery has been pushed to mid-December to allow time for additional quality review. The survey will have a phased rollout in each of the cities within the District by text message, followed by a review of demographic information to confirm if the respondents accurately reflect the makeup of each municipality. Additional surveys will be administered via text and email until the demographic markers are reached. The January report will include a supplement detailing the initial survey results.

### **Minnesota Water Stewards Recruitment**

We completed a mini communications campaign to recruit interested volunteers to join the Minnesota Water Stewards program. Several social media posts on Facebook and Instagram and newsletter content were posted throughout October and November.

### **E-newsletter**

Open rate: 50.7%

Clicks: 7%

Audience: 1,601

### **Social Media (Facebook, Twitter, Instagram)**

#### **Numbers as of 10/23:**

#### **Facebook**

Reach: 2,321

Engagement(likes, shares, comments): 387

Audience: 1,602

#### **Instagram**

Reach: 1,870

Engagement: 166

Audience: 906

### **Youtube**

Views: approximately 6,000

Watch time (hours): 82.8

Subscribers: 317

Viewers: 4,200

### **Twitter**

Reach: 71

Engagement: 1

Audience: 988

### **Resident Communications/Professional Development/ Public Meetings, Misc.**

- Staff/resident communications support
- Minnesota Watersheds Conference (11/29,11/30,12/1)
- Nonprofit and Government Job Fair (11/3)
- Online Part 107 drone training

## **z. Citizen Advisory Committee (CAC) Program – Carrie Magnuson**

The Citizen Advisory Committee met on December 5<sup>th</sup> 2023 at 6:30 pm via Hybrid In-Person at Jill Danner's home and Zoom.

In attendance were 13 CAC members and 2 staff members. The following initiatives were discussed and further developed.

- 1. 2024 Meeting Schedule and Format** – The CAC would like to continue in-person meetings (with an option for hybrid via Zoom) in 2024. In-person meetings will take place at the RWMWD Board Room as a default. The meetings for 2024 will be on the following evenings at 6:30 pm:
  - a. February 13<sup>th</sup>
  - b. April 23<sup>rd</sup>
  - c. June 11<sup>th</sup>
  - d. September 24<sup>th</sup>
  - e. October 22<sup>th</sup>
  - f. December 3<sup>rd</sup> or 10<sup>th</sup> (tbd)
- 2. Leadership Election** - Leadership elections for the Chair and Vice-Chair position will take place at the CAC's first meeting of the New Year. Revised responsibilities for these positions and succession planning were reviewed. The group would like to do an anonymous ballot prior to the February

meeting so they can move into 2024 with known roles. Carrie Magnuson will organize poll and distribute to members in early February.

**3. Project, Activity & Event Updates:**

- a. Recognition Dinner review
- b. Call for Washington County applicants for Board of Managers

**4. 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 2024 priorities.

- a. Rain garden/BMP video series – development by and featuring CAC members.
- b. Adopt-a-drain expansion [ongoing]
- c. Outreach and engagement volunteer program (lead: Lauren)
- d. East Side stewardship and youth relationship-building
- e. Salt-use outreach/education: [ongoing]
- f. CAC/LEAP Team rain garden or buckthorn clean-up project: [annual event]
- g. CAC/LEAP Team planting [annual event]
- h. Assist in planning and hosting WaterFest [annual event]
- i. LEAP Program nominations and subcommittee [annual event]
- j. Watershed Excellence Awards & Volunteer Recognition Dinner planning (annual)
- k. Education Topics: Invite RWMWD staff or applicable professionals in to share knowledge. This was done heavily in 2022 and 2023 so focus on this will be less in 2024.