



RAMSEY-WASHINGTON
METRO WATERSHED DISTRICT

May 2021 Board Packet

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Agenda

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Regular Board Meeting Agenda

Wednesday, May 5, 2021

6:30 PM

Due to the COVID19 pandemic, this month's board meeting will be held via the video conferencing platform Zoom. Board members, staff, consultants, and general public will be able to join in via video and/or phone. The public that wish to will be able to listen to meeting but not participate with the exception of the visitor comments portion of the agenda. If you have comments you may speak on the Zoom meeting during the visitor comments agenda item. 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 April 7, 2021 (pg. 7)
 - B. Treasurer's Report and Bill List (pg. 15)
 - C. Permit Program
 - i. 21-12 Tartan High School Redevelopment Phase II, Oakdale (pg. 31)
 - D. Keller Channel Weir & Phalen Outlet Modifications – Change Order No. 4 (pg. 36)
 - E. CIP Maintenance and Repair 2021 – Change Order No. 1 (pg. 44)
4. Visitor Comments (limited to 4 minutes each)
5. Permit Program
 - A. Applications - None
 - B. Municipal Separate Storm Sewer System (MS4) Program Update (pg. 50)
 - C. Enforcement Action Report (pg. 55)
6. Stewardship Grant Program
 - A. Applications
 - i. **21-14 CS Boys and Girls Club, public art (pg. 58)**
 - ii. **21-15 CS Nevins, native habitat restoration (pg. 64)**
 - B. Budget Status Update (pg. 66)
7. Board Issues, Policies and Operation (for discussion at meeting)
 - A. Workshops – Topics, Scheduling, Attendance
 - B. Website
 - C. Budget Categories
 - D. Communication Terminology
8. Presentations and/or Action Items
 - A. **Twin Lake Shoreline Restoration Accept Bids and Order Project (pg. 68)**
 - B. **Review and Accept the 2020 District Annual Financial Audit (pg. 70)**

- C. Presentation: Protecting the Long Term Viability of District Investments – Dave Vlasin and Brad Lindaman (*pg. 156*)
- 9. Administrator’s Report (*pg. 184*)
 - A. Meetings Attended
 - B. Upcoming Meetings and Dates
 - C. Ramsey County Permitting Follow-up
 - D. Twin Lake Association Meeting
 - E. COVID-19 Back to the Office Plans (Staff and Board Meetings)
 - F. Watershed Based Implementation Funding and MAWD
- 10. Attorney Report
- 11. Project and Program Status Reports (*pg. 202*)
 - A. Ongoing Project and Program Updates
 - i. Response to Question: XP-SWMM Model Update and Permitting
 - ii. Interim Emergency Response Planning
 - iii. FEMA Flood Mapping Updates
 - iv. Kohlman Creek Flood Risk Reduction Feasibility Study
 - v. Ames Lake Area Flood Risk Reduction Feasibility Study
 - vi. Grass Lake Berm Wetland Mitigation
 - vii. Special Project BMP Monitoring
 - viii. Shallow Lake Aeration Study
 - ix. Phalen Chain of Lakes Changes in Water Quality
 - x. Automated Lake Monitoring Systems
 - xi. Target Store Stormwater Retrofit Projects
 - xii. Targeted Retrofit Projects
 - xiii. Keller Channel Weir and Phalen Outlet Resiliency Modifications
 - xiv. Ryan Drive and Keller Parkway Conveyance Project
 - xv. Beltline/Battle Creek Tunnel Five-Year Inspection
 - xvi. CIP Maintenance and Repair Project 2021
 - xvii. Natural Resources Program Update
 - xviii. Education Program Update
 - xix. Communications Program Update
 - xx. Citizen Advisory Committee Update
 - xxi. WaterFest Update
- 12. Manager Comments and Next Month’s Meeting
- 13. **Adjourn**

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



RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

NOTICE OF BOARD MEETING

Wednesday, May 5, 2021

6:30 PM

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

Per Minnesota Statute 13D.021, President Lawrence Swope has determined that an in-person meeting of the RWMWD Board of Managers is not practical or prudent given the COVID-19 pandemic. In compliance with Center for Disease Control and Minnesota Department of Health guidance on minimizing potential for spread of the virus, RWMWD will conduct its regular Wednesday, May 5, 2021, meeting at 6:30 p.m. CDT, by web conference and conference call. Members of the public wishing to participate in the meeting may do so by accessing the web-based conference, or by phone.

To access the meeting via webcast, please use this link: <https://us02web.zoom.us/j/82323044081?pwd=V09DRDVVWjlxU0E3QnVYMxMxK1IzQT09>

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 **823 2304 4081**. The meeting password is **056759**. If you have any questions, please contact Tina Carstens at tina.carstens@rwmwd.org.

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Consent Agenda

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RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

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

The Regular Meeting of April 7, 2021, was held via Zoom web conferencing. A recording of the meeting can be found at https://youtu.be/jb4_ZiOm_Sk. Video time stamps are included after each agenda item in minutes.

PRESENT:

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

ABSENT:

ALSO PRESENT:

Tina Carstens, District Administrator
Kyle Kubitza, Water Monitoring Technician
Erin Anderson Wenz, Barr Engineering
Simba Blood, Natural Resources Specialist
Bruce Copley, Shoreview Resident

Paige Ahlborg, Project Manager
Tracey Galowitz, Attorney for District
Nicole Soderholm, Permit Inspector
Dave Vlasin, Project Coordinator
Brian Wessels, Intent Built, Inc.

1. CALL TO ORDER

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

2. APPROVAL OF AGENDA

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

A roll call vote was performed:

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

Motion carried unanimously.

3. CONSENT AGENDA (1:24)

A. Approval of Minutes from March 3, 2021

B. Treasurer's Report and Bill List

C. Permit Program

- i. 21-04 – Chick-Fil-A Woodbury, Woodbury
- ii. 21-05 – 1880 Old Hudson Road Phase 2, St. Paul
- iii. 21-06 – Maplewood Fire Station County Road C, Maplewood
- iv. 21-07 – Ryan Drive/Keller Parkway Conveyance, Little Canada
- v. 21-08 – White Bear Lake High School Phase 2, White Bear Lake

- vi. 21-09 – 2191 Labore Road, Vadnais Heights
- vii. 21-10 – Xcel Energy Vehicle Storage Building, White Bear Lake
- viii. 21-11 – North High School Addition, North St. Paul

D. Keller Channel Weir and Phalen Outlet Modifications – Change Order No. 3

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

Further discussion: Manager Ward commented that she did not see the time stamps.

Manager Aichinger commented that the time stamps are listed. Tina Carstens provided additional details on where the time stamps are found.

Manager Eisele asked the strategy, or impact on permit applications with Atlas 14 modeling and future flood predictions. Nicole Soderholm provided additional details on the permit process, noting that the applicant must demonstrate that their project does not increase runoff rates for Atlas 14 2, 10, and 100 year critical storm events.

Tina Carstens stated that she forwarded the response from Barr Engineering to Manager Eisele which had additional information on the modeling and updates that may be made. Erin Anderson Wenz commented that where the requirements are related to rate, the rate is not allowed to increase over existing conditions. She stated that the volume reduction requirements are related to water quality goals and typically do not have a significant impact on flood control.

Manager Eisele commented that it would seem that some of the projects would have an impact on the modeling and perhaps that is something that should be reviewed.

President Swope noted that perhaps that would be an idea that could be discussed in a workshop setting.

A roll call vote was performed:

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

Motion carried unanimously.

4. VISITOR COMMENTS (6:30)

Bruce Copley requested that the District spend more time assessing the Snail Lake Wetland A area. He commented that rainfall has been slowly increasing over time and the sudden increase around 2014 significantly impacted the groundwater. He stated that it appears there is more year-round flow going into the water bodies from surrounding bodies of water. He asked that a more detailed analysis of the water levels, the impact of development and expectations for the future be done for both Wetland A and Snail Lake. He stated that he recently reviewed the augmentation study completed for Snail Lake in 1991 and could serve as a good starting point. He stated that the study should be of interest as lake seepage and water runoff has changed significantly in the past 30 years. He recognized that the Board approves projects as they come forward on an individual basis but believed that additional analysis should be done on the cumulative impact of the projects. He believed that the sum of all of the development has had a negative impact on the water bodies and further project approvals should be delayed until this analysis is completed. He stated that Ramsey County is proposing a trail project around Wetland A and believed that the study should be done prior to allowing that project to move forward.

President Swope asked if the District has looked at this area in that manner. Erin Anderson Wenz commented that the models were updated during the Atlas 14 precipitation updates in 2014. At the time, larger projects were included to reflect the watershed conditions.

President Swope asked if the District has looked at all the impacts of the projects within the District to provide more complete data. Tina Carstens replied that the District has completed modeling and studies in this area over the past several years and believed all that data was updated to reflect projects and permits.

Erin Anderson Wenz commented that there was a large update district-wide to update the models with Atlas 14. She stated that staff could review the more recent projects to update the models further.

President Swope asked that an update be provided at the next meeting.

Manager Ward commented that she would like to see a methodology to review projects on a cumulative basis. Tina Carstens explained that is done through the permitting process as applicants cannot increase the rate or volume of runoff. She stated that applicants are reducing the rate and volume from existing conditions.

Manager Eisele asked that a workshop be setup to review this idea further.

Manager Aichinger commented that the modeling is based on the planned land uses the cities have within their Comprehensive Plans. He stated that if a parcel is planned for residential, that is assumed within the modeling, therefore when that development occurs, it is not new to the model. He commented that the district is already 95 percent built out. He commented that the model is not impacted as long as the land use remains the same.

Manager Skinner commented that the District has spent a lot of time over the past few years on this topic and did not feel a workshop is needed on the topic. She stated that perhaps Manager Eisele would benefit from meeting with staff to further discuss the topic and be brought up to speed.

President Swope recognized that Managers Aichinger and Skinner may have that knowledge, but the other members of the Board are newer and would be well served from further discussion.

5. PERMIT PROGRAM (18:40)

A. Applications – See Consent Agenda

B. Monthly Enforcement Report

During March, seven notices were sent to address: install/maintain inlet protection (1), install/maintain perimeter control (2), contain liquid/solid waste (2), and stabilize exposed soils (2).

Nicole Soderholm provided an update on recent meetings that she has attended.

6. STEWARDSHIP GRANT PROGRAM (22:54)

A. Applications - None

B. Budget Status Update

Paige Ahlborg stated that the update was included in the packet. She stated that staff is working on project intake and plan development. She anticipated that this would be another busy year if this pace stays on track.

7. BOARD ISSUES, POLICIES, AND OPERATION (23:35)

A. Annual Meeting

President Swope commented that at the annual meeting there was discussion about moving the annual meeting to occur in March, rather than January, which would allow for the appointment of members to occur prior to

elections. Tina Carstens noted that as mentioned previously that would require a bylaw change. She stated that she has put that on her list of things to work on with legal counsel. She anticipated that this could come back in the fall.

B. Communicating Between Board Meetings

President Swope stated that he sent out an email to the Board with the potential list of topics prior to the meeting for the Board to review. He asked the most effective way for members to handle things between Board meetings in order to make the meetings more efficient. Tracey Galowitz stated that communication between members can be a slippery slope. She stated that something can be sent out with no response, such as administrative items, but there cannot be back and forth discussion or comments. She stated that discussion outside of open meetings can breed suspicion, even if the discussion is not malicious.

Manager Aichinger stated that this topic arises related to City Council meetings and workshops. He noted that many times a Council may have much of their discussion in work session prior to a regular meeting, but those work sessions are open to the public and therefore allowed.

Tracey Galowitz commented that any discussion between members of the Board outside of a Board meeting should be limited to administrative matters and not substantive.

C. RWMWD Website Needs

Tina Carstens noted that a written update was provided within the Board packet describing how the process will move forward to gather input for the website update. She stated that information will be gathered from many different groups of stakeholders and the website analytics in order to develop the best plan.

D. Maintenance Needs

President Swope stated that he would want more information on the maintenance standards and thresholds.

Manager Aichinger stated that it could be useful to have someone provide an update on the process, noting that there are routine checks on projects to identify any issues and maintenance needs. Tina Carstens agreed that could be setup.

Manager Eisele stated that he would be interested in the presentation. He stated that a lot of the modeling depends on the predictability of how things will work and therefore having an understanding of continual maintenance would be a benefit.

E. Workshops

President Swope asked if the Board would be interested in developing a schedule of workshop topics.

Manager Skinner suggested that a list of topics be developed, and the list then be prioritized as she would not want to schedule too many meetings as that could become burdensome.

President Swope suggested that the Board provide their list of topics to staff to be compiled and discussed at the last meeting. Tina Carstens stated that she would also like good definition of what the desired outcome would be to ensure the right information is provided by staff.

8. PRESENTATIONS AND/OR ACTION ITEMS (42:07)

A. Twin Lake Shoreline Restoration Accept Plans and Solicit Bids

Paige Ahlborg provided details on the upcoming Twin Lake shoreline restoration project. She noted that Manager Eisele will be participating in the project and therefore should abstain from voting. Tracey Galowitz commented that Manager Eisele can discuss the item but should abstain from voting as his property will benefit from the project.

Paige Ahlborg commented that the plans were included in the packet and if approved staff will solicit bids later this week.

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

Further discussion: Manager Ward commented that it would be nice to go back and visit the sites to see some of the restoration work that was completed.

A roll call vote was performed:

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

Motion carried unanimously.

Tina Carstens commented that the District restoration project was Snail Lake last year and is planning for Twin Lake restoration this year. She stated that Ramsey County is talking about doing restoration around Owasso next year and suggested staff to look into the option to expand restoration to residents on Owasso as well.

President Swope asked what would happen if additional homeowners want to participate after the project is completed. Paige Ahlborg commented that there are some Snail Lake residents interested this year and they will just follow the typical stewardship grant process.

B. 2021-22 BMP Maintenance Program Selection of Contractor(s)

Paige Ahlborg provided an overview of the sites included in these projects, noting that the sites would be divided up between three contractors. She stated that staff typically likes to have the same contractor that completes the project continue with the maintenance.

Motion: Manager Aichinger moved, Manager Ward seconded, to award the 2021-2022 BMP Maintenance contract to Minnesota Native Landscapes, Outdoor Lab, and Sandstrom Land Management for the projects specified in the staff report and direct staff to prepare the necessary documents and work with the selected contractors.

Further discussion: Manager Aichinger asked for an update on the Maplewood living streets project. Paige Ahlborg commented that the maintenance was turned over the City to manage.

Simba Blood provided an update on the inspections that staff continues to do. She noted that the gardens look good, and a letter is sent to those that need maintenance. She commented that staff does speak with those property owners to provide input and/or assistance.

Manager Ward asked how the list is divided between contractors. Paige Ahlborg replied that some contractors have experience on certain projects and therefore staff keeps those projects with those contractors. She commented that the remainder are divided in order to make the division of projects somewhat equal.

Manager Ward commented that in the future it would be helpful to see the dollar amounts for each of the contractors.

President Swope commented that the BMP supplier list has been published on the website and challenged staff to develop a new title, as Best Management Practice can be misleading.

Manager Aichinger commented that BMP is the term used and therefore using another term would cause more confusion. He stated that perhaps a subtitle could be added. Paige Ahlborg confirmed that all watershed districts and the County use the term.

Manager Skinner commented that when she began all the acronyms drove her crazy, but agreed that Best Management Practices would be the best term in this case.

A roll call vote was performed:

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

Motion carried unanimously.

C. Ryan Drive and Keller Parkway Conveyance Upgrades Accept Bids and Order Project

Erin Anderson Wenz stated that the bid opening summary was included in the Board packet. She stated that Fitzgerald Excavating was the lowest bidder, and the District has had positive experience with that contractor on past projects. She stated that the range of bids bracketed the engineer's estimate, which is good to see.

President Swope asked if the engineer's estimate was released in this project. Tina Carstens commented that the estimate was not provided in the bid packet but would be public knowledge if the minutes of the previous Board meeting were reviewed by the contractor.

Motion: Manager Ward moved, Manager Skinner seconded, to accept the bids and award the Ryan Drive and Keller Parkway Conveyance Upgrades project to Fitzgerald Excavating and direct staff to prepare and mail the notice of award, prepare the agreements, and review the required submittals.

A roll call vote was performed:

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

Motion carried unanimously.

9. ADMINISTRATOR'S REPORT (1:06:21)

A. Meetings Attended

No comments.

B. Upcoming Meetings and Dates

No comments.

C. WaterFest Update

Tina Carstens provided a brief update on the planning for WaterFest.

The Board provided different ideas on events that could incorporate carp.

D. Ramsey County Permitting Follow-Up

Tina Carstens stated that she met with the Director of Parks and Rec and they are working to develop General Permit language which would be reviewed by both attorneys. She noted that new projects or considerable changes would still have to go through the County Board for approval. She commented that the new process should help to streamline things a bit more.

Manager Ward requested monthly updates continue to be provided until the General Permit process is completed.

E. Intern Hiring

Tina Carstens commented that information was included in the packet on this item.

Manager Ward asked if there was diversity outreach completed. Tina Carstens replied that there were new job fairs for the positions. She stated that there was a wider variety of applicants because of the process, as it was more accessible and completely online.

F. Office Building Updates – In-Person Meeting Technologies

Tina Carstens noted that pictures were included in the packet for the Board to review. She stated that there were changes to the Board room and staff offices. She stated that all of the equipment is available, and staff just needs to ensure that everything is hooked up correctly. She explained that when in person meetings return, the technology will allow the Board meetings to continue to be video recorded and broadcast online. She stated that the Board would then discuss whether they would simply like the meetings recorded for playback or available for people to watch and/or participate in live.

10. ATTORNEY REPORT (1:21:10)

Tracey Galowitz provided an update on the review and updates that she assisted staff with related to the responsible bidder contracts.

11. PROJECT AND PROGRAM STATUS REPORTS (1:22:38)

A. Ongoing Project and Program Updates

- i. Interim Emergency Response Planning
- ii. FEMA Flood Mapping Updates
- iii. Kohlman Creek Flood Risk Reduction Feasibility Study
- iv. Ames Lake Area Flood Risk Reduction Feasibility Study
- v. Special Project BMP Monitoring
- vi. Shallow Lake Aeration Study
- vii. Phalen Chain of Lakes Changes in Water Quality
- viii. Kohlman Permeable Weir Test System
- ix. Tanner Lake Alum Facility Monitoring
- x. Automated Lake Monitoring Systems
- xi. Target Store Stormwater Retrofit Projects
- xii. Targeted Retrofit Projects
- xiii. Keller Channel Weir and Phalen Outlet Resiliency Modifications
- xiv. Ryan Drive and Keller Parkway Conveyance Project
- xv. Beltline/Battle Creek Tunnel Five-Year Inspection
- xvi. CIP Maintenance and Repair Project 2021

- xvii. New Technology Report – AquaShield Water Treatment Solutions
- xviii. Natural Resources Program Update
- xix. Education Program Update
- xx. Communications Program Update

Manager Ward asked for an update related to carp and West Vadnais. Simba Blood commented that the electric carp barrier in West Vadnais has been installed and should be operational later this week. She commented that a fish survey will also be completed in 2022 by VLAWMO.

12. MANAGER COMMENTS AND NEXT MONTH'S MEETING (1:24:35)

Manager Aichinger asked if there has been thought to the criteria as to when an in-person meeting would be held. He commented that perhaps several members have received their vaccine, or would within the next month, and asked if that could be the trigger. Tina Carstens replied that personally she believed that some decisions would need to be made as the space does not allow for social distancing of residents to attend in person. She stated that perhaps there could be a hybrid where the Board is in person and residents participate virtually.

Manager Skinner commented that she attends so many meetings all day that she has saved time in attending via Zoom. She stated that she would be interested in hybrid participation, as she would like to continue to attend virtually if that is an option. Tracey Galowitz commented that the Minnesota League of Cities would be a good resource to follow up for a recommendation.

Tina Carstens confirmed that she has used that agency as a resource this past year. She stated that she recently polled other administrators to determine when they will be returning to in person meetings and would have those responses back for the next meeting.

President Swope agreed that this item should appear on the next Board agenda.

Manager Aichinger commented that he was registered for the environmental forum and asked if a link for the Zoom meeting would be emailed. Simba Blood confirmed that there should be an email from Eventbrite.

Manager Ward commented that she would also support a hybrid format as that would allow some Board and staff members to attend remotely.

President Swope stated that he has a list of topics to send to staff for the next meeting and provided a brief review. He stated that if any members of the Board would like to add items, they could send that request to himself or Tina Carstens. He asked if a consolidation page has been created for the lake levels. Tina Carstens commented that staff is still working to develop that.

13. ADJOURN

Motion: Manager Skinner moved, Manager Aichinger seconded, to adjourn the meeting at 8:05 p.m. Motion carried unanimously.

RWMWD BUDGET STATUS REPORT

Administrative & Program Budget

Fiscal Year 2021

4/30/2021

Budget Category	Budget Item	Account Number	Original Budget	Budget Transfers	Current Month Expenses	Year-to-Date Expenses	Current Budget Balance	Percent of Budget
Manager	Per diems	4355	\$8,500.00	-	500.00	875.00	\$7,625.00	10.29%
	Manager expenses	4360	3,500.00	-	-	-	3,500.00	0.00%
Committees	Committee/Bd Mtg. Exp.	4365	3,500.00	-	187.00	1,247.13	2,252.87	35.63%
	Sub-Total: Managers/Committees:		\$15,500.00	\$0.00	\$687.00	\$2,122.13	\$13,377.87	13.69%
Employees	Staff salary/taxes/benefits	4010	1,520,000.00	-	166,778.24	532,625.01	987,374.99	35.04%
	Employee expenses	4020	15,000.00	-	560.72	939.91	14,060.09	6.27%
	District training & education	4350	75,000.00	-	149.00	2,102.00	72,898.00	2.80%
	Sub-Total: Employees:		\$1,610,000.00	\$0.00	\$167,487.96	\$535,666.92	\$1,074,333.08	33.27%
Administration/ Office	GIS system maint. & equip.	4170	10,000.00	-	-	987.02	9,012.98	9.87%
	Data Base/GIS Maintenance	4171	40,000.00	-	-	-	40,000.00	0.00%
	Equipment maintenance	4305	3,000.00	-	-	-	3,000.00	0.00%
	Telephone	4310	8,000.00	-	57.48	229.92	7,770.08	2.87%
	Office supplies	4320	7,000.00	-	1,230.29	1,912.24	5,087.76	27.32%
	IT/Internet/Web Site/Software Lic.	4325	70,000.00	-	5,323.89	22,326.84	47,673.16	31.90%
	Postage	4330	3,000.00	-	-	143.55	2,856.45	4.79%
	Printing/copying	4335	8,000.00	-	294.00	1,543.00	6,457.00	19.29%
	Dues & publications	4338	11,000.00	-	460.00	8,115.00	2,885.00	73.77%
	Janitorial/Trash Service	4341	15,000.00	-	150.00	3,934.10	11,065.90	26.23%
	Utilities/Bldg.Contracts	4342	30,000.00	-	1,035.65	5,608.05	24,391.95	18.69%
	Bldg/Site Maintenance	4343	150,000.00	-	1,169.88	17,246.42	132,753.58	11.50%
	Miscellaneous	4390	5,000.00	-	-	-	5,000.00	0.00%
	Insurance	4480	50,000.00	-	-	35,722.00	14,278.00	71.44%
	Office equipment	4703	150,000.00	-	-	7,686.00	142,314.00	5.12%
	Vehicle lease, maintenance	4810-40	43,000.00	-	243.29	1,001.91	41,998.09	2.33%
	Sub-Total: Administration/Office:		\$603,000.00	\$0.00	\$9,964.48	\$106,456.05	\$496,543.95	17.65%
Consultants/ Outside Services	Auditor/Accounting	4110	65,000.00	-	2,246.40	11,358.38	53,641.62	17.47%
	Engineering-administration	4121	93,000.00	-	6,092.00	22,517.00	70,483.00	24.21%
	Engineering-permit I&E	4122	10,000.00	-	-	-	10,000.00	0.00%
	Engineering-eng. review	4123	55,000.00	-	6,463.00	19,802.50	35,197.50	36.00%
	Engineering-permit review	4124	55,000.00	-	5,740.00	12,926.00	42,074.00	23.50%
	Project Feasibility Studies	4129	440,000.00	-	14,489.00	44,594.00	395,406.00	10.14%
	Attorney-permits	4130	10,000.00	-	-	-	10,000.00	0.00%
	Attorney-general	4131	40,000.00	-	2,246.00	12,795.25	27,204.75	31.99%
	Outside Consulting Services	4160	20,000.00	-	-	-	20,000.00	0.00%
	Sub-Total: Consultants/Outside Services:		\$788,000.00	\$0.00	\$37,276.40	\$123,993.13	\$664,006.87	15.74%
Programs	Educational programming	4370	60,000.00	-	384.18	400.18	59,599.82	0.67%
	Communications & Marketing	4371	25,000.00	-	247.50	1,125.00	23,875.00	4.50%
	Events	4372	50,000.00	-	-	5,557.32	44,442.68	11.11%
	Water QM-Engineering	4520-30	180,000.00	-	16,186.42	31,197.37	148,802.63	17.33%
	Project operations	4650	200,000.00	-	826.08	37,368.64	162,631.36	18.68%
	SLMP/TMDL Studies	4661	103,000.00	-	-	-	103,000.00	0.00%
	Natural Resources/Keller Creek	4670-72	140,000.00	-	10,222.44	11,835.94	128,164.06	8.45%
	Outside Prog.Support/Weed Mgmt.	4683-84	127,000.00	-	-	14,250.00	112,750.00	11.22%
	Research Projects	4695	95,000.00	-	6,333.55	13,157.55	81,842.45	13.85%
	Health and Safety Program	4697	3,000.00	-	165.76	165.76	2,834.24	5.33%
	Sub-Total: Programs:		\$983,000.00	\$0.00	\$34,365.93	\$115,057.76	\$867,942.24	11.70%
GENERAL FUND TOTAL			\$3,999,500.00	\$0.00	\$249,781.77	\$883,295.99	\$3,116,204.01	22.09%
CIP's	CIP Project Repair & Maintenance	516	1,325,000.00	-	106,585.82	313,504.76	1,011,495.24	23.66%
	Targeted Retrofit Projects	518	2,810,000.00	-	11,047.00	65,412.43	2,744,587.57	2.33%
	Flood Risk Reduction Fund	520	4,200,000.00	-	272,710.51	956,199.16	3,243,800.84	22.77%
	Debt Services-96-97 Beltline/MM/Battle Creek	526	394,901.00	-	-	282,532.15	112,368.85	71.55%
	Stewardship Grant Program Fund	529	1,000,000.00	-	28,990.10	44,070.10	955,929.90	4.41%
	Wetland Restoration Projects	540	500,000.00	-	-	-	500,000.00	0.00%
	Wakefield Park Project	553	-	-	-	3,420.00	(3,420.00)	---
	District Office Bond Payment	585	194,885.00	-	-	-	194,885.00	0.00%
CIP BUDGET TOTAL			\$10,424,786.00	-	\$419,333.43	\$1,665,138.60	\$8,759,647.40	15.97%
TOTAL BUDGET			\$14,424,286.00	\$0.00	\$669,115.20	\$2,548,434.59	\$11,875,851.41	17.67%

Current Fund Balances:

Fund:	Unaudited Beginning Fund Balance @ 12/31/20	Fund Transfers	Year to date Revenue	Current Month Expenses	Year to Date Expense	Unaudited Fund Balance @ 04/30/21
101 - General Fund	\$4,263,108.52	-	15,162.77	249,781.77	883,295.99	3,394,975.30
516 - CIP Project Repair & Maintenance	405,706.36	-	46,521.00	106,585.82	313,504.76	138,722.60
518 - Targeted Retrofit Projects	1,037,852.35	-	206.38	11,047.00	65,412.43	972,646.30
520 - Flood Damage Reduction Fund	3,537,301.65	-	-	272,710.51	956,199.16	2,581,102.49
526 - Debt Services-96-97 Beltline/MM/Beltline-Battle Creek Tunnel Repair	946,126.60	-	-	-	282,532.15	663,594.45
529 - Stewardship Grant Program Fund	622,020.57	-	-	28,990.10	44,070.10	577,950.47
540 - Wetland Restoration Projects	-	-	-	-	-	0.00
553 - Wakefield Park Project	4,172.20	-	-	-	3,420.00	752.20
580 - Contingency Fund	891,682.00	-	-	-	-	891,682.00
585 - Certificates of Participation	204,313.98	-	-	-	-	204,313.98
Total District Fund Balance	\$11,912,284.23	\$0.00	\$ 61,890.15	\$ 669,115.20	\$2,548,434.59	\$9,425,739.79

Ramsey Washington Metro Watershed Dist.
Check Register
For the Period From Apr 1, 2021 to Apr 30, 2021

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
EFT	04/06/21	hea002	May 2021	HealthPartners	Employee Benefits	\$11,225.75
EFT	04/06/21	met008	May 2021	MetLife-Group Benefits	Employee Benefits	1,585.09
EFT	04/20/21	qwe001	Apr 2021	CenturyLink	Project Operations	247.07
EFT	04/22/21	usb005	Apr 2021	US Bank Equipment Finance	Printing Expense	294.00
72175	04/27/21	ada002	3282067	Adam's Pest Control, Inc.	Utilities/Bldg. Contracts	79.00
72176	04/27/21	adv003	00046340	Advantage Signs & Graphics, Inc.	Natural Resources Project	84.03
72177	04/27/21	ahl001	Feb-Apr 2021	Paige Ahlborg	Employee Reimbursement	187.16
72178	04/27/21	att002	287256653401X04252021	AT & T Mobility - ROC	IT/Website/Software	117.90
72179	04/27/21	bar001	03/20/21 - 04/16/21	Barr Engineering	March/April Engineering	99,035.72
72180	04/27/21	bar004	Apr 2021	Deborah Barnes	Employee Reimbursement	53.44
72181	04/27/21	bat002	P38977257	Batteries Plus Bulbs	Water QM Staff	795.45
72182	04/27/21	bfg001	1758425-00	BFG Supply Co., LLC	Educational Program	70.20
72183	04/27/21	blo001	Apr 2021	Simba Blood	Employee Reimbursement	333.85
72184	04/27/21	cad001	17454998	Allstream	Water QM Staff	74.08
72185	04/27/21	car007	RWMWD 4/23/21	Carp Solutions, LLC	Natural Resources Project	6,683.35
72186	04/27/21	cit001	007734-000/007734-001	City of Little Canada	Utilities/Bldg. Contracts	96.63
72187	04/27/21	cit011	229887	City of Roseville	IT/Website/Software	4,958.78
72188	04/27/21	com004	04/16/21	Comcast	Utilities/Bldg. Contracts	79.06
72189	04/27/21	don001	Mar-Apr 2021	Matthew Doneux	Employee Reimbursement	236.06
72190	04/27/21	fis002	20-37 CS	Fish & Waters Conservation Fund	Stewardship Grant Fund	3,845.60
72191	04/27/21	fit001	Progress Pay #2	Fitzgerald Excavating & Trucking, Inc.	Pay #2-Construction-Maint.	78,149.85
72192	04/27/21	fit002	Mar 2021	Mary Fitzgerald	Employee Reimbursement	104.64
72193	04/27/21	gal001	04/21/21	Galowitz Olson, PLLC	April Legal Fees	3,373.00
72194	04/27/21	gil001	203098	Gilbert Mechanical Contractors, Inc.	Bldg./Site Maintenance	800.74
72195	04/27/21	gra005	9879066000	Grainger	Water QM Staff	1,066.98
72196	04/27/21	han008	1428	Hanna Enterprises, Inc.	Janitorial/Trash Service	150.00
72197	04/27/21	int001	W21030504	Office of MN, IT Services	Telephone Expense	57.48
72198	04/27/21	kub001	Apr 2021	Kyle W. Kubitza	Employee Reimbursement	211.68
72199	04/27/21	mel001	Apr 2021	Michelle L. Melser	Employee Reimbursement	205.38
72200	04/27/21	nar001	IN00168423	Nardini Fire Equipment	Utilities/Bldg. Contracts	157.00
72201	04/27/21	nep001	Apr 2021	NCPERS Group Life Ins.	Employee Benefits	16.00
72202	04/27/21	nsp001	727055244	Xcel Energy	Project Operations	1,024.07
72203	04/27/21	pac001	2112026773	Pace Analytical Services, Inc.	Water QM Staff	1,477.00
72204	04/27/21	pas002	Mar-Apr 2021	Sage Passi	Employee Reimbursement	94.86
72205	04/27/21	pem002	Progress Pay #4	Pember Companies	Pay #4-Flood Damage	251,846.14
72206	04/27/21	pre003	318072236	Premium Waters, Inc.	Utilities/Bldg. Contracts	26.00
72207	04/27/21	ram002	PRK-001916	Ramsey County	Stewardship Grant Fund	21,276.00
72208	04/27/21	red002	150461647	Redpath & Company	Monthly Accounting	2,246.40
72209	04/27/21	sch012	42867	The Schneider Co.	Bldg./Site Maintenance	369.14
72210	04/27/21	sod001	Apr 2021	Nicole Soderholm	Employee Reimbursement	96.56
72211	04/27/21	stu001	2019464	Studio Lola	Office Supplies	707.75
72212	04/27/21	tes001	S330761-IN	The Tessman Company	Construction Imp.-Maint. & Rep.	446.40
72213	04/27/21	tim002	M26380	Timesaver Off-Site Secretarial, Inc.	Committee/Board Meeting Exp.	187.00
72214	04/27/21	tor001	CO023934	Torqueedo, Inc.	Water QM Staff	11,970.00
72215	04/27/21	tro002	21-04	Cathy Troendle	Educational Program	300.00
72216	04/27/21	usb002	Apr 2021	U.S. Bank	Monthly Credit Card Expense	8,530.57
72217	04/27/21	voy001	8692934232117	US Bank Voyager Fleet Sys.	Vehicle Fuel	243.29
72218	04/27/21	win002	6423	Windmill Strategy	Communications & Marketing	247.50
Total						\$515,463.65
EFT	03/05/21	myp001	03/05/21	March 5th Payroll Fees	4110-101-000	\$71.60
EFT	03/19/21	myp001	03/19/21	March 19th Payroll Fees	4110-101-000	69.95
Dir.Dep.	04/02/21	---	Payroll Expense-Net	April 2nd Payroll	4010-101-000	29,585.25
EFT	04/02/21	int002	Internal Rev.Serv.	April 2nd Federal Withholding	2001-101-000	10,141.43
EFT	04/02/21	mnd001	MN Revenue	April 2nd State Withholding	2003-101-000	1,859.69
EFT	04/02/21	per001	PERA	April 2nd PERA	2011-101-000	6,330.32
EFT	04/02/21	emp002	Empower Retirement	Employee Def.Comp. Contributions	2016-101-000	2,645.00
EFT	04/02/21	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	450.00

Ramsey Washington Metro Watershed Dist.
Check Register
For the Period From Apr 1, 2021 to Apr 30, 2021

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
Dir.Dep.	04/16/21	---	Payroll Expense-Net	April 16th Payroll	4010-101-000	28,817.60
EFT	04/16/21	int002	Internal Rev.Serv.	April 16th Federal Withholding	2001-101-000	10,008.57
EFT	04/16/21	mnd001	MN Revenue	April 16th State Withholding	2003-101-000	1,859.69
EFT	04/16/21	per001	PERA	April 16th PERA	2011-101-000	6,278.80
EFT	04/16/21	emp002	Empower Retirement	Employee Def.Comp. Contributions	2016-101-000	2,645.00
EFT	04/16/21	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	450.00
Dir.Dep.	04/30/21	---	Payroll Expense-Net	April 30th Payroll	4010-101-000	28,721.32
EFT	04/30/21	int002	Internal Rev.Serv.	April 30th Federal Withholding	2001-101-000	9,991.69
EFT	04/30/21	mnd001	MN Revenue	April 30th State Withholding	2003-101-000	1,859.69
EFT	04/30/21	per001	PERA	April 30th PERA	2011-101-000	6,263.10
EFT	04/30/21	emp002	Empower Retirement	Employee Def.Comp. Contributions	2016-101-000	2,645.00
EFT	04/30/21	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	450.00
Payroll/Benefits:						<u>\$151,143.70</u>
Total	Accounts Payable/Payroll/Benefi					<u>\$666,607.35</u>

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From April 1, 2021 - April 30, 2021

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
04/06/21	EFT	hea002	HealthPartners	4040-101-000	Employee Benefits-General	\$11,225.75	
04/06/21	EFT	met008	MetLife-Group Benefits	4040-101-000	Employee Benefits-General	1,585.09	
04/20/21	EFT	qwe001	CenturyLink	4650-101-000	Project Operations-General	247.07	
04/22/21	EFT	usb001	US Bank Equipment Finance	4335-101-000	Printing-General	294.00	
04/27/21	72175	ada002	Adam's Pest Control	4342-101-000	Utilities/Bldg. Contracts	79.00	
04/27/21	72176	adv003	Advantage Signs & Graphics, Inc.	4670-101-000	Natural Resources Project-General	84.03	
04/27/21	72177	ahl001	Paige Ahlborg			187.16	
				4020-101-000	Employee Expenses-General		62.16
				4040-101-000	Employee Benefits-General		80.00
				4338-101-000	Dues & Publications-General		45.00
04/27/21	72178	att002	AT & T Mobility - ROC	4325-101-000	IT/Website/Software	117.90	
04/27/21	72179	bar001	Barr Engineering			99,035.72	
				4121-101-000	Engineering Admin-General Fund		6,092.00
				4129-101-000	Project Feasability-General		4,859.00
				4123-101-000	Engineering-Review		6,463.00
				4129-101-000	Project Feasability-General		2,909.00
				4129-101-000	Project Feasability-General		995.00
				4129-101-000	Project Feasability-General		985.00
				4129-101-000	Project Feasability-General		2,010.50
				4129-101-000	Project Feasability-General		2,730.50
				4520-101-000	Water QM-Engineering		252.00
				4124-101-000	Engineering-Permit Review		5,740.00
				4695-101-000	Research Projects-General		845.00
				4695-101-000	Research Projects-General		170.00
				4695-101-000	Research Projects-General		1,870.00
				4695-101-000	Research Projects-General		3,448.55
				4650-101-000	Engineering-Project Operations		241.50
				4128-518-000	Engineering-School/Commer Retrofit		742.00
				4128-518-000	Engineering-School/Commer Retrofit		6,301.50
				4128-518-000	Engineering-School/Commer Retrofit		1,040.00
				4128-518-000	Engineering-School/Commer Retrofit		1,521.00
				4682-529-000	Stewardship Grant Fund		3,868.50
				4128-518-000	Engineering-School/Commer Retrofit		1,097.50
				4128-520-000	Engineering-Flood Damage		9,444.42

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From April 1, 2021 - April 30, 2021

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
				4128-520-000	Engineering-Flood Damage		10,569.17
				4128-520-000	Engineering-Flood Damage		693.00
				4128-516-000	Engineering-Maint. & Repair		10,557.96
				4128-516-000	Engineering-Maint. & Repair		13,589.62
				4128-516-000	Engineering-Maint. & Repair		
04/27/21	72180	bar004	Deborah Barnes			53.44	
				4040-101-000	Employee Benefits-General		40.00
				4020-101-000	Employee Expenses-General		13.44
04/27/21	72181	bar002	Batteries Plus Bulbs	4530-101-000	Water QM Staff-General	795.45	
04/27/21	72182	bfg001	BFG Supply Co., LLC	4370-101-000	Educational Program-General	70.20	
04/27/21	72183	blo001	Simba Blood			333.85	
				4020-101-000	Employee Expenses-General		36.62
				4040-101-000	Employee Benefits-General		80.00
				4670-101-000	Natural Resources Project-General		217.23
04/27/21	72184	cad001	Allstream	4530-101-000	Water QM Staff-General	74.08	
04/27/21	72185	car007	Carp Solutions, LLC	4670-101-000	Natural Resources Project-General	6,683.35	
04/27/21	72186	cit001	City of Little Canada	4342-101-000	Utilities/Bldg. Contracts	96.63	
04/27/21	72187	cit011	City of Roseville	4325-101-000	IT/Website/Software	4,958.78	
04/27/21	72188	com004	Comcast	4342-101-000	Utilities/Bldg. Contracts	79.06	
04/27/21	72189	don001	Matthew Doneux			236.06	
				4020-101-000	Employee Expenses-General		4.48
				4040-101-000	Employee Benefits-General		80.00
				4670-101-000	Natural Resources Project-General		151.58
04/27/21	72190	fis002	Fish & Waters Conservation Fund	4682-529-000	Stewardship Grant Fund	3,845.60	
04/27/21	72191	fit001	Fitzgerald Excavating & Trucking, Inc.	4630-516-000	Construction Imp.-Maint. & Repair	78,149.85	
04/27/21	72192	fit002	Mary Fitzgerald			104.64	
				4020-101-000	Employee Expenses-General		24.64
				4040-101-000	Employee Benefits-General		80.00
04/27/21	72193	gal001	Galawitz Olson, PLLC			3,373.00	
				4131-101-000	Attorney General-General		2,246.00
				4131-516-000	Attorney-Maint. & Repair		782.00
				4131-518-000	Attorney-Targeted Retrofit		345.00
04/27/21	72194	gil001	Gilbert Mechanical Contractors, Inc.	4343-101-000	Bldg./Site Maintenance	800.74	
04/27/21	72195	gra005	Grainger	4530-101-000	Water QM Staff-General	1,066.98	
04/27/21	72196	han008	Hanna Enterprises, Inc.	4341-101-000	Janitorial/Trash Service	150.00	
04/27/21	72197	int001	Office of MN, IT Services	4310-101-000	Telephone-General	57.48	
04/27/21	72198	kub001	Kyle W. Kubitza			211.68	
				4020-101-000	Employee Expenses-General		196.56
				4530-101-000	Water QM Staff-General		15.12
04/27/21	72199	mel001	Michelle L. Melser			205.38	
				4040-101-000	Employee Benefits-General		80.00
				4020-101-000	Employee Expenses-General		125.38
04/27/21	72200	nar001	Nardini Fire Equipment	4342-101-000	Utilities/Bldg. Contracts	157.00	
04/27/21	72201	nep001	NCPERS Group Life Ins.	4040-101-000	Employee Benefits-General	16.00	
04/27/21	72202	nsp001	Xcel Energy			1,024.07	
				4342-101-000	Utilities/Bldg. Contracts		597.96
				4650-101-000	Project Operations-General		268.33

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From April 1, 2021 - April 30, 2021

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
				4650-520-000	Project Operations-Flood		157.78
04/27/21	72203	pac001	Pace Analytical Services, Inc.	4530-101-000	Water QM Staff-General	1,477.00	
04/27/21	72204	pas002	Sage Passi			94.86	
				4020-101-000	Employee Expenses-General		40.88
				4040-101-000	Employee Benefits-General		40.00
				4370-101-000	Educational Program-General		13.98
04/27/21	72205	pem002	Pember Companies	4630-520-000	Construction-Flood Damage	251,846.14	
04/27/21	72206	pre003	Premium Waters, Inc.	4342-101-000	Utilities/Bldg. Contracts	26.00	
04/27/21	72207	ram002	Ramsey County	4682-529-000	Stewardship Grant Fund	21,276.00	
04/27/21	72208	red002	Redpath & Company, Ltd.	4110-101-000	Auditor/Accounting	2,246.40	
04/27/21	72209	sch012	The Schneider Co.	4343-101-000	Bldg./Site Maintenance	369.14	
04/27/21	72210	sod001	Nicole Soderholm			96.56	
				4040-101-000	Employee Benefits-General		40.00
				4020-101-000	Employee Expenses-General		56.56
04/27/21	72211	stu001	Studio Lola	4320-101-000	Office Supplies-General	707.75	
04/27/21	72212	tes001	The Tessman Company	4630-516-000	Construction Imp.-Maint. & Repair	446.40	
04/27/21	72213	tim002	Timesaver Off-Site Secretarial, Inc.	4365-101-000	Committee/Board Meeting Expense	187.00	
04/27/21	72214	tor001	Torqueedo, Inc.	4530-101-000	Water QM Staff-General	11,970.00	
04/27/21	72215	tro002	Cathy Troendle	4370-101-000	Educational Program-General	300.00	
04/27/21	72216	usb002	U.S. Bank			8,530.57	
				4320-101-000	Office Supplies-General		44.00
				4320-101-000	Office Supplies-General		56.77
				4320-101-000	Office Supplies-General		21.81
				4325-101-000	IT/Website/Software		86.25
				4320-101-000	Office Supplies-General		21.18
				4530-101-000	Water QM Staff-General		46.79
				4320-101-000	Office Supplies-General		135.92
				4320-101-000	Office Supplies-General		42.06
				4697-101-000	Health & Safety Program		97.24
				4630-516-000	Project Operations-Maint. & Repair		59.99
				4320-101-000	Office Supplies-General		10.99
				4320-101-000	Office Supplies-General		154.32
				4697-101-000	Health & Safety Program		68.52
				4320-101-000	Office Supplies-General		11.20
				4320-101-000	Office Supplies-General		24.29
				4350-101-000	Training & Education		99.00
				4325-101-000	IT/Website/Software		160.96
				4530-101-000	Water QM Staff-General		489.00
				4350-101-000	Training & Education		50.00
				4338-101-000	Dues & Publications-General		140.00
				4670-101-000	Natural Resources Project-General		3,059.00
				4670-101-000	Natural Resources Project-General		27.25

Ramsey Washington Metro Watershed Dist.
Cash Disbursements Journal
For the Period From April 1, 2021 - April 30, 2021

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
				4630-516-000	Project Operations-Maint. & Repair		3,000.00
				4338-101-000	Dues & Publications-General		275.00
				4040-101-000	Employee Benefits-General		279.85
				4650-101-000	Project Operations-General		69.18
04/27/21	72217	voy001	US Bank Voyager Fleet System	4830-101-000	Vehicle Fuel-General	243.29	
04/27/21	72218	win002	Windmill Strategy	4371-101-000	Communications & Marketing	247.50	
Accounts Payable Total:						\$515,463.65	
EFT	03/05/21	myp001	Payroll Fees	4110-101-000	March 5th Payroll Fees	\$71.60	
EFT	03/19/21	myp001	Payroll Fees	4110-101-000	March 19th Payroll Fees	69.95	
Dir.Dep.	04/02/21	---	Payroll Expense-Net	4010-101-000	April 2nd Payroll	29,585.25	
EFT	04/02/21	int002	Internal Rev.Serv.	2001-101-000	April 2nd Federal Withholding	10,141.43	
EFT	04/02/21	mnd001	MN Revenue	2003-101-000	April 2nd State Withholding	1,859.69	
EFT	04/02/21	per001	PERA	2011-101-000	April 2nd PERA	6,330.32	
EFT	04/02/21	emp002	Empower Retirement	2016-101-000	Employee Def.Comp. Contributions	2,645.00	
EFT	04/02/21	emp002	Empower Retirement	2018-101-000	Employee IRA Contributions	450.00	
Dir.Dep.	04/16/21	---	Payroll Expense-Net	4010-101-000	April 16th Payroll	28,817.60	
EFT	04/16/21	int002	Internal Rev.Serv.	2001-101-000	April 16th Federal Withholding	10,008.57	
EFT	04/16/21	mnd001	MN Revenue	2003-101-000	April 16th State Withholding	1,859.69	
EFT	04/16/21	per001	PERA	2011-101-000	April 16th PERA	6,278.80	
EFT	04/16/21	emp002	Empower Retirement	2016-101-000	Employee Def.Comp. Contributions	2,645.00	
EFT	04/16/21	emp002	Empower Retirement	2018-101-000	Employee IRA Contributions	450.00	
Dir.Dep.	04/30/21	---	Payroll Expense-Net	4010-101-000	April 30th Payroll	28,721.32	
EFT	04/30/21	int002	Internal Rev.Serv.	2001-101-000	April 30th Federal Withholding	9,991.69	
EFT	04/30/21	mnd001	MN Revenue	2003-101-000	April 30th State Withholding	1,859.69	
EFT	04/30/21	per001	PERA	2011-101-000	April 30th PERA	6,263.10	
EFT	04/30/21	emp002	Empower Retirement	2016-101-000	Employee Def.Comp. Contributions	2,645.00	
EFT	04/30/21	emp002	Empower Retirement	2018-101-000	Employee IRA Contributions	450.00	
Payroll/Benefits						\$151,143.70	
TOTAL:						\$666,607.35	



Summary of Professional Engineering Services During the Period
March 20, 2021 through April 16, 2021

	Total Engineering Budget (2021)	Total Fees to Date (2021)	Budget Balance (2021)	Fees During Period	District Accounting Code	Plan Implementation Task Number
Engineering Administration						
General Engineering Administration	\$76,000.00	\$22,517.00	\$53,483.00	\$6,092.00	4121-101	DW-13
RWMWD Health and Safety/ERTK Program	\$2,000.00	\$0.00	\$2,000.00		4697-101	DW-13
Educational Program/Educational Forum Assistance	\$20,000.00	\$12,508.00	\$7,492.00	\$4,859.00	4129-101	DW-11
Engineering Review						
Engineering Review	\$55,000.00	\$19,802.50	\$35,197.50	\$6,463.00	4123-101	DW-13
Project Feasibility Studies						
Interim emergency response plan funds for top priority District flooding areas	\$60,000.00	\$9,092.00	\$50,908.00	\$2,909.00	4129-101	DW-19
Groundwater/Surface Water Next Steps	\$50,000.00	\$0.00	\$50,000.00		4129-101	DW-16
FEMA Flood Mapping Update (2020)	\$109,720.00	\$83,817.00	\$25,903.00	\$995.00	4129-101	DW-9
Hillcrest Golf Course (multi-use)	\$20,000.00	\$90.00	\$19,910.00	\$0.00	4129-101	DW-6
Gold BRT planning	\$20,000.00	\$0.00	\$20,000.00	\$0.00	4129-101	DW-6
Kohlman Creek flood damage reduction feasibility study	\$75,000.00	\$2,872.50	\$72,127.50	\$985.00	4129-101	DW-9, BELT-3
Grass Lake Berm Wetland	\$5,000.00	\$2,010.50	\$2,989.50	\$2,010.50	4129-101	
Ames Lake Technical Assistance and Project Planning with St. Paul	\$25,000.00	\$5,563.50	\$19,436.50	\$2,730.50	4129-101	DW-9, BELT-3
Battle Creek PFAS (monitoring, source ID, meetings, communications)	\$25,000.00	\$0.00	\$25,000.00		4129-101	DW-10
694/494/94 WQ treatment feasibility study	\$30,000.00	\$0.00	\$30,000.00		4129-101	BCL-3
Subwatershed feasibility studies for At-Risk creeks (Fish Creek and Gervais Creek)	\$35,000.00	\$0.00	\$35,000.00		4129-101	DW-1, DW-2, DW-6
Wetland Restoration Workshop, Education, and Planning	\$25,000.00	\$0.00	\$25,000.00		4129-101	DW-8
Contingency*	\$50,000.00	\$0.00	\$50,000.00		4129-101	
GIS Maintenance						
GIS Maintenance	\$5,000.00	\$0.00	\$5,000.00		4170-101	DW-13
Monitoring Water Quality/Project Monitoring						
Lake Water Quality Monitoring (Misc QA/QC)	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-2
Annual WQ Report Assistance	\$10,000.00	\$0.00	\$10,000.00		4520-101	DW-2
Special Project BMP Monitoring	\$25,000.00	\$7,620.50	\$17,379.50	\$252.00	4520-101	DW-12
Permit Processing, Inspection and Enforcement						
Permit Application Inspection and Enforcement	\$10,000.00	\$0.00	\$10,000.00		4122-101	DW-7
Permit Application Review	\$55,000.00	\$12,926.00	\$42,074.00	\$5,740.00	4124-101	DW-7
Lake Studies/WRPPs/TMDL Reports						
2020 Grant Applications	\$40,000.00	\$0.00	\$40,000.00		4661-101	DW-13
Tanners Flood Response Tool Model Update	\$3,000.00	\$0.00	\$3,000.00		4661-101	TaL-1
WMP Updates - Including Implementation Plan Updates	\$20,000.00	\$0.00	\$20,000.00		4661-101	DW-13
Prioritization of water quality projects from subwatershed feasibility studies	\$15,000.00	\$0.00	\$15,000.00		4661-101	DW-13
Contingency for Lake Studies	\$25,000.00	\$0.00	\$25,000.00		4661-101	
Research Projects						
New Technology Mini Case Studies (average 6 per year)	\$12,000.00	\$3,653.00	\$8,347.00	\$845.00	4695-101	DW-12
Kohlman Permeable Weir Test System - Implement Monitoring Plan	\$15,000.00	\$832.50	\$14,167.50	\$170.00	4695-101	DW-12
Phalen Chain of Lakes Changes in Water Quality	\$10,000.00	\$3,247.00	\$6,753.00	\$1,870.00	4695-101	DW-2, DW-12
Shallow Lake Aeration Study	\$36,000.00	\$5,425.05	\$30,574.95	\$3,448.55	4695-101	DW-12
Project Operations						
2020 Tanners Alum Facility Monitoring	\$15,000.00	\$975.50	\$14,024.50	\$241.50	4650-101	TaL-3
Beltline Outlet and Keller Channel Operations Plans	\$30,000.00	\$0.00	\$30,000.00		4650-101	DW-9, BELT-3
Capital Improvements						
East St. Paul Target	\$45,000.00	\$44,620.27	\$379.73	\$742.00	4128-518	DW-6
North St. Paul Target	\$150,000.00	\$107,679.93	\$42,320.07	\$6,301.50	4128-518	DW-6
Cemstone	\$60,000.00	\$0.00	\$60,000.00		4128-518	DW-6
Commercial Sites Retrofit Projects 2021 (Targeted Retrofits)	\$45,000.00	\$1,300.00	\$43,700.00	\$0.00	4128-518	DW-6
School Sites Retrofit Projects 2021 (Targeted Retrofits)	\$45,000.00	\$1,924.00	\$43,076.00	\$1,040.00	4128-518	DW-6
Church Sites Retrofit Projects 2021 (Targeted Retrofit)	\$45,000.00	\$6,700.00	\$38,300.00	\$1,521.00	4128-518	DW-6
BMP Incentive Fund: Gen'l BMP Design Assistance and Review (cases where Dist is approached by landowner, or landowner is not commercial, school, church).	\$75,000.00	\$13,924.50	\$61,075.50	\$3,868.50	4682-529	DW-6
Willow Lake Area Detention (from feas. Study)	\$150,000.00	\$0.00	\$150,000.00		4128-520	DW-9, BELT-3
Kohlman Creek Storage and Detention (from feas. Study)	\$200,000.00	\$0.00	\$200,000.00		4128-520	KC-2
Aldrich Arena (soils and plantings)	\$25,000.00	\$23,787.39	\$1,212.61	\$1,097.50	4128-518	DW-6, WL-1
Wakefield Park/Frost Avenue Stormwater Project	\$17,500.00	\$22,151.27	-\$4,651.27	\$0.00	4128-553	DW-6, WL-1
Wetland Restoration	\$100,000.00	\$0.00	\$100,000.00		4128-529	DW-1, DW-8
Keller Channel Weir & Phalen Outet Resiliency Modifications	\$250,000.00	\$202,046.01	\$47,953.99	\$9,444.42	4128-520	DW-9, BELT-3
Address Internal Load in TMDL lakes	\$60,000.00	\$0.00	\$60,000.00		4661-101	KL-2, GC-2, WL-3, BL-3
Ryan Drive-Keller Parkway Conveyance	\$168,850.00	\$137,068.69	\$31,781.31	\$10,569.17	4128-520	DW-9, BELT-3, GC-3
Twin Lake Outlet Easement Acquisition, Permitting, Construction Plans (2020)	\$90,000.00	\$72,309.87	\$17,690.13	\$693.00	4128-520	DW-9
Place holder for feas. study (other) recommendations	\$25,000.00	\$0.00	\$25,000.00		4128-520	
CIP Project Repair & Maintenance						
Routine CIP Inspection and Unplanned Maintenance Identification	\$75,000.00	\$25,029.46	\$49,970.54	\$10,557.96	4128-516	DW-5
Beltline 5-year Inspection	\$70,000.00	\$612.50	\$69,387.50	\$0.00	4128-516	BELT-2
2021 CIP Maintenance and Repairs	\$150,000.00	\$108,120.37	\$41,879.63	\$13,589.62	4128-516	DW-5
2022 CIP Maintenance and Repairs (planning, bidding, and project setup)	\$30,000.00	\$0.00	\$30,000.00		4128-516	DW-5

TOTAL PAYABLE FOR PERIOD 3/20/21 - 4/16/21

\$99,035.72

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

Bradley J. Lindaman, Vice President

2021 Capitol Improvemet Project (CIP) Progress Payment Number 2

1.0	Total Completed Through This Period:	<u>\$251,440.75</u>	
2.0	Total Completed Previously Completed:		<u>\$169,177.75</u>
3.0	Total Completed This Period:		<u>\$82,263.00</u>
4.0	Amount Previously Retained:	<u>\$8,458.89</u>	
5.0	Amount Retained This Period (See Note 1):		<u>\$4,113.15</u>
6.0	Total Amount Retained (See Note 2):	<u>\$12,572.04</u>	
7.0	Retainage Released Through This Period:		<u>\$0.00</u>
8.0	Total Retainage Remaining:	<u>\$12,572.04</u>	
9.0	Amounts Previously Paid:	<u>\$160,718.86</u>	
10.0	Amount Due This Estimate:		<u><u>\$78,149.85</u></u>

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

SUBMITTED BY:

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

Signature: _____

RECOMMENDED BY:

Name: Brad Lindaman Date: 4/29/2021
Title: District Engineer
Engineer: Barr Engineering Company

Signature: 

APPROVED BY:

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

Signature: _____

2021 Capital Improvement Project (CIP)
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through April 20th 2021, for Progress Payment Number 2

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
General											
1.04.A	Mobilization/Demobilization	L.S.	1	55,000.00	55,000.00	0.50	\$27,500.00	0.3	\$13,750.00	0.3	\$13,750.00
1.04.B	Control of Water	L.S.	1	3,000.00	3,000.00	0.50	\$1,500.00	0.3	\$750.00	0.3	\$750.00
1.04.K	Traffic Control	L.S.	1	8,000.00	8,000.00	0.25	\$2,000.00	0.25	\$2,000.00	0	\$0.00
Site 1 - Tamarack Swamp, Woodbury (PFS Basins Cleaning/Sweeping)											
1.04 G	Sediment Log (9-Inch Diameter)	L.F.	60	2.00	120.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	54	38.00	2,052.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	92	10.00	920.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 H	Paver Sweeping (1,400 S.Y.)	S.Y.	1,400	3.00	4,200.00	0.00	\$0.00	0	\$0.00	0	\$0.00
1.04 J	Clear Washed Filter Rock	TON	10	40.00	400.00	0.00	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	100	1.00	100.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 2 - 5th Street Wetland, Oakdale (Wetland Weir Maintenance)											
1.04. K	Permeable Weir Maintenance (Reopening Drainage Slots and Remove all Brush and Debris)	L.F.	65	10.00	650.00	65	\$650.00	0	\$0.00	65	\$650.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	210	1.00	210.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 3 - Tanners Wetland, Oakdale (Wetland Weir Maintenance)											
1.04. K	Permeable Weir Maintenance (Reopening Drainage Slots and Remove all Brush and Debris)	L.F.	580	10.00	5,800.00	580	\$5,800.00	0	\$0.00	580	\$5,800.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	210	1.00	210.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 4 - Gervais Mill Park, Little Canada (Mill Pond Filter Maintenance)											
1.04 N	Flotation Silt Curtain	L.F.	45	15.00	675.00	90	\$1,350.00	45	\$675.00	45	\$675.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	100	3.00	300.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 I	Remove Existing 1-1/2 inch to 2-inch Filter Rock	L.S.	1	3,500.00	3,500.00	1	\$3,500.00	1	\$3,500.00	0	\$0.00
1.04 J	Clear Washed Filter Rock	TON	50	45.00	2,250.00	35	\$1,572.75	34.95	\$1,572.75	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	400	1.00	400.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 5 - Lower Afton Road, Maplewood (Drainageway Sediment Removal)											
1.04 O	Construction Entrance	EACH	1	500.00	500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 P	Temporary Rock Filter Dike	TON	10	25.00	250.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	45	3.00	135.00	45	\$135.00	45	\$135.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	75	35.00	2,625.00	75	\$2,625.00	75	\$2,625.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	127	16.00	2,032.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	210	1.00	210.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 6 - ABI Diversion Manhole, Oakdale (Weir Repair)											
1.04 O	Construction Entrance	EACH	1	500.00	500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 G	Sediment Log (9-Inch Diameter)	L.F.	50	2.00	100.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	12	35.00	420.00	12	\$420.00	0	\$0.00	12	\$420.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	20	17.00	340.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 S	Remove and Replace Top Slab Water Control Structure, Remove Existing Concrete Weir and Rebuild Concrete	L.S.	1	12,000.00	12,000.00	1	\$12,000.00	0	\$0.00	1	\$12,000.00
1.04 T	Remove and Replace Bituminous Trail Pavement	S.Y.	20	25.00	500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site and Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	100	1.00	100.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 7 - Bailey Nursery, Newport (Storm Sewer Repair)											
1.04 U	Removal of RCP Storm Sewer Pipe	L.F.	16	28.00	448.00	16	\$448.00	0	\$0.00	16	\$448.00
1.04 V	Precast Reinforced Concrete Pipes	L.F.	16	95.00	1,520.00	16	\$1,520.00	0	\$0.00	16	\$1,520.00
1.04 W	Connection to Manhole Structure	EACH	2	1,000.00	2,000.00	2	\$2,000.00	0	\$0.00	2	\$2,000.00
1.04 HH	MN/DOT Class III Riprap with Type IV Geotextile Filter Fabric	TON	25	40.00	1,000.00	0	\$0.00		\$0.00	0	\$0.00
1.04 F	Site and Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	100	4.00	400.00	100	\$400.00	0	\$0.00	100	\$400.00

2021 Capital Improvement Project (CIP)
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through April 20th 2021, for Progress Payment Number 2

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
Site 8 - Kohlman Basin, Maplewood (Permeable Weirs Upflow Treatment Cells)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 X	Remove, Salvage, and Replace Existing Treatment Materials for Construction of Cell Structures	C.Y.	12	100.00	1,200.00	12	\$1,200.00	0	\$0.00	12	\$1,200.00
1.04 Y	Construct Upflow Treatment Cell Structure	EACH	2	9,000.00	18,000.00	2	\$18,000.00	0	\$0.00	2	\$18,000.00
1.04 GG	Filter Fabric MN/DOT Type 5	S.Y.	32	2.00	64.00	32	\$64.00		\$0.00	32	\$64.00
1.04 Z	3-inch PVC Schedule 40 Piping and Fittings	L.F.	60	25.00	1,500.00	60	\$1,500.00	0	\$0.00	60	\$1,500.00
1.04 AA	Valterra Knife Gate	EACH	2	800.00	1,600.00	2	\$1,600.00	0	\$0.00	2	\$1,600.00
1.04 BB	Pea Gravel Bedding	TON	4	10.00	40.00	4	\$40.00	0	\$0.00	4	\$40.00
1.04 CC	Limerock (CC17)	TON	8	40.00	320.00	8	\$320.00	0	\$0.00	8	\$320.00
1.04 F	Site Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	200	1.00	200.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 9 - Willow Pond, Roseville (CMAC Drain Pipe Installation)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	112	3.00	336.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 G	Sediment Log (9-Inch Diameter)	L.F.	350	4.00	1,400.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 DD	Furnish and Install 4-inch PVC Drainpipe SDR 35	L.F.	205	30.00	6,150.00	205	\$6,150.00		\$0.00	205	\$6,150.00
1.04 W	Connection to Manhole Structure	EACH	2	2,000.00	4,000.00	2	\$4,000.00	0	\$0.00	2	\$4,000.00
1.04 F	Site Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	540	1.00	540.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 10a - Owasso Basin, Little Canada (Perimeter Berm Raise with Grading and Restoration)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 R	Removal of Trees, Brush, and Debris (Disposal Off Site)	L.S.	1	3,500.00	3,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 EE	Strip and Salvage Topsoil	C.Y.	150	10.00	1,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 MM	Berm Fill Material Borrow	C.Y.	265	20.00	5,300.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 KK	Replace Salvaged Topsoil	C.Y.	150	10.00	1,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 LL	Topsoil Borrow	C.Y.	60	20.00	1,200.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Access Restoration (Seeding and Erosion Control Blanket)	S.Y.	1,500	4.00	6,000.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 10b - Owasso Basin, Little Canada (Channel Cleaning and Grading)											
1.04 O	Construction Entrance	EACH	2	2,000.00	4,000.00	2	\$4,000.00	2	\$4,000.00	0	\$0.00
1.04 R	Removal of Trees, Brush, and Debris (Disposal Off Site)	L.S.	1	45,000.00	45,000.00	1	\$45,000.00	1	\$45,000.00	0	\$0.00
1.04 EE	Strip and Salvage Topsoil	C.Y.	170	10.00	1,700.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	312	20.00	6,240.00	312	\$6,240.00	312	\$6,240.00	0	\$0.00
1.04 NN	Remove Sheet Pile Water Control Weir, Pipe and Riprap	L.S.	1	5,000.00	5,000.00	1	\$5,000.00	1	\$5,000.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	3,640	28.00	101,920.00	2,730	\$76,440.00	2730	\$76,440.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	6,152	14.00	86,128.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 KK	Replace Salvaged Topsoil	C.Y.	170	10.00	1,700.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 LL	Topsoil Borrow	C.Y.	160	20.00	3,200.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	3,275	1.00	3,275.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 11 - Round Lake Pond, Little Canada (Pond Cleanout)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 OO	Protection of Existing Trees, Landscaping, and Trail	L.S.	1	500.00	500.00	1	\$500.00	1	\$500.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	62	20.00	1,240.00	62	\$1,240.00	62	\$1,240.00	0	\$0.00
1.04 N	Flotation Silt Curtain	L.F.	85	10.00	850.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	75	30.00	2,250.00	75	\$2,250.00	75	\$2,250.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	127	16.00	2,032.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 HH	MN/DOT Class III Riprap with Type IV Geotextile Filter Fabric	TON	31	50.00	1,550.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	300	2.00	600.00	0	\$0.00	0	\$0.00	0	\$0.00

2021 Capital Improvement Project (CIP)
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through April 20th 2021, for Progress Payment Number 2

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
Site 12 - Margaret Pond, North St. Paul (Pond Cleanout)											
1.04 O	Construction Entrance	EACH	1	800.00	800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 R	Removal of Trees, Brush, and Debris (Disposal Off Site)	L.S.	1	2,000.00	2,000.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 N	Flotation Silt Curtain	L.F.	80	15.00	1,200.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 U	Removal of 30-inch RCP Storm Sewer Pipe	L.F.	42	40.00	1,680.00	0	\$0.00		\$0.00	0	\$0.00
1.04 PP	Remove Curb and Gutter	L.F.	20	5.00	100.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 QQ	Remove and Disposal of Drainage Structure Manhole	EACH	2	500.00	1,000.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 FF	Sawcut Bituminous Pavement	L.F.	56	4.00	224.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 RR	Remove Bituminous Pavement	S.Y.	20	5.00	100.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 II	Aggregate Base Class 5	TON	8	25.00	187.50	0	\$0.00	0	\$0.00	0	\$0.00
1.04 JJ	Bituminous Wear Coarse (Including Tack Coat)	TON	3	100.00	300.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 SS	Remove Concrete Sidewalk	S.F.	80	5.00	400.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 TT	Coarse Filter Material	TON	17	25.00	425.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 V	Furnish and Install 36-inch RCP Class III	L.F.	50	200.00	10,000.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 UU	36-inch Reinforced Concrete Flared End Section	EACH	1	4,000.00	4,000.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 W	Connect to Manhole Structure	EACH	2	2,000.00	4,000.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 VV	Construct Drainage Structure Design 84-4020	L.F.	9	1,200.00	10,800.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 WW	Construct Drainage Structure Design Special	EACH	1	5,000.00	5,000.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 D	Sediment/Muck Cleanout Unregulated MPCA SRV Level 1 Material (P)	C.Y.	130	35.00	4,550.00	100	\$3,500.00	100	\$3,500.00	0	\$0.00
1.04 E	Sediment/Muck Cleanout Excavation, Loading, Hauling and Disposal of (SRV Level 2 and 3)	TON	220	16.00	3,520.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 HH	MN/DOT Class III Riprap (Field Stone)	TON	59	75.00	4,425.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 XX	8-inch Concrete Walk	S.F.	80	15.00	1,200.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 YY	Concrete Curb and Gutter Design B612	L.F.	20	30.00	600.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	500	1.00	500.00	0	\$0.00	0	\$0.00	0	\$0.00
Site 13 - McKnight Basin, Maplewood (Erosion/Sink Hole Repairs)											
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	122	10.00	1,220.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 ZZ	Fill Existing Sink Holes (Including Fill Materials/Topsoil)	L.S.	1	6,000.00	6,000.00	1	\$6,000.00	0	\$0.00	1	\$6,000.00
1.04 HH	MN/DOT Class III Riprap with Type IV Geotextile Filter Fabric	TON	10	50.00	500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding and Erosion Control Blanket)	S.Y.	244	4.00	976.00	244	\$976.00		\$0.00	244	\$976.00
Site 14 - Grass Lake Emergency Overflow, Shoreview (Pavers along Bituminous Trail)											
1.04 G	Sediment Log (9-Inch Diameter)	L.F.	75	4.00	300.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 Q	Composite Mud Mats Protection (Double Layer)	S.Y.	112	10.00	1,120.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 AAA	Remove and Replenish Existing Riprap	L.S.	1	1,500.00	1,500.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 II	Class 5 Aggregate Base or (Engineer-Approved Class 7 Recycled Material)	TON	2	25.00	50.00	0	\$0.00		\$0.00	0	\$0.00
1.04 BBB	Remove, Salvage, and Replace Existing Class 5	L.S.	1	1,200.00	1,200.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 CCC	Furnish and Install Turfstone Pavers (Includes bedding sand and edge restraints)	S.F.	266	39.00	10,374.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 LL	Topsoil Borrow (Fill In Pavers)	C.Y.	2	20.00	40.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04 F	Site Restoration (Seeding Paver Voids, Disturbed Area and Erosion Control Blanket)	S.Y.	40	4.00	160.00	0	\$0.00	0	\$0.00	0	\$0.00
Contract Base Extensions =					\$518,053.50	\$247,440.75		\$169,177.75		\$78,263.00	
Change Order 1											
C.O.1.A	Bailey Nursery Reset Existing Structure	L.S.	1	4,000.00	4,000.00	1	\$4,000.00	0	\$0.00	1	\$4,000.00
Change Order Extensions =					\$4,000.00	\$4,000.00		\$0.00		\$4,000.00	
Contract Grand Total =					\$522,053.50	\$251,440.75		\$169,177.75		\$82,263.00	

**Keller Channel Weir and Phalen Outlet Resiliency
Progress Payment Number 4**

1.0	Total Completed Through This Period:	<u>\$1,060,411.69</u>	
2.0	Total Completed Previously Completed:	<u>\$795,310.50</u>	
3.0	Total Completed This Period:		<u>\$265,101.19</u>
4.0	Amount Previously Retained:	<u>\$39,765.53</u>	
5.0	Amount Retained This Period (See Note 1):		<u>\$13,255.05</u>
6.0	Total Amount Retained:	<u>\$53,020.58</u>	
7.0	Retainage Released Through This Period:		<u>\$0.00</u>
8.0	Total Retainage Remaining:	<u>\$53,020.58</u>	
9.0	Amounts Previously Paid:	<u>\$755,544.99</u>	
10.0	Amount Due This Estimate:		<u><u>\$251,846.14</u></u>

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

SUBMITTED BY:

Name: Joe Pember Date: _____
Title: Project Manager
Contractor: Pember Companies, Inc.

Signature: _____

RECOMMENDED BY:

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

Signature: _____

APPROVED BY:

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

Signature: _____

**Keller Channel Weir and Phalen Outlet Resiliency
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through April 20, 2021 for Progress Payment Number 4**

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
General											
1.04.A	Mobilization/Demobilization	L.S.	1	58,900.00	58,900.00	0.90	\$53,010.00	0.80	\$47,120.00	0.10	\$5,890.00
1.04.B	Clearing and Grubbing	L.S.	1	6,500.00	6,500.00	1	\$6,500.00	1	\$6,500.00	0	\$0.00
1.04.C	Control of Water	L.S.	1	225,000.00	225,000.00	1.00	\$225,000.00	0.80	\$180,000.00	0.20	\$45,000.00
1.04.D	Construction Entrance	Each	3	1,000.00	3,000.00	3	\$3,000.00	3	\$3,000.00	0	\$0.00
1.04.E	Silt Fence	L.F.	450	2.70	1,215.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04.F	Siltation Log	L.F.	250	4.20	1,050.00	425	\$1,785.00	425	\$1,785.00	0	\$0.00
1.04.G	Floatation Silt Curtain	L.F.	400	24.00	9,600.00	450	\$10,800.00	450	\$10,800.00	0	\$0.00
1.04.H	Erosion Control Blanket	S.Y.	347	3.70	1,283.90	0	\$0.00	0	\$0.00	0	\$0.00
1.04.I	Hydro-Mulch	S.Y.	780	3.00	2,340.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04.J	Inlet Protection	Each	14	130.00	1,820.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04.K	Traffic and Pedestrian Control	L.S.	1	10,000.00	10,000.00	0.90	\$9,000.00	0.75	\$7,500.00	0.15	\$1,500.00
Phalen Lake East and West Outlet Structures											
1.04.L	Remove, Salvage and Replace Split Rail Fence	L.F.	135	30.00	4,050.00	109	\$3,270.00	109	\$3,270.00	0	\$0.00
1.04.M	Remove and Salvage Existing Overflow Structure Grate Trash Rack	Each	2	3,000.00	6,000.00	2	\$6,000.00	2	\$6,000.00	0	\$0.00
1.04.N	Remove and Disposal of Existing 24” RCP Flared End Section and Trash Rack Inlet	Each	2	2,000.00	4,000.00	2	\$4,000.00	2	\$4,000.00	0	\$0.00
1.04.O	Excavate and Removal of Riprap from Infront of Structures and Regrade Area	L.S.	1	50,000.00	50,000.00	1.00	\$50,000.00	1.00	\$50,000.00	0	\$0.00
1.04.P	Construction Provisions/Methods to Protect Existing Concrete Structures D	L.S.	1	15,000.00	15,000.00	1.00	\$15,000.00	1.00	\$15,000.00	0	\$0.00
1.04.Q	Remove Partial Section of Existing Concrete Weir Wall	Each	2	7,500.00	15,000.00	2	\$15,000.00	2	\$15,000.00	0	\$0.00
1.04.R	36” RCP Class II	L.F.	140	300.00	42,000.00	151	\$45,300.00	151	\$45,300.00	0	\$0.00
1.04.S	36” RC Flared End Section w/Bull Nose Trash Rack	Each	4	5,000.00	20,000.00	4	\$20,000.00	4	\$20,000.00	0	\$0.00
1.04.T	Connect 36” RCP to Existing Outlet Control Structure	Each	4	10,000.00	40,000.00	4	\$40,000.00	4	\$40,000.00	0	\$0.00
1.04.U	Random Granite Riprap Mn/DOT Class IV	Ton	556	83.00	46,148.00	398	\$33,034.00	398	\$33,034.00	0	\$0.00
1.04.V	Granular Filter Material	Ton	277	32.50	9,002.50	115	\$3,737.50	115	\$3,737.50	0	\$0.00
1.04.W	72” Dia. RC Control Structure Manhole with Integral Base, Weir Wall and Door Hatch Cast in Top Slab	Each	4	15,000.00	60,000.00	4	\$60,000.00	4	\$60,000.00	0	\$0.00
1.04.X	Construct 8” Reinforced Concrete Weir Wall in Existing Outlet Structure	Each	4	5,500.00	22,000.00	4	\$22,000.00	4	\$22,000.00	0	\$0.00
1.04.Y	Aluminum Angle Frame Floor Door Hatch – Single Leaf	Each	4	2,500.00	10,000.00	4	\$10,000.00	4	\$10,000.00	0	\$0.00
1.04.Z	Furnish and Install 48” Wide x 48” High Drop Weir Gate (Whipps, Inc.™) with Electric Actuator	Each	4	20,500.00	82,000.00	4	\$82,000.00	0	\$0.00	4	\$82,000.00
1.04.AA	Furnish and Install Custom Fabricated Special Overflow Structure Galvanized Trash Rack (Haala Ind. ™)	Each	2	6,400.00	12,800.00	2	\$12,800.00	2	\$12,800.00	0	\$0.00
1.04.AB	Aggregate Fill	C.Y.	578	32.50	18,785.00	588	\$19,110.00	588	\$19,110.00	0	\$0.00
1.04.AC	Import Topsoil	C.Y.	58	70.00	4,060.00	58	\$4,060.00	0	\$0.00	58	\$4,060.00
1.04.AD	Protect Trails/Paths and Repair/Restoration of any Damaged Bituminous	L.S.	1	40,000.00	40,000.00	0.75	\$30,000.00	0.50	\$20,000.00	0.25	\$10,000.00

**Keller Channel Weir and Phalen Outlet Resiliency
Ramsey-Washington Metro Watershed District
Summary of Work Completed Through April 20, 2021 for Progress Payment Number 4**

						(1) Total Completed Through This Period		(2) Total Completed Previous Period		(3) Total Completed This Period	
Item	Description	Unit	Estimated Quantity	Unit Price	Extension	Quantity	Amount	Quantity	Amount	Quantity	Amount
1.04.AE	Seeding	S.Y.	347	5.00	1,735.00	0	\$0.00	0	\$0.00	0	\$0.00
1.04.AF	Site Restoration	L.S.	1	5,000.00	5,000.00	0.50	\$2,500.00	0.00	\$0.00	0.50	\$2,500.00
Keller Channel Weir											
1.04.AG	Remove Top 3 Feet of Existing Weir Wall	L.S.	1	18,000.00	18,000.00	1	\$18,000.00	1	\$18,000.00	0	\$0.00
1.04.AH	Construction Provisions/Methods to Protect Existing Concrete Structure During Selective Demolition/Removals	L.S.	1	8,500.00	8,500.00	1	\$8,500.00	1	\$8,500.00	0	\$0.00
1.04.AI	Concrete Modifications to Weir, (Add 1 foot to top of weir and 6 inches to side walls as shown on Drawings)	L.S.	1	8,000.00	8,000.00	1	\$8,000.00	1	\$8,000.00	0	\$0.00
1.04.AJ	Repair/Regrade Existing Channel Side Slopes, Construct Level Access Pad Area for Control Panel, Remove and Replace Riprap Upstream and Downstream of Structure, Add Topsoil, Seed, and Erosion Control Blanket	L.S.	1	28,000.00	28,000.00	1.00	\$28,000.00	0.5	\$14,000.00	0.50	\$14,000.00
1.04.AK	Furnish and Install 132” Wide x 30” High Drop Weir Gate (Whipps, Inc.™) with Interconnected Gearbox and Electric Actuator	Each	3	23,000.00	69,000.00	3	\$69,000.00	0	\$0.00	3	\$69,000.00
1.04.AL	Valve Stem Cover Box/Lid Installed	Each	3	4,100.00	12,300.00	3	\$12,300.00	0	\$0.00	3	\$12,300.00
1.04.AM	Protect Trails/Paths and Repair/Restoration of any Damaged Bituminous	L.S.	1	20,000.00	20,000.00	0.75	\$15,000.00	0.50	\$10,000.00	0.25	\$5,000.00
1.04.AN	Site Restoration	L.S.	1	14,000.00	14,000.00	0.50	\$7,000.00	0.00	\$0.00	0.50	\$7,000.00
Electrical											
1.04.AO	Electrical - Phalen Lake East and West Outlet Structures	L.S.	1	130,000.00	130,000.00	0.35	\$45,500.00	0.35	\$45,500.00	0	\$0.00
1.04.AP	Electrical - Keller Channel Weir	L.S.	1	40,000.00	40,000.00	0.35	\$14,000.00	0.35	\$14,000.00	0	\$0.00
Electrical Allowance											
1.05B	Schedule of Allowances	Each	1	21,000.00	21,000.00	0	\$0.00	0	\$0.00	0	\$0.00
Contract Base Extensions =						\$1,197,089.40	\$1,012,206.50	\$753,956.50	\$258,250.00		
Change Order 1											
C.O.1.A	Crushed Granite Stone (Barton CA1)	Ton	400	83.00	33,200.00	416	\$34,528.00	416	\$34,528.00	0	\$0.00
C.O.1.B	Type 5 Stabilization Geotextile	SY	350	2.50	875.00	350	\$875.00	350	\$875.00	0	\$0.00
C.O.3.A	Keller Channel Sediment/Muck Excavation and Disposal	CY	105	56.68	5,951.00	105	\$5,951.00	105	\$5,951.00	0	\$0.00
C.O.4.A	Phalen Riprap Fill - 70/30 Mixture (Sand/Compost)	CY	63	54.25	3,417.75	63	\$3,417.75	0	\$0.00	63	\$3,417.75
C.O.4.B	Keller Riprap Fill - Topsoil	CY	22	41.67	916.74	22	\$916.74	0	\$0.00	22	\$916.74
C.O.4.C	Concrete Core Drill Holes for Electrical Conduits	Each	6	275.00	1,650.00	6	\$1,650.00	0	\$0.00	6	\$1,650.00
C.O.4.D	Additional Manhole Steps Installed	Each	18	48.15	866.70	18	\$866.70	0	\$0.00	18	\$866.70
Change Order Extensions =						\$46,877.19	\$48,205.19	\$41,354.00	\$6,851.19		
Contract Grand Total =						\$1,243,966.59	\$1,060,411.69	\$795,310.50	\$265,101.19		

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
April 21, 2021
File No: 9M

	Balance
General Account	\$2,246.00
Beltline Project	\$782.00
Target East St. Paul	\$115.00
North St Paul Target Project	\$230.00
	<u>\$3,373.00</u>

Permit Application Coversheet

Date May 05, 2021

Project Name Tartan High School Redevelopment Phase II Project Number 21-12

Applicant Name Randy Anderson, ISD 622

Type of Development Institutional

Property Description

This project is located at the existing Tartan High School campus off Greenway Avenue in the City of Oakdale. The applicant is proposing to complete Phase II of a larger redevelopment to be completed in the coming years. Phase I included updating ballfields, a new field event/recreation area, and associated stormwater facilities. For Phase II, the applicant is proposing to construct two building additions with associated sidewalks and reconfiguration of a parking lot. The total site area is 14.48 acres. A new filtration basin will be constructed to meet stormwater treatment requirements. Additionally, two existing basins previously permitted (20-21-A) will be expanded slightly. Filtration is proposed due to poor soils and high groundwater. An impermeable liner is proposed on the bottom of the new filtration basin. Pretreatment will include sumped inlets. Two wetland areas have been delineated onsite (20-12 WCA), one of which was constructed by the District. Impacts are not proposed as part of this phase. Subsequent phase(s) of the project will require an additional permit application and review to ensure stormwater treatment and other District requirements continue to be met.

Watershed District Policies or Standards Involved:

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

Water Quantity Considerations

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

Water Quality Considerations

Short Term

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

Long Term

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

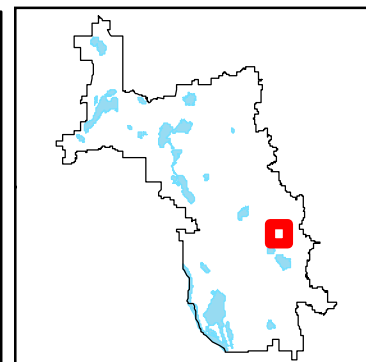
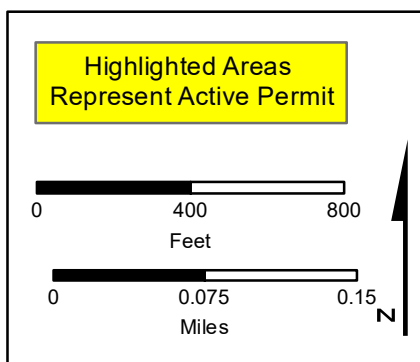
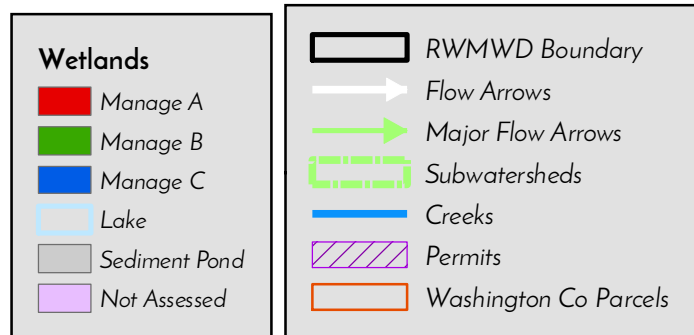
Staff Recommendation

Staff recommends approval of this permit with the special provisions.

Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan

#21-12 Tartan High School Redevelopment Phase II



Special Provisions

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

**TARTAN HIGH
SCHOOL ADDITIONS
AND RENOVATIONS
BID PACKAGE #1**

828 Greenway Avenue North
Oakdale, MN 55128

**INDEPENDENT SCHOOL
DISTRICT #622**

2520 32TH AVE
PO BOX 57
PO BOX 57 FALLS MN 55109



WOLD ARCHITECTS
ARCHITECTS
3033 Lake Avenue North
St. Paul, MN 55109
woldarch.com | 612 777 7773

**Larson
Engineering, Inc.**
824 Leona Road
White Bear Lake, MN 55110
White Bear Lake, MN 55110
www.larsoneng.com

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Sheet: 04.23.2021
Date: 03.03.2021 L.S. No.: 20730

NO.	DESCRIPTION	DATE	BY	CHKD
1	ISSUED FOR PERMIT	03/03/2021	WLD	WLD
2	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD
3	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD
4	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD
5	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD
6	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD
7	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD
8	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD
9	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD
10	ISSUED FOR CONSTRUCTION	03/03/2021	WLD	WLD

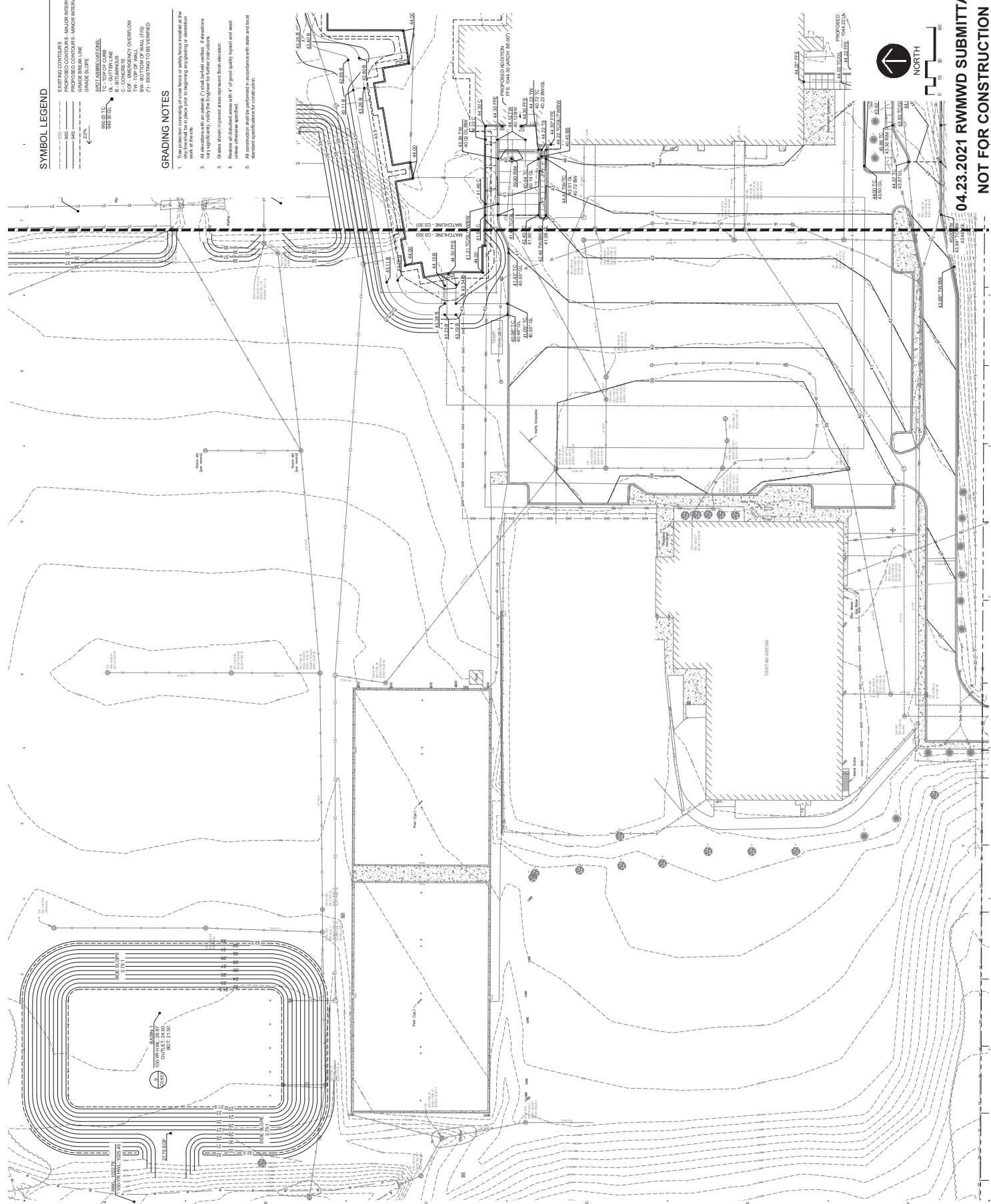
Contract: 1308882
Date: 03.03.2021
Drawn: WLD
Checked: WLD
Title: GRADING PLAN - WEST

**GRADING
PLAN - WEST**

Scale: As Shown

**04.23.2021 RWMWD SUBMITTAL
NOT FOR CONSTRUCTION**

C0.300



SYMBOL LEGEND

- EXISTING CONTOURS - MAJOR INTERVAL
- PROPOSED CONTOURS - MAJOR INTERVAL
- EXISTING CONTOURS - MINOR INTERVAL
- PROPOSED CONTOURS - MINOR INTERVAL
- GRADE SLOPE
- 2.0%
- 3.0%
- 4.0%
- 5.0%
- 6.0%
- 7.0%
- 8.0%
- 9.0%
- 10.0%
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GRADING NOTES

1. The grading plan is based on the existing ground conditions and the proposed construction. The grading plan is not to be used for construction without the approval of the engineer.
2. All elevations are in feet above sea level. Elevation data is provided for all existing and proposed features.
3. The grading plan is based on the existing ground conditions and the proposed construction. The grading plan is not to be used for construction without the approval of the engineer.
4. The grading plan is based on the existing ground conditions and the proposed construction. The grading plan is not to be used for construction without the approval of the engineer.
5. All construction shall be performed in accordance with state and local standards specifications for construction.

Consent Agenda Action Item

Board Meeting Date: May 5, 2021

Agenda Item No: 3D

Preparer: Tina Carstens, Administrator

Item Description: Change Order No. 4 for the Keller Channel Weir and Phalen Outlet Resiliency Modification Project

Background:

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

Attached is change order number 4 for this project. This request includes four items requested by district staff as the construction continued: A) Riprap Void Fill for Planting at Phalen B) Riprap Void Fill at Keller Channel C) Concrete Core Drill Holes D) Additional Manhole Steps.

Applicable District Goal and Action Item:

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

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

Staff Recommendation:

Approve Change Order No. 4.

Financial Implications:

This change order increases the contract price by \$6,851.19. This is available in the project contingency funds.

Board Action Requested:

Approve Change Order No. 4.

Change Order No. 4
Ramsey-Washington Metro Watershed District
Keller Channel Weir and Phalen Outlet Resiliency

DATE OF ISSUANCE: April 28, 2021

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

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

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

C.O.4.A Phalen Outlets - Riprap Void Fill (70/30 sand and compost mixture)

Description of Change:

The contractor furnished and installed a riprap void fill mixture containing 70% sand and 30% compost and installed it into the new granite riprap void spaces. This work was requested by the owner's natural resource team to provide the seed bed required for the proposed lake shore restoration plan to be performed by district staff.

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

Measurement and Payment:

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

Change in Contract Time:

None

Total Impact on Contract Price:

63 CY @ \$54.25/CY for a total cost of \$3,417.75.

C.O.4.B Keller Footbridge - Riprap Void Fill (topsoil)

Description of Change:

Similarly, the contractor furnished and installed a topsoil riprap void fill and installed it into the new fieldstone riprap void spaces . This work was requested by the owner's natural resource team to provide the seed bed required for the proposed lake shore restoration plan to be performed by district staff.

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

Measurement and Payment:

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

Change in Contract Time:

None

Total Impact on Contract Price:

22 CY @ \$41.67/CY for a total cost of \$916.74.

C.O.4.C Concrete Core Drill Holes

Description of Change:

During the installation of electrical supply to the weir gates, a change in plan was requested by the owner's representative in the field to improve the appearance of the proposed electric lines underneath the deck of the structure. The contractor was directed to core six holes into the existing pier walls for conduits at the Keller footbridge structure to allow the conduits to be less visible.

The contractor completed the work, in good faith, under authorization by the owner, and as directed by the owner's representative.

Measurement and Payment:

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

Change in Contract Time:

None

Total Impact on Contract Price:

6 Each @ \$275/Ea. for a total cost of \$1,650.00.

C.O.4.D Additional Manhole Steps – Phalen Outlets

Description of Change:

The contractor was asked by the owner's representative to install additional manhole steps inside the existing outlet structure at the access manholes and inside the new gate structures for added safety. This work was determined during construction once the new pipes and gate structures were in place and configuration of access was determined in the field.

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

Measurement and Payment:

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

Change in Contract Time:

None

Total Impact on Contract Price:

18 Each @ \$48.15/Ea. for a total cost of \$866.70.

Total Change in Contract Price increase due to Change Order 4 items results in \$6,851.19.

This Change Order No. 4 is:

Submitted By:
(ENGINEER)



Bradley J. Lindaman, Project Engineer
Barr Engineering Company

Date: April 28, 2021

Authorized By:
(OWNER)

Lawrence Swope, President
Ramsey-Washington Metro Watershed District

Date: _____

Approved By:
(CONTRACTOR)

Joe Pember, Project Manager
Pember Companies, Inc.

Date: _____

Attachments:

From: Joe Pember <JPember@pembercompanies.com>
Sent: Thursday, April 1, 2021 3:41 PM
To: Greg Nelson
Subject: Phalen Park 70/30 mix topsoil C.O.4.A

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

The price for 70/30 mix topsoil delivered and installed is \$46.31/cy. This topsoil is to be washed into the rocks. The price to spray (wash) topsoil is \$400.00.

Thanks,

Joe Pember
Senior Project Manager
Pember Companies, Inc.
N4449 469th Street
Menomonie, WI 54751
jpember@pembercompanies.com
Office 715.235.0316
Mobile 715.556-0602
Fax 715.235.9006

Labor cost adjusted to include equipment (water pump and hose).
Unit price includes \$46.31/CY + \$500 for 6-Hrs Labor (\$54.25)

GGN

From: Joe Pember <JPember@pembercompanies.com>
Sent: Thursday, April 1, 2021 3:43 PM
To: Greg Nelson
Cc: Terry Ludtke
Subject: Keller Channel Regular Topsoil Delivered and Installed C.O.4.B

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

The price to deliver and install regular topsoil at the Keller Channel area is \$41.67/cy. This topsoil is not being washed into the rocks.

Thanks,

Joe Pember
Senior Project Manager
Pember Companies, Inc.
N4449 469th Street
Menomonie, WI 54751
jpember@pembercompanies.com
Office 715.235.0316
Mobile 715.556-0602
Fax 715.235.9006

From: Terry Ludtke <TLudtke@pembercompanies.com>
Sent: Wednesday, March 31, 2021 4:48 PM
To: Greg Nelson
Cc: Joe Pember; Heavyjob 3; Scott Hagen; Haley Pember
Subject: Core drill @ Keller **C.O.4.C**

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Hi Greg

We can core drill 1.5"-2.0" for \$275.00 each (approx 6), let me know if you approve . They would be a few inches down from the top as it won't run flush to the top , we can bring it with tomorrow and work out the details on the size etc tomorrow. Thanks

Terry Ludtke

Exc. Operations Manager

Pember Companies

N4449 469th Street

Menomonie, WI 54751

Cell: (715) 556-4112

tludtke@pembercompanies.com

From: Joe Pember <JPember@pembercompanies.com>
Sent: Wednesday, April 21, 2021 11:55 AM
To: Greg Nelson
Subject: Manhole Steps C.O.4.D

CAUTION: This email originated from outside your organization. Exercise caution when opening attachments or clicking links, especially from unknown senders.

Prices are \$18.15 per step x 18 steps = \$326.70. Just a note that everything is rising May 1st. Steps jump to \$28.08 per step. I just thought that was interesting.

Add 6 hours of labor to install 18 steps.

Joe Pember
Senior Project Manager
Pember Companies, Inc.
N4449 469th Street
Menomonie, WI 54751
jpember@pembercompanies.com
Office 715.235.0316
Mobile 715.556-0602
Fax 715.235.9006

Unit price includes \$18.15/Step + \$540
for 6-Hrs Labor (\$48.15)

GGN

Consent Agenda Action Item

Board Meeting Date: May 5, 2021

Agenda Item No: 3E

Preparer: Tina Carstens, Administrator

Item Description: Change Order No. 1 for the 2021 CIP Maintenance & Repair Project

Background:

Attached is change order number 1 for the 2021 CIP Maintenance and Repair Project. This change order includes additional work requested by district staff outside of the original scope for Site 7 – Bailey Nursery. Additional information is included in the attached information.

Applicable District Goal and Action Item:

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

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

Staff Recommendation:

Approve Change Order No. 1.

Financial Implications:

This request increases the contract price by \$4,000. There are sufficient funds in the project contingency for this increase.

Board Action Requested:

Approve Change Order No. 1.

Change Order No. 1
Ramsey-Washington Metro Watershed District
2021 Capital Improvement Project (CIP)

DATE OF ISSUANCE: April 28, 2021

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

Contractor: Fitzgerald Excavating & Trucking, Inc.
21432 350th Street
Goodhue, MN 55027
Attn: Jason Fitzgerald

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

Description of Change:

While the contractor was performing exploratory excavation to expose the disconnected storm sewer pipe, it was determined that additional work beyond the original scope would be required to reset the existing storm structure at Site 7 Bailey Nursery. Differential settlement of the structure occurred due to the loss of base material supporting it. The loss of base material was most likely caused by erosion when separation between the pipe and structure occurred. The structure was removed so the granular base material could be replaced. Once the structure and pipe were sufficiently supported, the structure was reset to its original elevation and backfilled to grade.

The contractor performed the work in good faith as directed by the owner's representative while equipment was mobilized onsite to minimize cost. The attached document provides the contractor's quote.

C.O.1.A Bailey Nursery Reset Existing Structure

Measurement and Payment:

This work was performed on a lump sum (L.S.) unit price based on the quote provided on April 7, 2021 by Fitzgerald Contracting & Trucking, Inc.

Change in Contract Time:

None

Total Impact on Contract Price:

The dollar amount to complete the work on a lump sum (L.S.) unit price as described above is \$4,000.00

(Attachment: contractor quote letter and work approval email)

This Change Order No. 1 is:

Submitted By:
(ENGINEER)



Bradley J. Lindaman, Project Engineer
Barr Engineering Company

Date: April 28, 2021

Authorized By:
(OWNER)

Lawrence Swope, President
Ramsey-Washington Metro Watershed District

Date: _____

Approved By:
(CONTRACTOR)

Jason Fitzgerald, President
Fitzgerald Excavating & Trucking, Inc.

Date: _____

Fitzgerald Excavating & Trucking Inc

21432 350th Street Goodhue, MN 55027

651-923-4060 Office 651-923-4080 Fax

4-7-2021

Change Order Request for Bailey's Nursery Site

Remove existing structure, Excavate & Place base material, Reset Structure

\$4000

Thank you!

Craig Kennedy

From: David Vlasin <david.vlasin@rwmwd.org>

Sent: Wednesday, April 7, 2021 11:22 AM

To: 'Mari Geiger' <marigeiger@yahoo.com>

Cc: tina.carstens@rwmwd.org; Greg Nelson <GNelson@barr.com>; Gareth W. Becker <GBecker@barr.com>; Shelly Melser <shelly.melser@rwmwd.org>; Dave Vlasin <david.vlasin@rwmwd.org>

Subject: RE: Change Order Request - Bailey's

Mari,

Thank you for providing a cost for the extra work needed after exploring around the broken pipe connection to the structure at the Bailey's site – I have talked with Tina and have approval for the change order request on the required extra work.

Please proceed to remove existing structure, excavate/place base material, and reset the structure for a cost of \$4000.

Dave

Dave Vlasin | Watershed Project Coordinator
Ramsey-Washington Metro Watershed District
2665 Noel Drive | Little Canada, MN | 55117
O- 651-792-7970 | C- 612-810-5885 | www.rwmwd.org

Permit Program

MEMORANDUM

Date: May 5, 2021
To: RWMWD Board of Managers
From: Nicole Soderholm, Permit Coordinator
Subject: Municipal Separate Storm Sewer System (MS4) Program Update

Due to ownership and operation of the Beltline Interceptor, RWMWD is a regulated MS4 permittee through the Minnesota Pollution Control Agency (MPCA). A regulated MS4 must operate under, and meet the requirements of, the state's MS4 general permit. The general permit includes 6 Minimum Control Measures (MCMs) aimed at reducing stormwater pollutants entering state waters:

1. Public education and outreach
2. Public participation
3. Illicit discharge detection and elimination (IDDE)
4. Construction site runoff controls
5. Post-construction runoff controls
6. Pollution prevention and "good housekeeping"

The watershed district's Stormwater Pollution Prevention Program (SWPPP) activities are summarized annually and shared with the board and MPCA. The public is able to view the draft annual report for a 30-day comment period including a designated opportunity to comment at the June board meeting each year.

The MPCA issued a new MS4 general permit on November 16, 2020. Staff submitted the permit application for coverage under the new permit on April 14, 2021. The MPCA now has 30 days to verify whether the application is complete, at which point they will make a preliminary determination to issue permit coverage and begin a separate 30-day public comment period. If any comments are submitted during this time, watershed staff will address those comments. When permit coverage is issued, the District will have 12 months from the issuance date to make revisions to the SWPPP for compliance with the new permit.

A summary of noteworthy changes to the 2020 general permit are enclosed for your reference.

Summary of significant new requirements in the Draft MS4 General Permit

This document is intended to serve as a short, high-level summary of new requirements in the Draft Municipal Separate Storm Sewer System (MS4) General Permit (Permit No: MNR040000). Permit references are provided for those seeking the actual permit language.

For those seeking a more comprehensive look at new requirements, please view the highlighted version of the Draft MS4 General Permit, which is available at <https://www.pca.state.mn.us/water/municipal-stormwater-ms4>. The document uses yellow highlight to show all new requirements the Minnesota Pollution Control Agency (MPCA) believes are notable, including areas where more specificity was added since the previous permit (i.e., the 2013 MS4 General Permit).

Overview of changes

1. New permit format due to changes in MPCA policies for permits.
2. Added specificity throughout the permit, such as written procedures and frequencies for educational activities, trainings, and inspections, to meet the intent of the [MS4 General Permit Remand Rule](#) (clear, specific, and measurable requirements).
3. Added various documentation requirements throughout the permit so that the MPCA and permittees can better evaluate permit compliance and stormwater pollution prevention program (SWPPP) effectiveness and meet the intent of the [MS4 General Permit Remand Rule](#).
4. New application requirements for total maximum daily loads (TMDLs) to meet the intent of the [MS4 General Permit Remand Rule](#) and better substantiate applicable waste load allocations (WLAs) are being met.
5. New requirements to address chloride from deicing material. See Minimum Control Measures (MCMs) 1, 3, and 6 below for details.
6. New requirements to address bacteria from pet waste. See MCMs 1 and 3 below for details.
7. More protective post-construction stormwater management requirements for redevelopment projects. See Table 1 below for details.
8. Performance-based approach to address TMDLs for chloride, bacteria, and temperature. See Table 2 below for details.

New application requirements for TMDLs

Draft MS4 General Permit Reference: Items 12.8 and 12.10 (pages 5 & 6)

1. If the applicant has an applicable WLA for total suspended solids (TSS) or total phosphorus (TP), provide a cumulative estimate of TSS and TP load reductions (in pounds) to be achieved during the permit term.
2. For each applicable WLA for TSS and TP where the applicant is claiming to meet an applicable WLA, the applicant must provide documentation that the applicable WLA is being met. At a minimum, the applicant must provide the following information:

- a. A list of all structural stormwater best management practices (BMPs) implemented to achieve the applicable WLA, including the BMP type (e.g., constructed basin, infiltrator, filter, swale or strip, etc.), location in geographic coordinates, owner, and year implemented; and
- b. Documentation using an Agency-approved method, which demonstrates the applicant's existing load meets the WLA; or
- c. Documentation using an Agency-approved method, which demonstrates the estimated reductions of TSS or TP from BMPs meet the estimated MS4 WLA reductions included in the TMDL report, if that information is available (i.e., target loading rate, percent reduction, or pounds reduced).

MCM 1: Public education and outreach

Draft MS4 General Permit Reference: Items 16.4 and 16.6 (page 7)

For cities and townships, at least once each calendar year, distribute educational materials or equivalent outreach to residents, businesses, commercial facilities, and institutions, focused on the following:

1. Impacts of deicing salt use on receiving waters;
2. Methods to reduce deicing salt use; and
3. Proper storage of salt or other deicing materials.

For cities and townships, at least once each calendar year, distribute educational materials or equivalent outreach focused on pet waste. The educational materials or equivalent outreach must include information on the following:

1. Impacts of pet waste on receiving waters;
2. Proper management of pet waste; and
3. Any existing permittee regulatory mechanism(s) for pet waste.

MCM 3: Illicit discharge detection and elimination

Draft MS4 General Permit Reference: Items 18.5 and 18.6 (page 8)

Develop and implement a regulatory mechanism (e.g., an ordinance) that:

1. For cities, townships, and counties, require owners or custodians of pets to remove and properly dispose of feces on permittee owned/operated land areas.
2. For cities and townships, require proper salt storage at commercial, institutional, and non-NPDES permitted industrial facilities.

MCM 5: Post-construction stormwater management

Draft MS4 General Permit Reference: Items 20.6 and 20.7 (page 12)

Table 1: Comparison of post-construction stormwater management redevelopment requirements

2013 MS4 General Permit	Draft MS4 General Permit
Redevelopment – on site, achieve a net reduction from pre-project conditions in TSS, TP, and volume	Redevelopment – 1" volume retention on site for fully reconstructed ¹ impervious surface <ul style="list-style-type: none">Triggers when ≥1 acres of impervious surface will be fully reconstructed
Linear redevelopment projects – no separate requirement (falls under Redevelopment)	Linear redevelopment projects – 0.5" volume retention on site for fully reconstructed impervious surface <ul style="list-style-type: none">Triggers when ≥1 acres of impervious surface will be fully reconstructedIf unable to achieve 0.5", maximize treatment on site

MCM 6: Pollution prevention/good housekeeping for municipal operations

Draft MS4 General Permit Reference: Items 21.5, 21.6, and 21.7 (pages 15 & 16)

- Implement the following BMPs at permittee owned/operated salt storage areas:
 - Cover or store the salt indoors;
 - Store salt on an impervious surface; and
 - Implement practices to reduce exposure when transferring material from salt storage areas (e.g., sweeping, diversions, and/or containment).
- Implement a written snow and ice management policy for individuals that perform winter maintenance activities for the permittee. The policy must establish practices and procedures for snow and ice control operations (e.g., plowing or other snow removal practices, sand use, and application of deicing compounds).
- Each calendar year, the permittee must ensure all individuals that perform winter maintenance activities for the permittee receive training that includes:
 - The importance of protecting water quality;
 - BMPs to minimize the use of deicers (e.g., proper calibration of equipment and benefits of pretreatment, pre-wetting, and anti-icing); and
 - Tools and resources to assist in winter maintenance (e.g., deicing application rate guidelines, calibration charts, Smart Salting Assessment Tool).

¹ "Fully reconstructed" means areas where impervious surfaces have been removed down to the underlying soils. Activities such as structure renovation, mill and overlay projects, and other pavement rehabilitation projects that do not expose the underlying soils beneath the structure, pavement, or activity are not considered fully reconstructed. Maintenance activities such as catch basin and pipe repair/replacement, lighting, and pedestrian ramp improvements are not considered fully reconstructed.

Performance-based approaches to address TMDLs for chloride, bacteria, and temperature

Draft MS4 General Permit Reference: Items 22.3 – 22.7 (page 17)

Table 2: Comparison of TMDL requirements

2013 MS4 General Permit	Draft MS4 General Permit
<p>Submit a compliance schedule with the application that includes:</p> <ol style="list-style-type: none"> 1) Interim milestones, expressed as BMPs or progress toward implementation of BMPs to be achieved during the term of this permit 2) Dates for implementation of interim milestones 3) Strategies for continued BMP implementation beyond the term of this permit 4) Target dates the applicable WLAs will be achieved 	<p>Meet the following requirements within 12 months of permit coverage:</p> <p>If the permittee has an applicable WLA² for bacteria...</p> <ol style="list-style-type: none"> 1) Maintain a written or mapped inventory of potential areas and sources of bacteria (e.g., dense populations of waterfowl or other bird, dog parks). 2) Maintain a written plan to prioritize reduction activities to address the areas and sources identified in the inventory. <p>If the permittee has an applicable WLA for chloride...</p> <ol style="list-style-type: none"> 1) Document the amount of deicer applied each winter maintenance season to all permittee owned/operated surfaces. 2) Each calendar year the permittee must conduct an assessment of the permittee’s winter maintenance operations to reduce the amount of deicing salt applied to permittee owned/operated surfaces and determine current and future opportunities to improve BMPs. The permittee may use the Agency’s Smart Salting Assessment Tool or other available resources and methods to complete this assessment. The permittee must document the assessment. <p>If the permittee has an applicable WLA for temperature...</p> <ol style="list-style-type: none"> 1) Maintain a written plan that identifies specific activities the permittee will implement to reduce thermal loading during the permit term.

² “Applicable WLA” means a Waste Load Allocation assigned to the permittee and approved by the EPA prior to the issuance date of the General Permit.



RAMSEY-WASHINGTON

METRO WATERSHED DISTRICT

MEMORANDUM

Date: May 5, 2021

To: Board of Managers and Staff

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

Subject: April Enforcement Action Report

During April 2021:

Number of Violations:	7
Install/Maintain Perimeter Control	2
Install/Maintain Construction Entrance	1
Sweep Streets	1
Stabilize Exposed Soils	3

Activities:

Permitting assistance to private developers and public entities, miscellaneous inquiries, ongoing ESC site inspections and reporting, WCA administration and procedures, new permit review with Barr Engineering, permit pre-submittal meetings, H.B. Fuller/RWMWD Environmental Forum, MN Wetland Professional Certification trainings, permit program intro meeting with board manager Eisele, CAC orientation meeting, Earth Day cleanup at Gervais Creek, Anchor Block Commons erosion control coordination meeting, post-construction underground BMP inspections, MPCA MIDS calculator training, University of Minnesota BMP Maintenance certification training

Project Updates:

20-40 Atomic Architectural Sheet Metal (Vadnais Heights)

Site work begins at the proposed warehouse site with associated parking this month. Staff met with contractors onsite on April 21st to discuss erosion and sediment control items, as well as the District's inspection process. The site had perimeter control properly installed throughout the 1.2-acre site and confirmed they would be installing a rock entrance and inlet

protection devices the following day. Staff will continue to inspect the site on a regular schedule.

20-39 Midland Terrace Phase 1 (Shoreview)

Staff held an onsite initial erosion control meeting on April 7th with the excavating contractor. Staff closely inspected the wetland perimeter to ensure erosion and sediment control items were properly installed. Staff agreed the site had installed all items correctly and were prepared for demolition and construction. Staff revisited the site on April 21st for a routine inspection and found the site to be in great condition with all erosion and sediment control items well-maintained.

20-20 White Bear Lake High School South Gym (White Bear Lake)

Staff performed an initial erosion control walk-through with contractors on April 7th after being informed the project had begun without District notification. Staff noted repair items needed including inlet protection, perimeter control improvements, and a general note about street sweeping. Staff returned for a routine inspection on April 21st and found that a trench inlet was still not protected and that there was excessive sediment within the paved surface of the project. Staff spoke with contractors onsite about repairing these items promptly. Contractors assured they would be taken care of that day.

20-01 Carver Elementary School Addition (Maplewood)

After performing a routine inspection on April 13th, staff determined that an onsite meeting with both the general contractor and grading contractor would be beneficial as the project is entering its second year of construction. Items were generally well-maintained, but staff wanted to ensure the site was well-prepared and communication re-established prior to extensive grading work that is planned for this season. Staff walked the site with contractors on April 26th and agreed on items that could use improvement including perimeter control repairs, construction entrance repairs, and reshaping roughly graded areas to prevent erosion.

Permits Closed:

None

Permits Approved by Staff:

None

Stewardship Grant Program

Stewardship Grant Application Summary

Project Name: Boys and Girls Club Public Art

Application Number: 21-14 CS

Board Meeting Date: 5/5/2021

Applicant Name: Shannon Mattson

Residential ☐

Commercial/Government ☒

Project Overview:

This grant application is to fund a new youth sculpture at the Eastside Boys and Girls Club on St. Paul's East Side. The sculpture will accompany a new native plant memorial garden at the building entrance designed and installed with assistance from RWMWD education staff. This art piece serves as the cornerstone piece of the memorial garden, as well as newly installed native plantings and porous paver parking lot that were installed as an RWMWD targeted retrofit grant in 2020 to help solve drainage issues that the club had been experiencing.

District Goal Connection: Inform and Empower Communities

The sculpture will be designed and created by teen artists from the Eastside Boys and Girls Club. The group working on the new sculpture is focused on creating an art piece to celebrate and enrich the neighborhood with artistic and environmental awareness. The sculpture also offers the opportunity for Club youth to engage with native plant gardens and watershed education through an art piece that has personal meaning to them. This ties to the RWMWD goal "Inform and Empower Communities" by building relationships with local partners and education opportunities through a project that holds significance to the project partners. RWMWD plans to use this piece and the gardens for ongoing education to children at the Boys and Girls Club and the rest of the community.

This project falls in a high diversity area and is one of the highest areas of concentrated poverty in Ramsey County. Youth who attend Twin Cities area Boys and Girls Clubs is 90.6% Black, Indigenous, or People of Color (BIPOC). In the past, RWMWD has offered 50% cost-share assistance for public art and signage and has provided 100% funding for projects that fall within our priority equity area. In this instance, the applicant is requesting the full \$9,000 to cover the cost for the sculpture.

For more information about the Boys and Girls Club and their proposed project, see the attached proposal.

BMP type(s):

Public Art/Signage(1)

Grant Request:

\$9,000.00

Recommendation:

Staff recommends approval of this application.

Subwatershed:

St. Paul Beltline

Location Maps:



Eastside Boys & Girls Club Youth Sculpture Proposal

Spring 2021 – Fall 2021

Purpose and History

With service dating back to 1926, the Saint Paul and Minneapolis Clubs broadened their reach through the 1999 merger that formed the Boys & Girls Clubs of the Twin Cities (BGCTC). Since then, we've worked to extend our reach, growing to 10 Clubs and one environmental learning center, serving over 8,000 youth annually.

Boys & Girls Clubs of the Twin Cities' (BGCTC) mission is to enable all young people, especially those who need us most, to reach their full potential as productive, caring, responsible citizens. Our vision is to provide a high quality Club experience that assures success is within reach of every young person who enters our doors, with all members on track to graduate from high school with a plan for the future, demonstrating good character and citizenship, and living a healthy lifestyle. The Clubs offer Twin Cities youth a firm foundation of trust, hope, and responsibility.

As an organization, BGCTC has moved through incredible hurdles over the past year. BGCTC staff pivoted, collaborated, and found new channels for delivering our work to ensure kids, teens, and families were at the center of focused efforts. Through the challenges, already strong Club relationships with the families we serve have been strengthened further.

"The Club has provided a safe place for me during the pandemic, so I don't feel trapped at home," says East Side Club teen member Henry. "The Club brings me hope because it's a place where I can be myself. I'm grateful for the Club because the staff treats me like a family member!"

This grant application is to fund a new youth sculpture that will accompany a newly implemented memorial garden on-site at the Eastside Boys and Girls Club on St. Paul's East Side. The funds will cover the cost of the artistic creation of the clay prototypes, construction of the full-size sculpture, and the casting or fabrication of the final piece created by the teen artists of the Eastside Boys and Girls Club. In addition, the cost of the landscape stone, engraving and installation of the stone and sculpture on site are part of this funding proposal.

Our purpose is to create a space to honor the memory of the eastside youth that have died too young and support the hope and dreams of today's eastside youth. This sculpture represents youth leadership inspiring care of community both nature and neighborhood; pride and stewardship, caring for their neighborhood environment, and providing beautiful and healthy wetlands of clean water. And, no less, using their youth voices and youth public art to care for and to bring hope and courage to all youth in their community.

Community Need & Support

BGCTC is intentional in our selection of site locations, serving neighborhoods where, according to Ramsey and Hennepin County data, 100% of residents qualify for free/reduced-price lunch. We recognize that certain areas of the Twin Cities have concentrated pockets of intense need where communities and families are challenged both economically and socially. Club membership is a reflection of the make-up of each neighborhood served.

FY21 demographics at our BGCTC East Side Club are as follows:

- Ethnicity: Black – 28.6%; Asian – 45%; Caucasian – 6.2%; Hispanic/Latino – 4.7%; Native American – 0.9%; Multi-Racial – 6.3%; Other – 6.7%; Unknown – 1.6%
- Age: 5 through 9 – 20%; 10 through 12 – 20 %; 13 through 20 – 60%
- Gender: Female – 29.5 %; Male – 69.1%; Other- 0.1%; Unknown: 1.2

BGCTC East Side is very connected to the youth and families who live and work in the surrounding East St. Paul communities and we are all too aware of the impact this pandemic and civil unrest has and will continue to have on them. Which is why we felt it was appropriate to create a permanent and lasting memorial on the grounds of our club site honoring young people who have passed away. We hope this sculpture, in addition to a newly implemented memorial garden, will be well received and allow for the community to join us in our plans to help shape them. The

gardens will be a permanent memorial for future generations and will be created by and for the Eastside youth, enriching the neighborhood with artistic and environmental awareness.

The neighborhood -- and for that matter, the entire East Side of St. Paul, which is geographically and demographically one-third of the city -- has very few examples of public art. In November 2020 three sculptures were installed, one at the New Phalen Village and two at Ames Lake. Eastside youth, Koua Vang pf Johnson High School and Shoua Thao from the Boys and Girls Club leadership team are the artists. The enthusiasm and commitment of Koreena Moua, director of the B&G club, and their leadership team has led to this sculpture garden project. The energy and excitement to build a healthy environment through community engagement in the arts has been clear, by starting with this piece of art at the Eastside Boys and Girls Club site and their visions for where this can grow.



Heron by Koua Vang, Ames Lake wetland and the New Phalen Village, 2020

Project Timeline

Task	Approximate Dates
Begin process of research and design of prototypes	May- end of June 2021
Public Art Tour of St. Paul for B&G club teens by Aloun	May - Early June 2021
Build model and mold with Aloun @ B&G club site	July 2021
Artists will work w/ fabrication or casting process	August 2021
Installation of Sculpture	Sept-Oct 2021 or April 2022
Community Unveiling Ceremony	Sept-Oct 2021 or April 2022
Community field experiences of rain gardens led by RWMWD.	Spring 2022

ADDITIONAL INFORMATION REGARDING THE ARTISTIC PROCESS AND BUDGET

Artistic Quality

In addition to the qualifications of the youth artists themselves, the following professionals will manage the process:

- Koreena Moua, director of the Eastside Boys and Girls Club
- Aloun Phoulavan, project art instructor and director, will have oversight for design quality.
- American Bronze, St. Paul Fabricators, and Oak Meadows Landscape will be our professional consults to create the final sculpture process and installation.
- Sarah Fehr, Executive Director of Eastside Arts Council is a participating advisor.

Artistic Challenge

The artistic challenge will be to:

- Incorporate diverse perspectives
- Understand nuances of the eastside youth strengths and struggles
- Represent the Boys and Girls Club's thinking and importance in the community.
- Create an artistic rendering of a sculpture
- Work with each other, an artistic director, and individuals from Eastside Boys and Girls Club youth leaders and advisors.

A first step in the creation of the sculpture will be a St. Paul public art tour led by Aloun Phoulavan, the two Ames Lake sculpture eastside youth artists and possibly Sarah Fehr, Executive Director of Eastside Arts Council representing different mediums, settings and perspectives of public art.

It is probable that each artist will work on his or her own ideas, but it is also possible that they will want to collaborate. They will create miniature clay prototypes from their ideas, and perhaps inspire new ideas in each other. The selection of the sculpted miniature that will become final will be have the challenge of choice by multiple participants in the process. The plan is that the artists will recommend a final choice, but consensus reviewing all will come from the artists together with the Boys and Girls Club leaders and advisors.

From miniature to full size and creating a plaster mold from the model will be the final step (other than the metal pouring, which is not by the artists themselves).

A challenge for the artists and for the sponsoring group is to fulfill on the goal of using the power of art to give voice to our interdependence with the land, water and each other. This sculpture project will provide an opportunity for community youth to have ownership in a process that will encourage hope and identity in connection to their environment, both natural and neighbors.

Ability

In addition to the personnel and organizational support of the East Side Boys and Girls Club, we have within our group advocates and advisors to provide successful outcomes for this project, both in terms of art and in outreach to the community. These include:

Aloun Phoulavan, local artist and ISD 622 teacher, Randee Edmundson, ISD 622 teacher and Citizen Advisory Council member at RWMWD, and personnel and organizational support from the Ramsey-Washington Metro Watershed District (RWMWD).

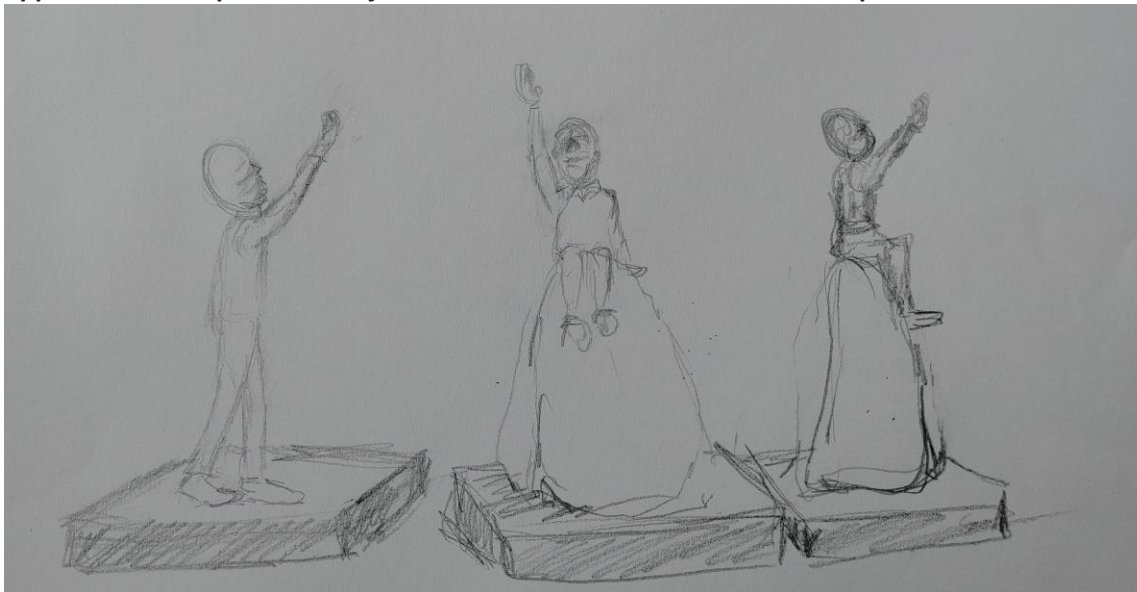


Insects by Shoua Thao, Ames Lake Wetland, 2020

Costs for the Eastside Boys & Girls Club Garden Sculpture	
Non-drying modeling clay	\$235.00
Wood Armature	\$25.00
DAP Plaster	\$25.00
Rubber Mold	\$115.00
Stipend for Aloun Phoulavan, Art Instructor	\$0.00
Cost for Bronze Casting/Steel Fabrication	\$3,600 (estimate from Ames sculpture costs)
Cost for stone base, inscription and installation for the sculpture (rough estimate from Oak Meadows landscaping who was the landscaper/installer for the New Phalen Village heron sculpture)	\$5,000
TOTAL	\$9000

In-Kind Costs for the Ames Lake Community Sculpture	
Eastside Boys and Girls Club	<ul style="list-style-type: none"> • Native Garden landscaping plants/maintenance • youth leadership and artists • Tour transport and chaperone arrangements for St. Paul public arts tour
RWMWD	Help in coordinating the neighborhood education and activities around Native gardens stewardship at the Boys and Girls Club.
Aloun Phoulevan	Instruction and consultation for student artists and with bronze casting or steel fabrication

Approximate Sculpture size: 2 feet wide x 28 inches tall x 10 inches deep.



Initial sketches by Aloun Phoulevan from Koreena Moua's vision of the sculpture concept.

Stewardship Grant Application Summary

Project Name: Nevins

Application Number: 21-15 CS

Board Meeting Date: 5/5/2021

Applicant Name: Katherine Nevins

Residential ☒

Commercial/Government ☐

Project Overview:

This project is located off Dellwood St N and Oakcrest Ave W in the City of Roseville. The home abuts a stormwater pond with steep slopes that experience severe erosion issues with every rainfall. The applicant is proposing to install native plantings along the pond bank to stabilize the soil and decrease erosion. They also hope to increase habitat for pollinators and other wildlife that inhabit the pond.

This project is eligible for 50% funding up to \$15,000.

BMP type(s):

Native Habitat Restoration(1)

Grant Request:

\$5,500.00

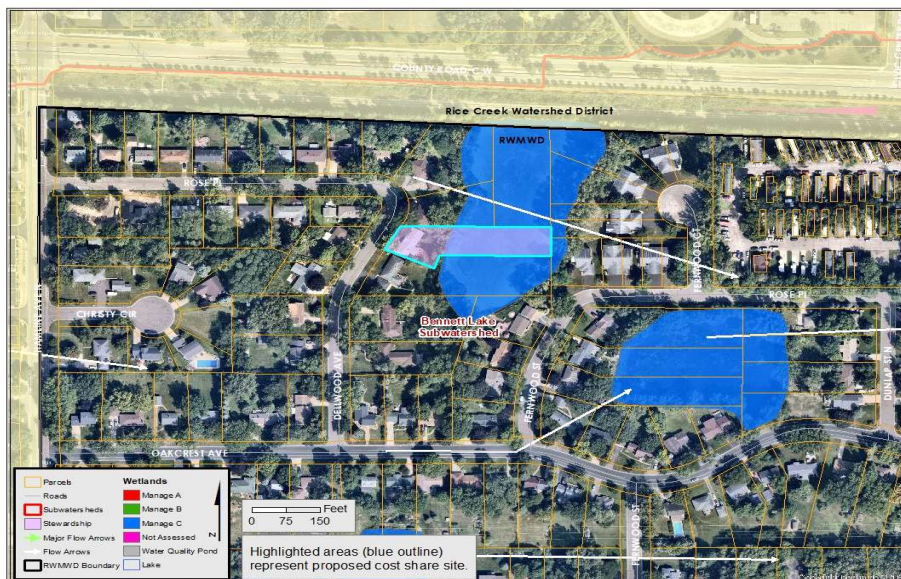
Recommendation:

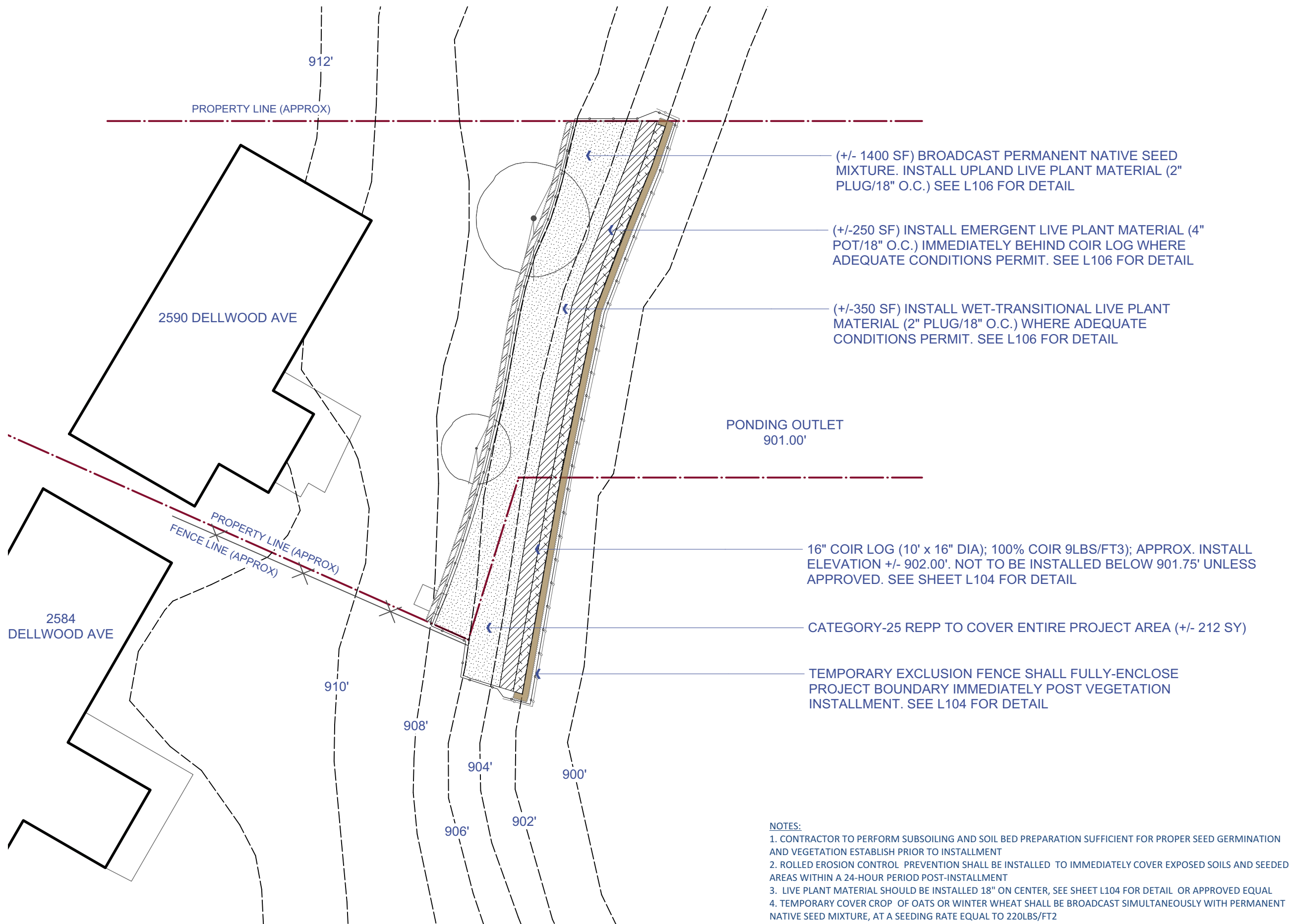
Staff recommends approval of this application.

Subwatershed:

Lake Owasso

Location Maps:





PROJECT: NEVINS RESIDENCE
LOCATION:
2590 DELLWOOD AVE
ROSEVILLE, MN 55113
WATERSHED DISTRICT:



DESIGNER: MPS
DATE: 03/05/2021
REVISION:
REVISION:
REVISION:
REVISION:
CHECKED BY:
TAA:

NOTES:
ALL SUBSTITUTIONS TO DESIGN,
CONSTRUCTION AND MATERIALS SHALL
RECEIVE APPROVAL BY RCSWCD STAFF
PRIOR TO INSTALL

ORIGINAL SHEET SIZE: 11" x 17"

SCALE: 1"=20'0"

SITE LAYOUT PLAN



Stewardship Grant Program Budget Status Update

May 5, 2021

Homeowner	Coverage	Number of Projects: 11	Funds Allocated
Habitat Restoration and rain garden w/o hard surface drainage	50% Cost Share \$15,000 Max	10	\$20,298.90*
Rain garden w/hard surface drainage, pervious pavement, green roof	75% Cost Share \$15,000 Max	1	\$2,800
Master Water Steward Project	100% Cost Share \$15,000 Max	0	\$0
Shoreland Restoration	100% Cost Share \$15,000 Max	0	\$0

Commercial, School, Government, Church, Associations, etc.	Coverage	Number of Projects: 4	Funds Allocated
Habitat Restoration	50% Cost Share \$15,000 Max	1	\$13,989
Shoreland Restoration (below 100-year flood elevation w/actively eroding banks)	100% Cost Share \$100,000 Max	1	\$180,000 (Proposed work on Twin Lake)
Priority Area Projects	100% Cost Share \$100,000 Max	0	\$0
Non-Priority Area Projects	75% Cost Share \$50,000 Max	0	\$0
Public Art/Project Research	50% Cost Share	2	\$19,000*
Aquatic Veg Harvest/LVMP Development	50% Cost Share \$15,000 Max	0	\$0

Maintenance	50% Cost Share \$5,000 Max for 5 Years	46	\$31,500
Consultant Fees			\$29,523
Total Allocated			\$36,550

2021 Stewardship Grant Program Budget		
	Budget	\$1,000,000
	Total Funds Allocated	\$303,660.90
	Total Available Funds	\$696,339.10

**This includes applications pending approval at the May 5, 2021 board meeting.*

From: [Lawrence Swope](#)
To: [Tina Carstens](#)
Cc: [*RWMWD_Managers](#)
Subject: Workshop Topics
Date: Tuesday, May 4, 2021 8:18:50 AM

Additional Item for Agenda 7A.
Given to the Managers ahead of the
meeting and discussed at the meeting.

Tina,

At the April RWMWD Board meeting we decided to discuss potential workshop topics at our upcoming May meeting. Following is a list of potential topic areas for our discussion at the May meeting.

Possible RWMWD Board Workshop Topics

Proposal: The Board workshops can be held before or after a regular Board meeting for ones targeted at ½ - 1 hour or separately from a regular Board meeting for ones targeted at 2 hours. Meetings and materials will be open to the public by announcement and will be recorded. RWMWD staff will develop the content for the workshops. Topics:

Wetlands

Define and clarify the RWMWD Board obligations, strategies and opportunities in our stewardship role as WCA administrator for the watershed.

- Scope of responsibilities for Managed A to Managed D wetland areas
- No net loss policy
- Creation and disappearance of wetlands
- Considerations for history of wetland
- Use of wetlands for temporary flood storage and remediation methods
- Overlapping government responsibilities
- Restoration strategies
- Creation strategies
- Definition of preserve, restore, protect, etc.

Modeling use in risk assessment for water control strategies

- Modeling outcomes in risk assessment analysis
- Policies and regulations impacting risk assessment of projects
- Modeling validation follow-up
- Board expectations for guidance on risk assessment

Review of Beltline Resiliency Study and Project Ranking Tool

- The study and tool have had several months of use and it would be worthwhile for the Board to reassess these important tools
- Beltline validation experiences
- Experience with other government entities
- Ranking tool: are the categories and weightings valid?
- What is next?
- The use of these tools appears in every meeting, but the Board hasn't discussed them as a whole for several meetings.

Water purification strategies and options

- Overview current options and experiences to better understand framework options for addressing water quality issues
 - o Filters
 - o Rain gardens, tree trenches, etc.
 - o Alum treatments
 - o Chloride, PFOA, etc. programs
 - o Carp management
 - o Vegetation management

Funding Sources for major projects

- What is available and where we could be looking for funding
- What does it take to get resources
- BWSR funding
- NGOs
- State funds

Governance Responsibilities for the District and the Board

- Update on current rules and regulations applicable to watershed boards
- Fiduciary and financial responsibilities
- Community interactions
- Comparison to other government organizations

Larry

* * * * *

Action Items

* * * * *

Request for Board Action

Board Meeting Date: April 7, 2021

Agenda Item No: 8A

Preparer: Tina Carstens, Administrator
Paige Ahlborg, Watershed Project Manager

Item Description: Twin Lake Shoreline Restoration Project Bid Award

Background:

This project involves the shoreline buffer restoration of 15 residential properties along the Twin Lake shoreline with high water levels. Combined, the total restoration area is approximately 0.65 acres, with individual sites ranging from 1,000 square feet to 6,800 square feet, with an average project size of 1,800 square feet. Board Manager Eisele is one of the property owners who is planning to participate in this project.

Last month the board reviewed the project documents and directed staff to go out for bid. The estimate of probable cost for this project was \$145,000. Bids were received on April 28, 2021. Four bids were received as shown in the table below. We have worked with all four contractors in various capacities recently. District staff feels comfortable with a recommendation to award the contract to the low bidder based on a thorough review of the bid documents which included narratives of project understanding, general approaches and process overview.

Contractor Name	5% Bid Bond	Bid Signed	Successful Bidder Affidavit	Base Bid Amount	Order
Landbridge Ecological, Inc	Yes	Yes	Yes	\$99,351.36	1
RES Great Lakes, LLC	Yes	Yes	Yes	\$109,952.17	2
Sandstrom Land Management	Yes	Yes	Yes	\$146,401.50	3
Minnesota Native Landscapes	Yes	Yes	Yes	\$150,411.00	4

Applicable District Goal and Action Item:

Goal: Achieve healthy ecosystems- The District will manage water and related natural resources to create and preserve healthy ecosystems.

Action Items: Lead ecological restoration projects to improve water resources and associated upland habitat.

Staff Recommendation:

Staff recommends the board award the project to Landbridge Ecological, Inc.

Financial Implications:

The Twin Lake Shoreline Restoration Project budget is included in the 2021 Stewardship Grant Program budget.

Board Action Requested:

Accept the bids and award the Twin Lake Shoreline Restoration Project to Landbridge Ecological, Inc. Direct staff to prepare and mail the notice of award, prepare the agreements, and review the required submittals.

Request for Board Action

Board Meeting Date: May 5, 2021

Agenda Item No: 8B

Preparer: Tina Carstens, Administrator

Item Description: Review and Accept the 2020 District Annual Financial Audit

Background:

The District is required by law to complete and file an annual audit of the District's financial records. A final audit report is enclosed for your review. The auditor has also prepared an audit management letter that serves as an easier way to understand a summary of the audit. The audit will be sent to the State Auditor as well as the Board of Water and Soil Resources as required. The audit will also be available on the district website.

The audit gives the District a clean opinion. There were no changes to our financial management recommended.

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: Maintain financial solvency and accountability.

Staff Recommendation:

Accept the 2020 Annual Audit Report.

Financial Implications:

None.

Board Action Requested:

Accept the 2020 Annual Audit Report.



April 27, 2021

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

Dear Tina:

Enclosed is an electronic copy of the Annual Financial Report and the Audit Management Letter for the Ramsey-Washington Metro Watershed District for the year ended December 31, 2020. The State of Minnesota Legal Compliance Report and the Internal Control Letter are included in the Annual Financial Report.

Additional copies have been sent to the State Auditor's Office and to the Board of Water and Soil Resources (via email) to fulfill the reporting requirements of the District. Electronic versions of each report have also been sent to you via email.

Electronic versions of each workpaper we prepared or assisted preparing, as listed below, were emailed to you on April 19, 2021:

- Government-wide workpaper and GASB 34 entries
- Grouping reports, closing journal entries and reclassifying journal entries
- Accrued interest calculation
- Investment disclosures
- Capital assets
- Net position lead classifications
- GASB 68 (pension) workpapers

Thank you for the opportunity to be of service. If you or the Board would like to discuss any topics in the Management Letter or the Annual Financial Report, we are available at your convenience.

Sincerely,

REDPATH AND COMPANY, LTD.

A handwritten signature in black ink that reads "Andy Hering".

Andy Hering, CPA

AH/bab

**RAMSEY WASHINGTON METRO
WATERSHED DISTRICT**

AUDIT MANAGEMENT LETTER

DECEMBER 31, 2020

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To the Board of Managers
Ramsey-Washington Metro Watershed District
Little Canada, Minnesota

We have completed our audit of the Ramsey-Washington Metro Watershed District (the District) for the year ended December 31, 2020. In conjunction with that audit, we present this management letter on matters relating to the financial operations of the District. We offer this report as an additional analytical perspective for the Board of Managers in monitoring the financial position and operations of the accounts and funds of the District. This report also contains required communications to those charged with governance.

Several reports are issued in conjunction with the audit. A summary is as follows:

- Opinion on Financial Statements – unmodified (clean) opinion
- Report on Internal Control – no internal control findings
- Minnesota Legal Compliance Report – no compliance findings

Thank you for the opportunity to serve the District. We are available to discuss this report with you.

Redpath and Company, Ltd.

REDPATH AND COMPANY, LTD.

St. Paul, Minnesota

April 26, 2021

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RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

Cash and Investments

Cash and investment balances at December 31, 2020 and 2019 were as follows:

Fund	December 31,		Increase (Decrease)
	2020	2019	
General	\$5,431,914	\$5,838,073	(\$406,159)
Debt Service Funds:			
General Obligation Bonds	669,342	976,693	(307,351)
Certificates of Participation	200,950	123,186	77,764
Capital Project Funds:			
Capital Projects CIB	7,160,560	7,631,880	(471,320)
Total	<u>\$13,462,766</u>	<u>\$14,569,832</u>	<u>(\$1,107,066)</u>

Investment income totaled \$56,177 for the year ended December 31, 2020 as compared to \$268,427 for the year ended December 31, 2019. The decrease is consistent with other watershed districts and is due to lower interest rates.

Taxes Receivable

Taxes receivable at December 31, 2020 and 2019 consisted of the following:

	December 31,		Increase (Decrease)
	2020	2019	
Delinquent	\$76,288	\$120,160	(\$43,872)
Due from County	120,366	84,880	35,486
Total	<u>\$196,654</u>	<u>\$205,040</u>	<u>(\$8,386)</u>

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

Delinquent taxes receivable represent the balance of property taxes levied for collection in 2011 through 2020, but which remained unpaid by the property owner as of December 31, 2020. This uncollected portion of property taxes is also classified as unavailable revenue and is not part of fund balance at year-end. Accounting standards related to revenue recognition for governments require revenue to be both measurable and available. Delinquent property taxes are not considered to be available.

Due from County taxes receivable consist of amounts collected by the County during November and December of 2020, but not remitted to the District until January 2021. Such amounts are included in fund balance at year-end.

The District's overall property tax collection rate was 99.4% for the year ended December 31, 2020. The following table details the District's 2020 levy and collections:

	Ramsey & Washington Counties
Total levy (pay 2020)	<u>\$6,803,996</u>
<u>2020 collections:</u>	
July 2020 collections	\$3,457,668
December 2020 collections	3,184,506
January 2021 collections	<u>120,252</u>
Total collections - 2020	<u>\$6,762,426</u>
Collection percentage - current and delinquent	<u>99.4%</u>

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

Fund Balance

Fund balance represents the net current assets of each fund (i.e., cash plus receivables minus liabilities).

The District's funds are all governmental type funds. Governmental type funds are accounted for using the current financial resources measurement focus. With this measurement focus, only current assets and current liabilities generally are included on the balance sheet.

At December 31, 2020 and 2019, fund balance of the District was as follows:

Fund	December 31,		Increase (Decrease)
	2020	2019	
General	\$4,364,964	\$4,633,167	(\$268,203)
Debt Service Funds:			
General Obligation Bonds	949,395	1,252,348	(302,953)
Certificates of Participation	204,398	130,460	73,938
Capital Project Funds:			
Capital Projects CIB	6,617,981	7,029,812	(411,831)
Total	<u>\$12,136,738</u>	<u>\$13,045,787</u>	<u>(\$909,049)</u>

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

General Fund

The fund balance of the General Fund decreased by \$268,203 during the year. Statement 6 of the Annual Financial Report details the General Fund budget versus actual operating results. A summary is presented below:

Budgeted change in fund balance		(\$1,400,000)
Actual revenue over (under) budgeted revenue:		
Property taxes	(\$12,932)	
Intergovernmental	(39,521)	
Investment income	2,851	
Permit escrow fees	9,555	
Stormwater impact payment	200,555	
Refunds, reimbursements and other	64,778	
		<u>225,286</u>
Actual expenditures (over) under budget:		
Engineering	52,766	
Salaries/payroll taxes/benefits	(39,655)	
Watershed programs	444,614	
All other (net)	448,786	
		<u>906,511</u>
Net change in fund balance		<u><u>(\$268,203)</u></u>

For watershed programs, positive expenditure budget variances included project feasibility studies (\$223,739) and lake studies/WRAPS/TMDL (\$94,975). Other positive expenditure budget variances included office equipment and maintenance (\$312,189) and project operations (\$91,065).

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

Intergovernmental Revenue

Intergovernmental grants and aids, and cost sharing agreement revenue (in all funds) in 2020 include the following:

Watershed Based Implementation Funding	\$147,098
Met Council WOMP grants	11,250
MN DNR Aquatic Invasive Species Harvesting	4,200
Other	29
Total intergovernmental revenue	\$162,577

Stormwater Impact Payments

Stormwater impact payment revenue totaled \$200,555 for the year ended December 31, 2020 as compared to \$344,782 for the year ended December 31, 2019. The majority of the change is due to a \$100,000 alternative compliance payment received from Hy-Vee related to a 2020 project, and a \$231,300 alternative compliance payment received from the City of Woodbury related to its Upper Afton Road project in 2019.

Pension Liability

GASB Statement No. 68 requires the District to report its proportionate share of PERA's net pension liability. During 2020, the District's share of PERA's net pension liability increased by \$125,686 to \$833,369. The District paid its required contribution of \$81,725 to the Plan, which was equal to 7.5% of eligible wages. The District is not obligated to "pay off" the net pension liability.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

103.B Levy Authority

The District levies taxes under the authority of Minnesota Statute 103B.241. As such, the District's General Fund is not limited by the \$250,000 tax levy authorized in Minnesota Statute 103D. The District no longer employs Special Revenue Funds to account for maintenance and projects and instead levies for all non-CIB Fund projects out of the General Fund. Minnesota Statute 103B.241 Subd.1 reads in part as follows:

103B.241 LEVIES

*Subdivision 1. **Watershed plans and projects.** Notwithstanding chapter 103D, a local government unit or watershed management organization may levy a tax to pay the increased costs of preparing a plan under sections 103B.231 and 103B.235 or for projects identified in an approved and adopted plan necessary to implement the purposes of section 103B.201. The proceeds of any tax levied under this section shall be deposited in a separate fund and expended only for the purposes authorized by this section. Watershed management organizations and local government units may accumulate the proceeds of levies as an alternative to issuing bonds to finance improvements.*

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

The fund balance of the General Fund for the past ten years has been as follows:

Year Ended December 31	Amount	Increase (Decrease)
2011	\$2,493,960	\$2,493,960
2012 *	1,363,334	(1,130,626)
2013	1,725,348	362,014
2014	2,211,684	486,336
2015	2,901,187	689,503
2016	3,420,562	519,375
2017	4,329,905	909,343
2018	4,464,553	134,648
2019	4,633,167	168,614
2020	4,364,964	(268,203)

* Restated for prior period adjustment

The District sets the General Fund tax levy and budgets expenditures at a level consistent with the District's reserve balance policy. In 2020, the District's final budget reflected a decrease of \$1,400,000 in General Fund reserves. Actual reserves decreased by \$268,203 as detailed previously.

The District budget includes a higher level of program activity in the General Fund, and as such requires a levy. Schedules and completion of projects is variable and often results in carryover fund balances and unspent levy amounts. These program funds are generally spent in the following budget year if not spent in the current budget year. Excess budget balances are considered in the following year levy/budget process to reduce ensuing year tax levies by spending down available fund balances. Past management reports have discussed the purposes and benefits of maintaining adequate cash flow reserve balances. A summary of these purposes and benefits is as follows:

1. Cash flow reserve. The District receives revenue from property taxes primarily in December and July. The District, however, incurs expenditures throughout the year. Timing differences in the receipt of property taxes should be compensated for with adequate operating reserves. The District targets 50% of the ensuing year's expenditure budget as the end of year minimum unassigned fund balance. The unassigned balance at December 31, 2020 was \$4,232,892 or 109% of the ensuing year's expenditure budget.
2. Emergency and/or unanticipated expenditures. Operating budgets are estimates only. The District requires a surplus to finance unforeseen events. One method of measuring the amount of this type of surplus is to use a percent of the District's annual operating budget (i.e., 10% to 15% or more, depending upon the budget philosophy of the District).
3. Preliminary project funding. Feasibility studies of potential projects require financing. The District does receive such preliminary funding for certain projects. Other minor projects may be more efficiently funded through available reserves.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

CIB Authority

This fund was established to account for the Capital Improvement Budget (CIB) process of the District. A summary of financial activity of this fund from inception is presented in Exhibit 2 of the Annual Financial Report.

Under the authorities provided by State Statute 103B.241, the District is authorized to levy ad valorem taxes for the purposes of financing the CIB projects. The District has levied the following amounts for CIB projects over the past ten years:

Collectible Year	CIB Levy Certified
2011	\$859,379
2012	1,584,379
2013	2,268,479
2014	2,945,481
2015	3,513,200
2016	3,839,885
2017	3,205,383
2018	3,859,885
2019	3,754,885
2020	4,211,885

These levies have financed the CIB projects of the District as well as debt service payments on the Certificates of Participation (paid off February 1, 2020). A summary of the District's ad valorem tax levies is presented in Exhibit 1 of the Annual Financial Report. Additionally, a breakdown of the District's CIB Fund levy by project is presented in Exhibit 2 of the Annual Financial Report.

Long-Term Debt

As of December 31, 2020, the District has the following outstanding long-term debt:

- General Obligation Minnesota Public Facilities Authority (MPFA) Loan of 2012
 - December 31, 2020 balance is \$604,000, matures in 2027
- General Obligation Drainage Bonds of 2016A
 - December 31, 2020 balance is \$3,190,000, matures in 2032

The schedules of indebtedness and deferred tax levies associated with the District's long-term debt are presented in Exhibits 3 and 4 of the Annual Financial Report.

The District has a General Obligation Bonds debt service fund to account for activity associated with the G.O. MPFA Loan and the G.O. Drainage Bonds. Fund balance decreased from \$1,252,348 at December 31, 2019 to \$949,395 at December 31, 2020. As described in Note 7 of the Annual Financial Report, during 2019 the District transferred \$863,674 of excess project funds into the General Obligation Bonds fund. During 2020, \$304,813 of the transferred funds were used to pay the 2016A debt service requirements in lieu of levying property taxes.

The District also has a Certificates of Participation debt service fund which was used to account for activity associated with the 2012B Certificates of Participation. As of February 1, 2020, the debt was paid in full and the amount held in escrow was returned to the District. At December 31, 2020, the fund contained a fund balance of \$204,398, all of which is now unrestricted. We recommend the Certificates of Participation fund be closed during 2021 by transferring the fund balance to another fund.

COMMUNICATION WITH THOSE CHARGED WITH GOVERNANCE

We have audited the financial statements of the governmental activities and each major fund of the Ramsey-Washington Metro Watershed District (the District) for the year ended December 31, 2020. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated January 22, 2021. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Matters

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the District are described in Note 1 to the financial statements. No new accounting policies were adopted and the application of existing policies was not changed during 2020. We noted no transactions entered into by the District during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the financial statements are estimates used to calculate the net pension liability, the pension related deferred outflows and inflows of resources and pension expense. These estimates are based on actuarial studies. We evaluated the key

factors and assumptions used to develop these estimates in determining that they are reasonable in relation to the financial statements taken as a whole.

Certain financial statement disclosures are particularly sensitive because of their significance to financial statement users. Determining sensitivity is subjective, however, we believe the disclosures most likely to be considered sensitive are Note 5 – Defined Benefit Pension Plans and Note 7 – Long-Term Debt.

The financial statement disclosures are neutral, consistent and clear.

Difficulties Encountered in Performing the Audit

We encountered no difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. There were no uncorrected misstatements that have an effect on our opinion on the financial statements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

Management Representations

We have requested certain representations from management that are included in the management representation letter dated April 26, 2021.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a “second opinion” on certain situations. If a consultation involves application of an accounting principle to the District’s financial statements or a determination of the type of auditor’s opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the District’s auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the budgetary comparison schedule and pension information which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

Audit Management Letter

We were engaged to report on the individual fund financial statements, which accompany the financial statements but are not RSI. With respect to this supplementary information, we made certain inquiries of management and evaluated the form, content, and methods of preparing the information to determine that the information complies with accounting principles generally accepted in the United States of America, the method of preparing it has not changed from the prior period, and the information is appropriate and complete in relation to our audit of the financial statements. We compared and reconciled the supplementary information to the underlying accounting records used to prepare the financial statements or to the financial statements themselves.

We were not engaged to report on the introductory and other information sections, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Other Reports

Various reports on compliance and internal controls are contained in the Other Required Reports section of the audited financial statements document.

Restriction on Use

This information is intended solely for the information and use of management and Ramsey-Washington Metro Watershed District's Board of Managers, and is not intended to be, and should not be, used by anyone other than these specified parties.

**RAMSEY-WASHINGTON METRO
WATERSHED DISTRICT**

ANNUAL FINANCIAL REPORT

DECEMBER 31, 2020

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RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
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INTRODUCTORY SECTION

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RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

ORGANIZATION

December 31, 2020

	<u>Term Expires</u>
Managers:	
Marj Ebensteiner - President	February 23, 2021
Clifton Aichinger - Vice President	February 23, 2022
Dianne Ward - Secretary	February 23, 2021
Larry Swope - Treasurer	February 23, 2023
Pamela Skinner - Manager	February 23, 2023
Administrator:	
Tina Carstens	Appointed

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FINANCIAL SECTION

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INDEPENDENT AUDITOR'S REPORT

To the Board of Managers
Ramsey-Washington Metro Watershed District
Little Canada, Minnesota

Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities and each major fund of Ramsey-Washington Metro Watershed District, as of and for the year ended December 31, 2020, and the related notes to the financial statements, which collectively comprise Ramsey-Washington Metro Watershed District's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of Ramsey-Washington Metro Watershed District, as of December 31, 2020, and the respective changes in financial position for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Report on Summarized Comparative Information

We have previously audited Ramsey-Washington Metro Watershed's 2019 financial statements, and we expressed an unmodified audit opinion on the respective financial statements of the governmental activities and each major fund in our report dated April 7, 2020. In our opinion, the summarized comparative information presented herein as of and for the year ended December 31, 2019 is consistent, in all material respects, with the audited financial statements from which it has been derived.

Other Matters

Required Supplementary Information

Management has omitted the management's discussion and analysis that accounting principles generally accepted in the United States of America require to be presented to supplement the basic financial statements. Such missing information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. Our opinion on the basic financial statements is not affected by this missing information.

Accounting principles generally accepted in the United States of America require that the budgetary comparison schedule, schedule of proportionate share of net pension liability, and schedule of pension contributions, as listed in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information

because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise Ramsey-Washington Metro Watershed District's basic financial statements. The introductory section, supplementary financial information, and other information sections are presented for purposes of additional analysis and are not a required part of the basic financial statements.

The supplementary financial information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the supplementary financial information is fairly stated, in all material respects, in relation to the basic financial statements as a whole.

The introductory and other information sections have not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on them.

Redpath and Company, Ltd.

REDPATH AND COMPANY, LTD.
St. Paul, Minnesota

April 26, 2021

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BASIC FINANCIAL STATEMENTS

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT**STATEMENT OF NET POSITION****Statement 1**

December 31, 2020

With Comparative Totals For December 31, 2019

	Primary Government	
	Governmental Activities	
	2020	2019
Assets:		
Cash and investments	\$13,462,766	\$14,446,646
Cash and investments with escrow	-	123,186
Due from other governmental units	372,678	219,856
Property taxes receivable:		
Delinquent	76,288	120,160
Due from county	120,366	84,880
Prepaid items	410,922	426,264
Capital assets - net of accumulated depreciation:		
Depreciable	11,601,268	11,768,454
Nondepreciable	661,754	421,581
Total assets	<u>26,706,042</u>	<u>27,611,027</u>
Deferred outflows of resources related to pensions	<u>126,261</u>	<u>72,003</u>
Liabilities:		
Accounts payable	312,757	47,475
Salaries payable	31,775	21,209
Due to other governmental units	394,708	689,290
Escrow deposits payable	1,188,520	1,375,739
Retainage payable	49,554	10,677
Unearned revenue	-	43,295
Accrued interest payable	31,824	35,106
Compensated absences payable:		
Due within one year	95,929	96,798
Due in more than one year	23,407	2,765
Unamortized bond premium	58,305	63,566
Bonds payable:		
Due within one year	322,000	436,000
Due in more than one year	3,472,000	3,794,000
Net pension liability:		
Due in more than one year	833,369	707,683
Total liabilities	<u>6,814,148</u>	<u>7,323,603</u>
Deferred inflows of resources related to pensions	<u>34,410</u>	<u>126,936</u>
Net position:		
Net investment in capital assets	11,659,022	11,385,035
Restricted for debt service	-	129,685
Unrestricted	8,324,723	8,717,771
Total net position	<u>\$19,983,745</u>	<u>\$20,232,491</u>

The accompanying notes are an integral part of these financial statements.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
STATEMENT OF ACTIVITIES
Statement 2

For The Year Ended December 31, 2020

With Comparative Totals For The Year Ended December 31, 2019

Functions/Programs	Program Revenues				Net (Expense) Revenue and Changes in Net Position	
	Expenses	Charges For Services	Operating Grants and Contributions	Capital Grants and Contributions	Primary Government	
					Totals	Totals
					2020	2019
Primary government:						
Governmental activities:						
General government	\$2,386,575	\$191,430	\$ -	\$ -	(\$2,195,145)	(\$1,973,589)
Programs	250,001	-	164,809	-	(85,192)	(629,502)
Projects	5,180,057	-	496,227	-	(4,683,830)	(4,473,149)
Interest on long-term debt	74,169	-	-	-	(74,169)	(82,985)
Total governmental activities	<u>\$7,890,802</u>	<u>\$191,430</u>	<u>\$661,036</u>	<u>\$0</u>	<u>(7,038,336)</u>	<u>(7,159,225)</u>
General revenues:						
Property taxes					6,724,923	6,713,231
Unrestricted investment earnings					56,177	268,427
Miscellaneous other					8,490	13,742
Total general revenues					<u>6,789,590</u>	<u>6,995,400</u>
Change in net position					(248,746)	(163,825)
Net position - January 1					<u>20,232,491</u>	<u>20,396,316</u>
Net position - December 31					<u>\$19,983,745</u>	<u>\$20,232,491</u>

The accompanying notes are an integral part of these financial statements.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
BALANCE SHEET
Statement 3
GOVERNMENTAL FUNDS

December 31, 2020

With Comparative Totals For December 31, 2019

	General Fund	General Obligation Bonds	Certificates of Participation	Capital Projects CIB	Total Governmental Funds	
					2020	2019
Assets:						
Cash and investments	\$5,431,914	\$669,342	\$200,950	\$7,160,560	\$13,462,766	\$14,446,646
Cash and investments with escrow	-	-	-	-	-	123,186
Due from other governmental units	41,530	-	-	331,148	372,678	219,856
Due from other funds	-	-	-	-	-	115,530
Property taxes receivable:						
Delinquent	30,051	4,448	2,183	39,606	76,288	120,160
Due from county	44,217	1,638	3,448	71,063	120,366	84,880
Prepaid items	132,072	278,850	-	-	410,922	426,264
Total assets	<u>\$5,679,784</u>	<u>\$954,278</u>	<u>\$206,581</u>	<u>\$7,602,377</u>	<u>\$14,443,020</u>	<u>\$15,536,522</u>
Liabilities:						
Accounts payable	\$21,937	\$435	\$ -	\$290,385	\$312,757	\$47,475
Salaries payable	31,775	-	-	-	31,775	21,209
Due to other governmental units	8,857	-	-	385,851	394,708	689,290
Due to other funds	-	-	-	-	-	115,530
Escrow deposits payable	1,188,520	-	-	-	1,188,520	1,375,739
Retainage payable	-	-	-	49,554	49,554	10,677
Unearned revenue	-	-	-	-	-	43,295
Total liabilities	<u>1,251,089</u>	<u>435</u>	<u>0</u>	<u>725,790</u>	<u>1,977,314</u>	<u>2,303,215</u>
Deferred inflows of resources:						
Unavailable revenue	<u>63,731</u>	<u>4,448</u>	<u>2,183</u>	<u>258,606</u>	<u>328,968</u>	<u>187,520</u>
Fund balance:						
Nonspendable	132,072	278,850	-	-	410,922	426,264
Restricted	-	670,545	-	-	670,545	991,369
Assigned	-	-	-	6,617,981	6,617,981	7,029,812
Unassigned	4,232,892	-	204,398	-	4,437,290	4,598,342
Total fund balance	<u>4,364,964</u>	<u>949,395</u>	<u>204,398</u>	<u>6,617,981</u>	<u>12,136,738</u>	<u>13,045,787</u>
Total liabilities, deferred inflows of resources, and fund balance	<u>\$5,679,784</u>	<u>\$954,278</u>	<u>\$206,581</u>	<u>\$7,602,377</u>	<u>\$14,443,020</u>	<u>\$15,536,522</u>
Fund balance reported above					\$12,136,738	\$13,045,787
Amounts reported in the statement of net position are different because:						
Capital assets are not financial resources and, therefore, are not reported in the funds.					12,263,022	12,190,035
Other long-term assets are not available to pay for current period expenditures and, therefore, are reported as unavailable revenue in the funds.					328,968	187,520
Deferred outflows of resources related to pensions are not current financial resources and, therefore, are not reported in the funds.					126,261	72,003
Long-term liabilities are not due and payable in the current period and, therefore, are not reported in the funds. Long-term liabilities at year end consist of:						
Bonds payable					(3,794,000)	(4,230,000)
Unamortized bond premium					(58,305)	(63,566)
Accrued interest payable					(31,824)	(35,106)
Compensated absences payable					(119,336)	(99,563)
Net pension liability					(833,369)	(707,683)
Deferred inflows of resources related to pensions are associated with long-term liabilities that are not due and payable in the current period and, therefore, are not reported in the funds.					<u>(34,410)</u>	<u>(126,936)</u>
Net position (Statement 1)					<u>\$19,983,745</u>	<u>\$20,232,491</u>

The accompanying notes are an integral part of these financial statements.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT**STATEMENT OF REVENUES, EXPENDITURES AND
CHANGES IN FUND BALANCE****Statement 4****GOVERNMENTAL FUNDS**

For The Year Ended December 31, 2020

With Comparative Totals For The Year Ended December 31, 2019

	General Fund	General Obligation Bonds	Certificates of Participation	Capital Projects CIB	Total Governmental Funds	
					2020	2019
Revenues:						
General property taxes	\$2,486,568	\$92,132	\$193,877	\$3,996,218	\$6,768,795	\$6,677,303
Intergovernmental - grants	15,479	-	-	147,098	162,577	61,651
Stormwater impact payment	200,555	-	-	-	200,555	344,782
Investment income	22,851	3,269	419	29,638	56,177	268,427
Permit escrow fees	24,555	-	-	-	24,555	15,180
Refunds and reimbursements	58,788	-	-	218,439	277,227	308,457
Other	5,990	-	-	-	5,990	13,742
Total revenues	2,814,786	95,401	194,296	4,391,393	7,495,876	7,689,542
Expenditures:						
Current:						
General government	2,305,700	-	-	-	2,305,700	2,195,910
Programs	748,386	-	-	-	748,386	716,715
Capital outlay	28,903	-	-	-	28,903	67,269
Construction/projects	-	-	-	4,803,224	4,803,224	4,375,610
Debt service:						
Principal	-	316,000	120,000	-	436,000	499,000
Interest and fiscal agent fees	-	82,354	358	-	82,712	91,797
Total expenditures	3,082,989	398,354	120,358	4,803,224	8,404,925	7,946,301
Revenues over (under) expenditures	(268,203)	(302,953)	73,938	(411,831)	(909,049)	(256,759)
Other financing sources (uses):						
Transfers in	-	-	-	-	-	863,674
Transfers out	-	-	-	-	-	(863,674)
Total other financing sources (uses)	0	0	0	0	0	0
Net change in fund balance	(268,203)	(302,953)	73,938	(411,831)	(909,049)	(256,759)
Fund balance - January 1	4,633,167	1,252,348	130,460	7,029,812	13,045,787	13,302,546
Fund balance - December 31	\$4,364,964	\$949,395	\$204,398	\$6,617,981	\$12,136,738	\$13,045,787

The accompanying notes are an integral part of these financial statements.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
RECONCILIATION OF THE STATEMENT OF REVENUES,
EXPENDITURES AND CHANGES IN FUND BALANCE OF
GOVERNMENTAL FUNDS

Statement 5

For The Year Ended December 31, 2020

With Comparative Totals For The Year Ended December 31, 2019

	2020	2019
Amounts reported in the statement of activities (Statement 2) are different because:		
Net changes in fund balances - total governmental funds (Statement 4)	(\$909,049)	(\$256,759)
Governmental funds report capital outlays as expenditures. However, in the statement of activities the cost of those assets is allocated over their estimated useful lives and reported as depreciation expense:		
Depreciation expense	(461,291)	(458,857)
Capital outlay and construction costs capitalized	531,778	67,269
The net effect of various miscellaneous transactions involving capital assets (i.e. sales, trade-ins, and donations) is to increase net position.	2,500	-
Revenues in the statement of activities that do not provide current financial resources are not reported as revenues in the funds:		
Change in unavailable revenue - delinquent property taxes	(43,872)	35,928
Change in unavailable revenue - stormwater impact payment	(33,680)	(33,680)
Change in unavailable revenue - 2020 pond dredging project reimbursement	219,000	-
The issuance of long-term debt (e.g., bonds, leases) provides current financial resources to governmental funds, while the repayment of the principal of long-term debt consumes the current financial resources of governmental funds. Neither transaction, however, has any effect on net position.		
Repayment of principal of long-term debt	436,000	499,000
Governmental funds report the effects of bond premiums and discounts when the debt is first issued, whereas these amounts are deferred and amortized over the life of the debt in the statement of activities.		
Amortization of bond premium	5,261	5,261
Some expenses reported in the statement of activities do not require the use of current financial resources and, therefore, are not reported as expenditures in governmental funds. Changes in these expense accruals are as follows:		
Change in accrued interest payable	3,282	3,551
Change in compensated absences payable	(19,773)	(10,895)
Governmental funds report pension contributions as expenditures, however, pension expense is reported in the statement of activities. This is the amount by which pension expense differed from pension contributions in the current period:		
Pension contributions	81,725	
Pension expense	(60,627)	
	21,098	(14,643)
Change in net position (Statement 2)	(\$248,746)	(\$163,825)

The accompanying notes are an integral part of these financial statements.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

Note 1 SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The accounting policies of the Ramsey-Washington Metro Watershed District (the District) conform to accounting principles generally accepted in the United States of America applicable to governmental units. The following is a summary of significant accounting policies.

A. FINANCIAL REPORTING ENTITY

The Ramsey-Washington Metro Watershed District was created in 1975 by the Minnesota Water Resources Board as provided in Minnesota Statutes Chapter 112. The District is operated by a five member Board of Managers appointed by the Ramsey and Washington County Boards of Commissioners for three year terms. In accordance with Governmental Accounting Standards Board (GASB) pronouncements and generally accepted accounting principles, the financial statements of the reporting entity should include the primary government and its component units. The District (primary government) does not have any component units.

B. GOVERNMENT-WIDE AND FUND FINANCIAL STATEMENTS

The government-wide financial statements (i.e., the statement of net position and the statement of activities) report information on all of the non-fiduciary activities of the primary government. *Governmental activities*, which normally are supported by taxes and intergovernmental revenues, are reported separately from *business-type activities*. There are no *business-type activities*, which rely to a significant extent on fees and charges for support.

The statement of activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. *Direct expenses* are those that are clearly identifiable with a specific function. *Program revenues* include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function and 2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes and other items not included among program revenues are reported instead as *general revenues*.

Separate financial statements are provided for governmental funds. Major individual governmental funds are reported as separate columns in the fund financial statements. The District reports the following major funds:

General Fund is the general operating fund of the District. It is used to account for financial resources to be used for general administrative expenses and for the construction and maintenance of projects of common benefit to the District.

General Obligation Bonds Debt Service is established to account for accumulation of resources for, and the payment of, long-term debt principal, interest and related costs.

Certificates of Participation Debt Service is established to account for accumulation of resources for, and the payment of long-term debt principal, interest and costs related to the 2005 Certificates of Participation.

Capital Project CIB Fund is established to account for the capital improvement program as a part of the Watershed Management Plan. The fund is financed by an ad valorem tax levy. This fund was established pursuant to Minnesota Statutes, Chapter 473.

C. MEASUREMENT FOCUS, BASIS OF ACCOUNTING AND FINANCIAL STATEMENT PRESENTATION

The government-wide financial statements are reported using the *economic resources measurement focus* and the *accrual basis of accounting*. Revenues are recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenues in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met.

Governmental fund financial statements are reported using the *current financial resources measurement focus* and the *modified accrual basis of accounting*. Revenues are recognized as soon as they are both measurable and available. Revenues are considered to be *available* when they are collectible within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the District considers all revenues, except reimbursement grants, to be available if they are collected within 60 days of the end of the current fiscal period. Reimbursement grants are considered available if they are collected within one year of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, debt service expenditures are recorded only when payment is due.

Property taxes, intergovernmental revenues and interest associated with the current fiscal period are all considered to be susceptible to accrual and so have been recognized as revenues of the current fiscal period. All other revenue items are considered to be measurable and available only when cash is received.

As a general rule the effect of inter-fund activity has been eliminated from the government-wide financial statements. Exceptions to this general rule are transactions that would be treated as revenues, expenditures or expenses if they involved external organizations, such as buying goods and services or payments in lieu of taxes, are similarly treated when they involve other funds of the District. Elimination of these charges would distort the direct costs and program revenues reported for the various functions concerned.

D. BUDGETS

The Board of Managers prepares annual revenue and expenditure budgets for the District's General Fund. The District monitors budget performance on the fund basis. All amounts over budget have been approved by the Board through the disbursement approval process. The modified accrual basis of accounting is used by the District for budgeting data. All appropriations end with the fiscal year for which they were made. Encumbrance accounting, under which purchase orders, contracts and other commitments of monies are recorded in order to reserve that portion of the applicable appropriation, is not employed by the District.

E. CASH AND INVESTMENTS

Cash and investment balances from all funds are pooled and invested to the extent available in authorized investments. Investment income is allocated to individual funds on the basis of the fund's equity in the cash and investment pool.

Investments are stated at fair value, except investments in external investment pools that meet GASB 79 requirements which are stated at amortized cost. Investment income is accrued at the balance sheet date.

Cash and investments with escrow represent money market accounts held by an escrow agent as the reserve account for the Certificates of Participation 2012B (matured February 1, 2020).

F. PROPERTY TAX REVENUE RECOGNITION

The Board of Managers annually adopts a tax levy and certifies it to the County in October (levy/assessment date) of each year for collection in the following year. The County is responsible for billing and collecting all property taxes for itself, the City, the local School District and other taxing authorities. Such taxes become a lien on January 1 and are recorded as receivables by the District at that date. Real property taxes are payable (by property owners) on May 15 and October 15 of each calendar year. Personal property taxes are payable by taxpayers on February 28 and June 30 of each year. These taxes are collected by the County and remitted to the District on or before July 7 and December 2 of the same year. Delinquent collections for November and December are received the following January. The District has no ability to enforce payment of property taxes by property owners. The County possesses this authority.

GOVERNMENT-WIDE FINANCIAL STATEMENTS

The District recognizes property tax revenue in the period for which the taxes were levied. Uncollectible property taxes are not material and have not been reported.

GOVERNMENTAL FUND FINANCIAL STATEMENTS

The District recognizes property tax revenue when it becomes both measurable and available to finance expenditures of the current period. In practice, current and delinquent taxes and State credits received by the District in July, December and January are recognized as revenue for the current year. Taxes collected by the county by December 31 (remitted to the District the following January) are classified as due from county. Taxes not collected by the county by December 31 are classified as delinquent taxes receivable. The portion of delinquent taxes not collected by the District in January is fully offset by deferred inflow of resources because they are not available to finance current expenditures.

PROPERTY TAX LEVY

103B Levy Authority

Beginning with the 1998 tax levy, the District levied under Minnesota Statutes 103B.241 authority. As such, the District's General Fund and the Capital Projects CIB Funds are not limited by the tax levy authorized in Minnesota Statutes 103D. The District no longer employs the Special Revenue Funds to account for maintenance and projects and instead levies for all such projects out of the General and CIB Funds. Minnesota Statutes Section 103B.241 Subd.1 reads in part as follows:

103B.241 LEVIES

Subdivision 1. Watershed plans and projects. Notwithstanding chapter 103D, a local government unit or watershed management organization may levy a tax to pay the increased costs of preparing a plan under sections 103B.231 and 103B.235 or for projects identified in an approved and adopted plan necessary to implement the purposes of section 103B.201. The proceeds of any tax levied under this section shall be deposited in a separate fund and expended only for the purposes authorized by this section. Watershed management organizations and local government units may accumulate the proceeds of levies as an alternative to issuing bonds to finance improvements.

G. INVENTORIES

The original cost of materials and supplies has been recorded as expenditures at the time of purchase. The District does not maintain material amounts of inventories.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

H. PREPAID ITEMS

Certain payments to vendors reflect costs applicable to future accounting periods and are recorded as prepaid items in both government-wide and fund financial statements. Prepaid items are reported using the consumption method and recorded as expenditures/expenses at the time of consumption.

I. CAPITAL ASSETS

Capital assets, which include property, plant, equipment and infrastructure assets and intangible assets such as easements and computer software, are reported in the government-wide financial statements. Capital assets (including intangible assets) are defined by the District as assets with an initial, individual cost of more than \$5,000 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost if purchased or constructed. Donated capital assets are recorded at acquisition value at the date of donation. The costs of normal maintenance and repairs that do not add to the value of the asset or materially extend asset lives are not capitalized.

Capital assets are depreciated using the straight-line method over the following estimated useful lives:

Buildings	40 years
Furniture and fixtures	5 years
Equipment	5 years
Vehicles	5 years
Infrastructure	50 – 100 years

J. LONG-TERM OBLIGATIONS

In the government-wide financial statements, long-term debt is reported as a liability in the statement of net position. Material bond premiums and discounts are amortized over the life of the bonds.

In the fund financial statements, governmental fund types recognize bond premiums and discounts during the current period. The face amount of debt issued is reported as other financing sources. Premiums received on debt issuances are reported as other financing sources while discounts on debt issuances are reported as other financing uses.

K. COMPENSATED ABSENCES

It is the District's policy to permit employees to accumulate earned but unused vacation and sick pay benefits. A liability for these amounts is reported in governmental funds only if they have matured, for example, as a result of employee resignations and retirements. All vacation pay and accumulated sick leave benefits that are vested as severance pay are accrued when incurred in the government-wide financial statements.

L. DEFERRED OUTFLOWS AND INFLOWS OF RESOURCES

In addition to assets, the statement of net position reports a separate section for deferred outflows of resources. This separate financial statement element represents a consumption of net position that applies to future period and so will *not* be recognized as an outflow of resources (expense) until then. The District has one item that qualifies for reporting in this category. It is the pension related deferred outflows reported in the government-wide Statement of Net Position.

In addition to liabilities, the statement of net position reports a separate section for deferred inflows of resources. This separate financial statement element represents an acquisition of net position that applies to future periods and so will *not* be recognized as an inflow of resources (revenue) until that time. The District has pension related deferred inflows of resources reported in the government-wide Statement of Net Position. The District also has an item, which arises only under a modified accrual basis of accounting, that qualifies for reporting in this category. Accordingly, the item, unavailable revenue, is reported only in the governmental fund balance sheet. The governmental funds report unavailable revenues from property taxes and unavailable stormwater impact fees.

M. DEFINED BENEFIT PENSION PLANS

For purposes of measuring the net pension liability, deferred outflows and inflows of resources, and pension expense, information about the fiduciary net position of the Public Employees Retirement Association (PERA) and additions to and deductions from PERA's fiduciary net position have been determined on the same basis as they are reported by PERA, except that PERA's fiscal year end is June 30. For this purpose, plan contributions are recognized as of employer payroll paid dates and benefit payments and refunds are recognized when due and payable in accordance with the benefit terms. Investments are reported at fair value.

N. FUND BALANCE CLASSIFICATIONS

In the fund financial statements, governmental funds report fund balance in classifications that disclose constraints for which amounts in those funds can be spent. These classifications are as follows:

Nonspendable - consists of amounts that are not in spendable form, such as prepaid items.

Restricted - consists of amounts related to externally imposed constraints established by creditors, grantors or contributors; or constraints imposed by state statutory provisions.

Committed - consists of internally imposed constraints. These constraints are established by Resolution of the Board.

Assigned - consists of internally imposed constraints. These constraints reflect the specific purpose for which it is the Board's intended use. These constraints are established by the Board and/or management. Pursuant to Board Resolution, the Board's District Administrator and/or Treasurer is authorized to establish assignments of fund balance.

Unassigned - is the residual classification for the general fund and also reflects negative residual amounts in other funds.

When both restricted and unrestricted resources are available for use, it is the District's policy to first use restricted resources, and then use unrestricted resources as they are needed.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

When committed, assigned or unassigned resources are available for use, it is the District's policy to use resources in the following order: 1) committed 2) assigned and 3) unassigned.

O. INTERFUND TRANSACTIONS

Interfund services provided and used are accounted for as revenues or expenditures. Transactions that constitute reimbursements to a fund for expenditures initially made from it that are properly applicable to another fund, are recorded as expenditures in the reimbursing fund and as reductions of expenditures in the fund that is reimbursed. All other interfund transactions are reported as transfers.

The District provides temporary advances to funds that have insufficient cash balances by means of an advance from another fund shown as due from other funds in the advancing fund, and due to other funds in the fund with the deficit, until adequate resources are received.

P. USE OF ESTIMATES

The preparation of financial statements in accordance with generally accepted accounting principles in the United States of America (GAAP) requires management to make estimates that affect amounts reported in the financial statements during the reporting period. Actual results could differ from such estimates.

Q. RECLASSIFICATIONS

Certain reclassifications were made to prior year amounts to conform to the current year presentation.

R. COMPARATIVE TOTALS

The basic financial statements, individual fund financial statements, required supplementary information, and supplementary financial information include certain prior-year summarized comparative information in total but not at the level of detail required for presentation in conformity with generally accepted accounting principles. Accordingly, such information should be read in conjunction with the District's financial statements for the year ended December 31, 2019 from which the summarized information was derived.

Note 2 DEPOSITS AND INVESTMENTS

A. DEPOSITS

In accordance with Minnesota Statutes, the District maintains its deposits at depository banks authorized by the Board of Managers. All such banks are members of the Federal Reserve System.

Minnesota Statutes require that all District deposits be protected by insurance, surety bond, or collateral. The market value of collateral pledged must equal 110% of the deposits not covered by insurance or bonds. Securities pledged as collateral are required to be held in safekeeping by the District or in a financial institution other than that furnishing the collateral. Minnesota Statute 118A.03 identifies allowable forms of collateral.

Custodial Credit Risk - Deposits. Custodial credit risk is the risk that in the event of a bank failure, the District's deposits may not be returned to it. The District did not have deposits at December 31, 2020.

B. INVESTMENTS

Subject to rating, yield, maturity and issuer requirements as prescribed by statute, Minnesota Statutes 118A.04 and 118A.05 authorize the District to invest in United States securities, state and local securities, commercial paper, time deposits, high-risk mortgage-backed securities, temporary general obligation bonds, repurchase agreements, Minnesota joint powers investment trust and guaranteed investment contracts.

The District has investments in the Minnesota Municipal Money Market Fund (4M fund). The 4M fund is an external investment pool regulated by Minnesota Statutes and the Board of Directors of the League of Minnesota Cities. The 4M fund is an unrated pool and the fair value of the position in the pool is the same as the value of pool shares. The pool is managed to maintain a portfolio weighted average maturity of no greater than 60 days and seeks to maintain a constant net asset value (NAV) of \$1 per share. The pool measures its investments at amortized cost in accordance with GASB Statement No. 79. The 4M Liquid Asset Fund has no redemption requirements. The 4M Plus Fund requires funds to be deposited for a minimum of 14 calendar days. Withdrawals prior to the 14-day restriction period are subject to a penalty equal to 7 days interest on the amount withdrawn.

At December 31, 2020, the amount of investments held in the 4M fund was \$13,462,766, all of which were in the 4M Liquid Asset Fund.

The District categorizes its fair value measurements within the fair value hierarchy established by generally accepted accounting principles. The hierarchy is based on the valuation inputs used to measure the fair value of the asset. The hierarchy has three levels. Level 1 investments are valued using inputs that are based on quoted prices in active markets for identical assets. Level 2 investments are valued using inputs that are based on quoted prices for similar assets or inputs that are observable, either directly or indirectly. Level 3 investments are valued using inputs that are unobservable.

Because investments of the 4M fund are measured at amortized cost, its investments are not categorized within the fair value hierarchy described above.

C. INVESTMENT RISKS

Credit Risk. Credit risk is the risk that an issuer or other counterparty to an investment will be unable to fulfill its obligation to the holder of the investment. The District follows state statutes in regards to credit risk of investments. The District does not have an investment policy which further limits its investment choices.

Interest Rate Risk. Interest rate risk is the risk that changes in the interest rates of debt investments could adversely affect the fair value of an investment. The District does not have an investment policy which limits investment maturities as a means of managing its exposure to fair value losses arising from increasing interest rates.

Concentration of Credit Risk. Concentration of credit risk is the risk of loss that may be attributed to the magnitude of the District's investment in a single issuer. The District does not have an investment policy which addresses the concentration of credit risk.

Custodial Credit Risk. For investments in securities, custodial credit risk is the risk that in the event of a failure of the counterparty, the District will not be able to recover the value of its investment securities that is in the possession of an outside party. Investments in investment pools and money markets are not evidenced by securities that exist in physical or book entry form, and therefore are not subject to custodial credit risk disclosures. The District does not have an investment policy which addresses custodial credit risk.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

Note 3 RECEIVABLES

Significant receivable balances not expected to be collected within one year of December 31, 2020 are as follows:

	Major Funds				Total
	General	General Obligation Bonds	Certificates of Participation	Capital Projects CIB	
Delinquent property taxes	<u>\$25,800</u>	<u>\$3,800</u>	<u>\$1,900</u>	<u>\$34,000</u>	<u>\$65,500</u>

Note 4 UNAVAILABLE REVENUES

Governmental funds report deferred inflows of resources in connection with receivables for revenues that are not considered to be available to liquidate liabilities of the current period. At the end of the current fiscal year, the various components of unavailable revenue reported in the governmental funds were as follows:

	Property Taxes	Stormwater Impact Payment	2020 Pond Dredging Project Reimbursement	Total
General Fund	\$30,051	\$33,680	\$ -	\$63,731
General Obligation Bonds	4,448	-	-	4,448
Certificates of Participation	2,183	-	-	2,183
Capital Projects CIB	<u>39,606</u>	<u>-</u>	<u>219,000</u>	<u>258,606</u>
Total unavailable revenue	<u>\$76,288</u>	<u>\$33,680</u>	<u>\$219,000</u>	<u>\$328,968</u>

Note 5 DEFINED BENEFIT PENSION PLANS

A. PLAN DESCRIPTION

The District participates in the following cost-sharing multiple-employer defined benefit pension plan administered by the Public Employees Retirement Association of Minnesota (PERA). PERA's defined benefit pension plans are established and administered in accordance with Minnesota Statutes, Chapters 353 and 356. PERA's defined benefit pension plans are tax qualified plans under Section 401(a) of the Internal Revenue Code.

All full-time and certain part-time employees of the District are covered by the General Employees Retirement Fund (GERF). GERF members belong to the Coordinated Plan. Coordinated Plan members are covered by Social Security.

B. BENEFITS PROVIDED

PERA provides retirement, disability, and death benefits. Benefit provisions are established by state statute and can only be modified by the state legislature. Vested, terminated employees who are entitled to benefits but are not receiving them yet are bound by the provisions in effect at the time they last terminated their public service.

Benefits are based on a member's highest average salary for any five successive years of allowable service, age, and years of credit at termination of service. Two methods are used to compute benefits for PERA's Coordinated members. Members hired prior to July 1, 1989 receive the higher of Method 1 or Method 2 formulas. Only Method 2 is used for members hired after June 30, 1989. Under Method 1, the accrual rate for Coordinated members is 1.2% of average salary for each of the first ten years of service and 1.7% of average salary for each additional year. Under Method 2, the accrual rate for Coordinated Plan members is 1.7% of average salary for all years of service. For members hired prior to July 1, 1989 a full annuity is available when age plus years of service equal 90 and normal retirement age is 65. For members hired on or after July 1, 1989, normal retirement age is the age for unreduced Social Security benefits capped at 66.

Benefit increases are provided to benefit recipients each January. Beginning in 2019, the postretirement increase is equal to 50% of the cost-of-living adjustment (COLA) announced by the SSA, with a minimum increase of at least 1% and a maximum of 1.5%. Recipients that have been receiving the annuity or benefit for at least a full year as of the June 30 before the effective date of the increase will receive the full increase. For recipients receiving the annuity or benefit for at least one month but less than a full year as of the June 30 before the effective date of the increase will receive a reduced prorated increase. For members retiring on January 1, 2024 or later, the increase will be delayed until normal retirement age (age 65 if hired prior to July 1, 1989, or age 66 for individuals hired on or after July 1, 1989). Members retiring under Rule of 90 are exempt from the delay to normal retirement.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

C. CONTRIBUTIONS

Minnesota Statutes Chapter 353 sets the rates for employer and employee contributions. Contribution rates can only be modified by the state Legislature.

Coordinated Plan members were required to contribute 6.5% of their annual covered salary in fiscal year 2020 and the District was required to contribute 7.5% for Coordinated Plan members. The District contributions to the GERP for the year ended December 31, 2020 were \$81,725. The District's contributions were equal to the required contributions as set by state statute.

D. PENSION COSTS

At December 31, 2020, the District reported a liability of \$833,369 for its proportionate share of GERP's net pension liability. The District's net pension liability reflected a reduction due to the State of Minnesota's contribution of \$16 million. The State of Minnesota is considered a non-employer contributing entity and the state's contribution meets the definition of a special funding situation. The State of Minnesota's proportionate share of the net pension liability associated with the District totaled \$25,647. The net pension liability was measured as of June 30, 2020, and the total pension liability used to calculate the net pension liability was determined by an actuarial valuation as of that date. The District's proportion of the net pension liability was based on the District's contributions received by PERA during the measurement period for employer payroll paid dates from July 1, 2019 through June 30, 2020, relative to the total employer contributions received from all of PERA's participating employers. The District's proportionate share was 0.0139% at the end of the measurement period and 0.0128% for the beginning of the period.

Districts proportionate share of the net pension liability	\$833,369
State of Minnesota's proportionate share of the net	
pension liability associated with the District	<u>25,647</u>
Total	<u><u>\$859,016</u></u>

For the year ended December 31, 2020, the District recognized pension expense of \$60,627 for its proportionate share of the GERP's pension expense. In addition, the District recognized an additional \$2,232 as pension expense (and grant revenue) for its proportionate share of the State of Minnesota's contribution of \$16 million to the GERP.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

At December 31, 2020, the District reported its proportionate share of the GERS's deferred outflows of resources and deferred inflows of resources related to pensions from the following sources:

	Deferred Outflows of Resources	Deferred Inflows of Resources
Differences between expected and actual economic experience	\$7,610	\$3,153
Changes in actuarial assumptions	-	31,257
Net collective difference between projected and actual investment earnings	10,477	-
Changes in proportion	66,081	-
Contributions paid to PERA subsequent to the measurement date	42,093	-
Total	<u>\$126,261</u>	<u>\$34,410</u>

The \$42,093 reported as deferred outflows of resources related to pensions resulting from District contributions subsequent to the measurement date will be recognized as a reduction of the net pension liability in the year ended December 31, 2021. Other amounts reported as deferred outflows and inflows of resources related to pensions will be recognized in pension expense as follows:

Year Ended December 31,	Pension Expense
2021	(\$19,237)
2022	17,880
2023	30,981
2024	20,134
Thereafter	-

The net pension liability will be liquidated by the general fund.

E. ACTUARIAL ASSUMPTIONS

The total pension liability in the June 30, 2020 actuarial valuation was determined using an individual entry-age normal actuarial cost method and the following actuarial assumptions:

Inflation	2.50% per year
Active Member Payroll Growth	3.25% per year
Investment Rate of Return	7.50%

Salary increases were based on a service-related table. Mortality rates for active members, retirees, survivors, and disableds for all plans were based on RP 2014 tables for males or females, as appropriate, with slight adjustments to fit PERA's experience. Cost of living benefit increases after retirement for retirees are assumed to be 1.25% per year for GERS.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

Actuarial assumptions used in the June 30, 2020 valuation were based on the results of actuarial experience studies. The most recent four-year experience study for GERS was completed in 2019. The assumption changes were adopted by the Board and become effective with the July 1, 2020 actuarial valuation.

The following changes in actuarial assumptions and plan provisions occurred in 2020:

Changes in Actuarial Assumptions:

- The price inflation assumption was decreased from 2.50% to 2.25%.
- The payroll growth assumption was decreased from 3.25% to 3.00%.
- As recommended in the June 30, 2019 experience study, assumed salary increase rates were decreased 0.25% and assumed rates of retirement were changed resulting in more unreduced (normal) retirements and slightly fewer Rule of 90 and early retirements. Assumed rates of termination and disability were also changed.
- The base mortality tables were changed from RP-2014 tables to Pub-2010 tables, with adjustments.
- The mortality improvement scale was changed from Scale MP-2018 to Scale MP-2019.
- The assumed spouse age difference was changed from two years older for females to one year older.
- The assumed number of married male new retirees electing the 100% Joint & Survivor option changed from 35% to 45%. The assumed number of married female new retirees electing the 100% Joint & Survivor option changed from 15% to 30%. The corresponding number of married new retirees electing the Life annuity option was adjusted accordingly.

Changes in Plan Provisions:

- Augmentation for current privatized members was reduced to 2.0% for the period July 1, 2020 through December 31, 2023 and 0.0% after. Augmentation was eliminated for privatizations occurring after June 30, 2020.

The State Board of Investment, which manages the investments of PERA, prepares an analysis of the reasonableness on a regular basis of the long-term expected rate of return using a building-block method in which best-estimate ranges of expected future rates of return are developed for each major asset class. These ranges are combined to produce an expected long-term rate of return by weighting the expected future rates of return by the target asset allocation percentages. The target allocation and best estimates of geometric real rates of return for each major asset class are summarized in the following table:

Asset Class	Target Allocation	Long-Term Expected Real Rate of Return
Domestic stocks	35.5%	5.10%
International stocks	17.5%	5.30%
Bonds (fixed income)	20.0%	0.75%
Alternative assets (private markets)	25.0%	5.90%
Cash	2.0%	0.00%
Total	100%	

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

F. DISCOUNT RATE

The discount rate used to measure the total pension liability in 2020 was 7.5%. The projection of cash flows used to determine the discount rate assumed that contributions from plan members and employers will be made at the rate set in Minnesota statutes. Based on that assumption, the fiduciary net position of the GERS was projected to be available to make all projected future benefit payments of current plan members. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

G. PENSION LIABILITY SENSITIVITY

The following presents the District's proportionate share of the net pension liability for all plans it participates in, calculated using the discount rate disclosed in the preceding paragraph, as well as what the District's proportionate share of the net pension liability would be if it were calculated using a discount rate 1 percentage point lower or 1 percentage point higher than the current discount rate:

	<u>1% Decrease in Discount Rate (6.5%)</u>	<u>Discount Rate (7.5%)</u>	<u>1% Increase in Discount Rate (8.5%)</u>
Proportionate share of the GERS net pension liability	\$1,335,601	\$833,369	\$419,067

H. PENSION PLAN FIDUCIARY NET POSITION

Detailed information about each pension plan's fiduciary net position is available in a separately-issued PERA financial report that includes financial statements and required supplementary information. That report may be obtained at www.mnpera.org.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

Note 6 CAPITAL ASSETS

Capital asset activity for the year ended December 31, 2020 was as follows:

	Beginning Balance	Increases	Decreases	Ending Balance
Capital assets, not being depreciated:				
Land	\$421,581	\$ -	\$ -	\$421,581
Construction in progress	-	240,173	-	240,173
Total capital assets, not being depreciated	421,581	240,173	0	661,754
Capital assets, being depreciated:				
Building	2,234,955	-	-	2,234,955
Furniture and fixtures	102,063	-	-	102,063
Equipment	131,110	-	-	131,110
Vehicles	132,941	31,403	(16,693)	147,651
Infrastructure	20,133,125	262,702	-	20,395,827
Total capital assets, being depreciated	22,734,194	294,105	(16,693)	23,011,606
Less accumulated depreciation for:				
Building	738,841	55,876	-	794,717
Furniture and fixtures	102,063	-	-	102,063
Equipment	121,456	4,227	-	125,683
Vehicles	70,139	24,092	(16,693)	77,538
Infrastructure	9,933,241	377,096	-	10,310,337
Total accumulated depreciation	10,965,740	461,291	(16,693)	11,410,338
Total capital assets being depreciated - net	11,768,454	(167,186)	0	11,601,268
Capital assets - net	\$12,190,035	(\$167,186)	\$0	\$12,263,022

Depreciation expense was charged to function/programs as follows:

General government	\$79,968
Programs	4,227
Projects	377,096
Total depreciation expense	\$461,291

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

Note 7 LONG-TERM DEBT

Annual debt service requirements to maturity for general obligation bonds are as follows:

Year Ending December 31,	G.O. MPFA Loan of 2012		G.O. Drainage Bonds of 2016A		Totals	
	Principal	Interest	Principal	Interest	Principal	Interest
2021	\$82,000	\$10,238	\$240,000	\$65,063	\$322,000	\$75,301
2022	83,000	8,848	240,000	60,263	323,000	69,111
2023	85,000	7,441	245,000	55,413	330,000	62,854
2024	86,000	6,000	250,000	50,463	336,000	56,463
2025	88,000	4,543	255,000	45,413	343,000	49,956
2026	89,000	3,051	260,000	40,263	349,000	43,314
2027	91,000	1,542	270,000	34,963	361,000	36,505
2028	-	-	275,000	29,513	275,000	29,513
2029	-	-	280,000	23,963	280,000	23,963
2030	-	-	285,000	17,956	285,000	17,956
2031	-	-	290,000	11,125	290,000	11,125
2032	-	-	300,000	3,750	300,000	3,750
Total	<u>\$604,000</u>	<u>\$41,663</u>	<u>\$3,190,000</u>	<u>\$438,148</u>	<u>\$3,794,000</u>	<u>\$479,811</u>

The following is a schedule of changes in the District's indebtedness for the year ended December 31, 2020:

	Beginning Balance	Additions	Deletions	Ending Balance	Due Within One Year
Governmental activities:					
Bonded debt:					
G.O. MPFA Loan of 2012	\$685,000	\$ -	(\$81,000)	\$604,000	\$82,000
Certificates of Participation, Series 2012B	120,000	-	(120,000)	-	-
G.O. Drainage Bonds of 2016A	3,425,000	-	(235,000)	3,190,000	240,000
Unamortized bond premium	63,566	-	(5,261)	58,305	-
Compensated absences	99,563	135,390	(115,617)	119,336	95,929
Total governmental activities	<u>\$4,393,129</u>	<u>\$135,390</u>	<u>(\$556,878)</u>	<u>\$3,971,641</u>	<u>\$417,929</u>

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

GENERAL OBLIGATION MINNESOTA PUBLIC FACILITIES AUTHORITY (MPFA) LOAN OF 2012

The District entered into a loan agreement with the Minnesota Public Facilities Authority (MPFA) on May 5, 2012. The agreement called for the MPFA to lend \$1,569,623 from the Clean Water Revolving Fund Principal Forgiveness – Green Project, to the District for the purpose of funding the eligible costs related to the Maplewood Mall project. Of this amount, \$1,177,217 (the “Loan”) has a final maturity date of August 20, 2027 and carries an interest rate of 1.695% per annum. The remaining \$392,406 (the “Green Principal Forgiveness”), is not required to be repaid except as otherwise provided per the terms of the agreement. The District’s management has indicated that the terms of the “Green Principal Forgiveness” will be met. The loan is considered a direct borrowing and is a general obligation of the District for which it pledges its full faith, credit and taxing powers to the payment of principal and interest on the bonds.

\$1,230,000 REFUNDING CERTIFICATES OF PARTICIPATION, SERIES 2012B

The District issued Certificates of Participation to construct an administrative building to serve as the District headquarters. As of February 1, 2020, the certificates matured and were paid in full.

\$3,860,000 GENERAL OBLIGATION DRAINAGE BONDS, SERIES 2016A

The District sold \$3,860,000 of General Obligation bonds, Series 2016A on November 15, 2016 for the purpose of funding eligible ongoing maintenance and repairs for the Beltline and Battle Creek Tunnel repair project. The term of the bond is 15 years, at an interest rate of 2.0% - 2.5% per annum. The final maturity date is February 1, 2032.

PLEDGED REVENUE

Future revenue pledged for the payment of long-term debt is as follows:

Bond Issue	Use of Proceeds	Revenue Pledged			Remaining Principal and Interest	Current Year	
		Type	Percent of Total Debt Service	Term of Pledge		Principal and Interest Paid	Pledged Revenue Received
2016A Bond	Beltline and Battle Creek Tunnel Repair	Property Taxes	100%	2016 - 2031	\$3,628,148	\$304,813	\$0

During 2019, the District closed several projects within the Capital Projects CIB fund and transferred \$863,674 of excess funds to the General Obligation Bonds debt service fund. During 2020, \$304,813 of the transferred funds were used to pay the 2016A debt service requirements in lieu of levying property taxes.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

Note 8 CONTINGENCIES

The District's management has indicated that there are no pending lawsuits or other actions in which the District is a defendant.

Note 9 COMMITTED CONTRACTS

At December 31, 2020, the District had committed contracts of \$1,111,570 for construction/repair projects.

Note 10 FUND BALANCE

A. CLASSIFICATIONS

At December 31, 2020, a summary of the governmental fund balance classifications are as follows:

	General Fund	General Obligation Bonds	Certificates of Participation	Capital Projects CIB	Total
Nonspendable:					
Prepaid items	\$132,072	\$278,850	\$ -	\$ -	\$410,922
Restricted for:					
Debt service	-	670,545	-	-	670,545
Assigned for:					
Construction/projects	-	-	-	6,617,981	6,617,981
Unassigned	4,232,892	-	204,398	-	4,437,290
Total	<u>\$4,364,964</u>	<u>\$949,395</u>	<u>\$204,398</u>	<u>\$6,617,981</u>	<u>\$12,136,738</u>

B. MINIMUM UNASSIGNED FUND BALANCE POLICY

The Board has formally adopted a policy regarding the minimum unassigned fund balance for the General Fund. The most significant revenue source of the General Fund is property taxes. This revenue source is received in two installments during the year – June and December. As such, it is the District's goal to begin each fiscal year with sufficient working capital to fund operations between each semi-annual receipt of property taxes.

The policy establishes a year end targeted unassigned fund balance amount for cash-flow timing needs, emergencies/contingencies and compensated absences of 50% of the subsequent year's budgeted expenditures. At December 31, 2020, the unassigned fund balance of the General Fund was 109% of the subsequent year's budgeted expenditures.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
NOTES TO FINANCIAL STATEMENTS
December 31, 2020

Note 11 RISK MANAGEMENT

The District is exposed to various risks of loss related to torts; theft of, damage to and destruction of assets; errors and omissions; injuries to employees; and natural disasters.

Workers compensation coverage is provided through a pooled self-insurance program through the League of Minnesota Cities Insurance Trust (LMCIT). The District pays an annual premium to LMCIT. The District is subject to supplemental assessments if deemed necessary by the LMCIT. The LMCIT reinsures through Workers Compensation Reinsurance Association (WCRA) as required by law. For workers compensation, the District is not subject to a deductible. The District workers compensation coverage is retrospectively rated. With this type of coverage, final premiums are determined after loss experience is known. The amount of premium adjustment, if any, is considered immaterial and not recorded until received or paid.

Other insurance coverage is provided through a pooled self-insurance program through the LMCIT. The District pays an annual premium to the LMCIT. The District is subject to supplemental assessments if deemed necessary by the LMCIT. The LMCIT reinsures through commercial companies for claims in excess of various amounts. The District retains risk for the deductible portions of the insurance policies. The amount of these deductibles is considered immaterial to the financial statements.

There were no significant reductions in insurance from the previous year or settlements in excess of insurance coverage for any of the past three fiscal years.

Note 12 RECENTLY ISSUED ACCOUNTING STANDARDS

The Governmental Accounting Standards Board (GASB) recently approved the following statements which were not implemented for these financial statements:

Statement No. 87 *Leases*. The provisions of this Statement are effective for reporting periods beginning after June 15, 2021.

Statement No. 91 *Conduit Debt Obligations*. The provisions of this Statement are effective for reporting periods beginning after December 15, 2021.

Statement No. 92 *Omnibus 2020*. The provisions of this Statement are effective for reporting periods beginning after June 15, 2021.

Statement No. 93 *Replacement of Interbank Offered Rates*. The provisions of this Statement contain multiple effective dates, the first being for reporting periods beginning after June 15, 2020.

Statement No. 94 *Public-Private and Public-Public Partnerships and Availability Payment Arrangements*. The provisions of this Statement are effective for reporting periods beginning after June 15, 2022.

Statement No. 96 *Subscription-Based Information Technology Arrangements*. The provisions of this Statement are effective for fiscal years beginning after June 15, 2022.

The effect these standards may have on future financial statements is not determinable at this time.

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REQUIRED SUPPLEMENTARY INFORMATION

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT**REQUIRED SUPPLEMENTARY INFORMATION****BUDGETARY COMPARISON SCHEDULE - GENERAL FUND**

For The Year Ended December 31, 2020

With Comparative Actual Amounts For The Year Ended December 31, 2019

Statement 6**Page 1 of 2**

	2020				
	Budgeted Amounts		Actual	Variance with Final Budget - Positive	2019 Actual
	Original	Final	Amounts	(Negative)	Amounts
Revenues:					
General property taxes	\$2,499,500	\$2,499,500	\$2,486,568	(\$12,932)	\$2,576,244
Intergovernmental - grants	55,000	55,000	15,479	(39,521)	56,860
Stormwater impact payment	-	-	200,555	200,555	344,782
Investment income	20,000	20,000	22,851	2,851	107,747
Permit escrow fees	15,000	15,000	24,555	9,555	15,180
Refunds and reimbursements	-	-	58,788	58,788	33,953
Other	-	-	5,990	5,990	13,742
Total revenues	2,589,500	2,589,500	2,814,786	225,286	3,148,508
Expenditures:					
General government:					
Engineering:					
Administration	93,000	93,000	66,786	26,214	74,260
Engineer review	65,000	65,000	46,183	18,817	41,270
Permit review	55,000	55,000	47,265	7,735	47,186
Subtotal engineering	213,000	213,000	160,234	52,766	162,716
Committee expenditures	3,500	3,500	2,825	675	3,669
Consulting	40,000	40,000	-	40,000	-
District training	25,000	25,000	7,241	17,759	25,222
Dues	11,000	11,000	9,905	1,095	10,097
Employee expenses	10,000	10,000	26,650	(16,650)	7,910
GIS system maintenance and equipment	20,000	20,000	5,329	14,671	(1,135)
Insurance	40,000	40,000	41,477	(1,477)	36,122
Internet/website	55,000	55,000	56,580	(1,580)	40,900
Legal and audit	110,000	110,000	82,897	27,103	83,984
Manager's per diem and expenses	12,000	12,000	9,825	2,175	9,796
Miscellaneous	5,000	5,000	377	4,623	538
Office equipment and maintenance	368,000	368,000	55,811	312,189	162,076
Office supplies and postage	10,000	10,000	6,552	3,448	5,728
Printing	8,000	8,000	5,014	2,986	6,002
Project operations	160,000	160,000	68,935	91,065	28,642
Salaries/payroll taxes/benefits	1,450,000	1,450,000	1,489,655	(39,655)	1,354,626
Telephone	8,000	8,000	917	7,083	6,442
Utilities	20,000	20,000	13,678	6,322	25,125
Vehicle lease and maintenance	43,000	43,000	33,875	9,125	75,168
Water quality monitoring	185,000	185,000	256,826	(71,826)	219,551
Total general government	2,796,500	2,796,500	2,334,603	461,897	2,263,179

See accompanying notes to the required supplementary information.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT**REQUIRED SUPPLEMENTARY INFORMATION****BUDGETARY COMPARISON SCHEDULE - GENERAL FUND**

For The Year Ended December 31, 2020

With Comparative Actual Amounts For The Year Ended December 31, 2019

Statement 6**Page 2 of 2**

	2020			Variance with	2019
	Budgeted Amounts		Actual	Final Budget -	Actual
	Original	Final	Amounts	Positive	Amounts
				(Negative)	
Watershed programs:					
Project feasibility studies	\$570,000	\$570,000	\$346,261	\$223,739	\$434,794
Communications and marketing	25,000	25,000	14,685	10,315	6,001
Education programming	60,000	60,000	14,800	45,200	16,096
Health and safety program	3,000	3,000	2,774	226	1,043
Lake Studies/WRAPS/TMDL	173,000	173,000	78,025	94,975	4,115
Natural resources program	140,000	140,000	106,322	33,678	109,034
NPDES Phase II	10,000	10,000	-	10,000	-
Outside programs	67,000	67,000	47,092	19,908	46,730
Research projects	95,000	95,000	113,415	(18,415)	59,457
Waterfest	50,000	50,000	25,012	24,988	39,445
Total watershed programs	1,193,000	1,193,000	748,386	444,614	716,715
Total expenditures	3,989,500	3,989,500	3,082,989	906,511	2,979,894
Revenues over (under) expenditures	(\$1,400,000)	(\$1,400,000)	(268,203)	\$1,131,797	168,614
Fund balance - January 1			4,633,167		4,464,553
Fund balance - December 31			\$4,364,964		\$4,633,167

See accompanying notes to the required supplementary information.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
SCHEDULE OF PROPORTIONATE SHARE OF NET PENSION LIABILITY -
GENERAL EMPLOYEES RETIREMENT FUND
For The Last Ten Years

Statement 7

Measurement Date June 30	Fiscal Year Ending December 31	District's Proportionate (Percentage) of the Net Pension Liability	District's Proportionate Share (Amount) of the Net Pension Liability (a)	State's Proportionate Share (Amount) of the Net Pension Liability Associated with District (b)	District's Proportionate Share of the Net Pension Liability and the State's Proportionate Share of the Net Pension Liability Associated with District (a+b)	Covered Payroll (c)	Proportionate Share of the Net Pension Liability as a Percentage of its Covered Payroll (a+b)/c	Plan Fiduciary Net Position as a Percentage of the Total Pension Liability
2015	2015	0.0132%	\$684,093	\$ -	\$684,093	\$773,820	88.4%	78.2%
2016	2016	0.0120%	974,340	12,771	987,111	747,482	132.1%	68.9%
2017	2017	0.0125%	797,992	10,038	808,030	805,604	100.3%	75.9%
2018	2018	0.0127%	704,544	23,081	727,625	852,560	85.3%	79.5%
2019	2019	0.0128%	707,683	21,999	729,682	903,338	80.8%	80.2%
2020	2020	0.0139%	833,369	25,647	859,016	983,775	87.3%	79.1%

The schedule is provided prospectively beginning with the District's fiscal year ended December 31, 2015 and is intended to show a ten year trend. Additional years will be reported as they become available.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT**REQUIRED SUPPLEMENTARY INFORMATION****Statement 8****SCHEDULE OF PENSION CONTRIBUTIONS - GENERAL EMPLOYEES RETIREMENT FUND**

For The Last Ten Years

Fiscal Year Ending December 31	Statutorily Required Contribution (a)	Contributions in Relation to the Statutorily Required Contribution (b)	Contribution Deficiency (Excess) (a-b)	Covered Payroll (c)	Contributions as a Percentage of Covered Payroll (b/c)
2015	\$57,121	\$57,121	\$ -	\$761,606	7.5%
2016	57,310	57,310	-	764,138	7.5%
2017	60,595	60,595	-	807,938	7.5%
2018	65,933	65,933	-	879,103	7.5%
2019	68,723	68,723	-	916,307	7.5%
2020	81,725	81,725	-	1,089,683	7.5%

The schedule is provided prospectively beginning with the District's fiscal year ended December 31, 2015 and is intended to show a ten year trend. Additional years will be reported as they become available.

See accompanying notes to the required supplementary information.

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RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
NOTES TO RSI
December 31, 2020

Note A LEGAL COMPLIANCE – BUDGETS

The General Fund budget is legally adopted on a basis consistent with accounting principles generally accepted in the United States of America. The legal level of budgetary control is at the fund level for the General Fund.

Note B PENSION INFORMATION

PERA – General Employees Retirement Fund

2020 Changes in Actuarial Assumptions:

- The price inflation assumption was decreased from 2.50% to 2.25%.
- The payroll growth assumption was decreased from 3.25% to 3.00%.
- As recommended in the June 30, 2019 experience study, assumed salary increase rates were decreased 0.25% and assumed rates of retirement were changed resulting in more unreduced (normal) retirements and slightly fewer Rule of 90 and early retirements. Assumed rates of termination and disability were also changed.
- The base mortality tables were changed from RP-2014 tables to Pub-2010 tables, with adjustments.
- The mortality improvement scale was changed from Scale MP-2018 to Scale MP-2019.
- The assumed spouse age difference was changed from two years older for females to one year older.
- The assumed number of married male new retirees electing the 100% Joint & Survivor option changed from 35% to 45%. The assumed number of married female new retirees electing the 100% Joint & Survivor option changed from 15% to 30%. The corresponding number of married new retirees electing the Life annuity option was adjusted accordingly.

2020 Changes in Plan Provisions:

- Augmentation for current privatized members was reduced to 2.0% for the period July 1, 2020 through December 31, 2023 and 0.0% after. Augmentation was eliminated for privatizations occurring after June 30, 2020.

2019 Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2017 to MP-2018.

2019 Changes in the Plan Provisions:

- The employer supplemental contribution was changed prospectively, decreasing from \$31.0 million to \$21.0 million per year. The State's special funding contribution was changed prospectively, requiring \$16.0 million due per year through 2031.

2018 Changes in Actuarial Assumptions:

- The mortality projection scale was changed from MP-2015 to MP-2017.
- The assumed benefit increase was changed from 1.00% per year through 2044 and 2.50% per year thereafter to 1.25% per year.

2017 Changes in Actuarial Assumptions:

- The Combined Service Annuity (CSA) loads were changed from 0.8% for active members and 60% for vested and non-vested deferred members. The revised CSA loads are now 0.0% for active member liability, 15.0% for vested deferred member liability and 3.0% for non-vested deferred member liability.
- The assumed post-retirement benefit increase rate was changed from 1.0% per year for all years to 1.0% per year through 2044 and 2.5% per year thereafter.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
REQUIRED SUPPLEMENTARY INFORMATION
NOTES TO RSI
December 31, 2020

2016 Changes in Actuarial Assumptions:

- The assumed post-retirement benefit increase rate was changed from 1.0% per year through 2035 and 2.5% per year thereafter to 1.0% per year for all future years.
- The assumed investment return was changed from 7.9% to 7.5%. The single discount rate was changed from 7.9% to 7.5%.
- Other assumptions were changed pursuant to the experience study dated June 30, 2015. The assumed future salary increases, payroll growth, and inflation were decreased by 0.25% to 3.25% for payroll growth and 2.50% for inflation.

INDIVIDUAL FUND FINANCIAL STATEMENTS

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
COMPARATIVE BALANCE SHEET
GENERAL FUND
December 31, 2020
With Comparative Totals For The Year Ended December 31, 2019

Statement 9

	2020	2019
Assets:		
Cash and investments	\$5,431,914	\$5,838,073
Due from other governmental units	41,530	120,809
Due from other funds	-	115,530
Property taxes receivable:		
Delinquent	30,051	47,333
Due from county	44,217	32,748
Prepaid items	132,072	34,825
Total assets	<u>\$5,679,784</u>	<u>\$6,189,318</u>
Liabilities:		
Accounts payable	\$21,937	\$38,730
Salaries payable	31,775	21,209
Due to other governmental units	8,857	5,780
Escrow deposits payable	1,188,520	1,375,739
Total liabilities	<u>1,251,089</u>	<u>1,441,458</u>
Deferred inflows of resources:		
Unavailable revenue	<u>63,731</u>	<u>114,693</u>
Fund balance:		
Nonspendable	132,072	34,825
Unassigned	4,232,892	4,598,342
Total fund balance	<u>4,364,964</u>	<u>4,633,167</u>
Total liabilities, deferred inflows of resources, and fund balance	<u>\$5,679,784</u>	<u>\$6,189,318</u>

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
COMPARATIVE STATEMENT OF REVENUE, EXPENDITURES AND
CHANGES IN FUND BALANCE
GENERAL FUND
For The Year Ended December 31, 2020
With Comparative Totals For The Year Ended December 31, 2019

Statement 10

	2020	2019
Revenues:		
General property taxes	\$2,486,568	\$2,576,244
Intergovernmental - grants	15,479	56,860
Stormwater impact payment	200,555	344,782
Investment income	22,851	107,747
Permit escrow fees	24,555	15,180
Refunds and reimbursements	58,788	33,953
Other	5,990	13,742
Total revenues	<u>2,814,786</u>	<u>3,148,508</u>
Expenditures:		
Current:		
General government	2,305,700	2,195,910
Programs	748,386	716,715
Capital outlay	<u>28,903</u>	<u>67,269</u>
Total expenditures	<u>3,082,989</u>	<u>2,979,894</u>
Revenues over (under) expenditures	(268,203)	168,614
Fund balance - January 1	<u>4,633,167</u>	<u>4,464,553</u>
Fund balance - December 31	<u><u>\$4,364,964</u></u>	<u><u>\$4,633,167</u></u>

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OTHER INFORMATION - UNAUDITED

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RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
TAXABLE VALUATIONS, TAX LEVIES AND TAX RATES - UNAUDITED

Exhibit 1

	2020/21 Tax Capacity Values	2019/20 Tax Capacity Values	2018/19 Tax Capacity Values	2017/18 Tax Capacity Values	2016/17 Tax Capacity Values
Taxable valuations:					
Washington County	\$37,007,424 **	\$35,268,927	\$38,883,443	\$35,953,519	\$33,577,746
Ramsey County	176,093,221 **	162,115,952	153,459,180	142,027,646	131,503,926
Total	<u>\$213,100,645</u>	<u>\$197,384,879</u>	<u>\$192,342,623</u>	<u>\$177,981,165</u>	<u>\$165,081,672</u>
Tax levies extended:					
Extended in year	2020	2019	2018	2017	2016
Collectible in year	2021	2020	2019	2018	2017
	Levy	Levy	Levy	Levy	Levy
	Tax Capacity Rate	Tax Capacity Rate	Tax Capacity Rate	Tax Capacity Rate	Tax Capacity Rate
General Fund	\$2,211,375 1.038	\$2,499,500 1.266	\$2,609,500 1.357	\$2,562,550 1.440	\$3,121,500 1.891
Debt levy	394,901 .185	92,611 .047	399,113 .208	448,951 .252	238,977 .145
CIB Fund	4,157,222 1.951	4,211,885 2.134	3,754,885 1.952	3,859,885 2.169	3,205,383 1.942
Total	<u>\$6,763,498 3.174</u>	<u>\$6,803,996 3.447</u>	<u>\$6,763,498 3.516</u>	<u>\$6,871,386 3.861</u>	<u>\$6,565,860 3.977</u>

** Based on the 2021 proposed value, final value was not available.

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT

CIB FUND - UNAUDITED

SCHEDULE OF FINANCIAL ACTIVITY FROM INCEPTION

Project	CIB Year	Expenditures		
		Prior Years	12/31/2020	Total
Completed projects:				
Subtotal - completed projects	1987-2013	\$35,381,666	\$ -	\$35,381,666
Projects recently closed:				
531 - Volume Reduction Opportunity Fund	2014	-	-	-
Current CIB projects:				
516 - Project Maintenance and Repair	1992-2018	11,409,528	1,362,960	12,772,488
529 - BMP Incentive Grant Program	2007-2018	4,839,412	885,536	5,724,948
528 - Faith Based Volume Reduction	2013	425,554	-	425,554
518 - School/Commercial Site Retrofit	2015	2,325,100	1,525,651	3,850,751
520 - Flood Damage	2015	929,158	764,900	1,694,058
553 - Wakefield Project	2017	833,430	264,177	1,097,607
Subtotal		20,762,182	4,803,224	25,565,406
580 - CIB contingency account		266,879	-	266,879

Revenue	Revenue					Revenue
Prior Years	2020 CIB	Investment	Transfers/	Grant/Project	Total	Over/(Under)
Revenue	Levy	Income	Reallocation	Reimbursement	Revenue	Expenditures
\$35,411,370	\$ -	\$ -	\$ -	\$ -	\$35,411,370	\$29,704
1,484,215	99,483	-	(1,583,698)	-	-	-
12,569,887	611,818	-	-	218,439	13,400,144	627,656
4,735,290	397,931	-	-	-	5,133,221	(591,727)
1,241,372	397,931	-	-	-	1,639,303	1,213,749
2,272,791	1,006,764	-	1,583,698	-	4,863,253	1,012,502
3,494,978	1,482,291	-	-	-	4,977,269	3,283,211
1,101,779	-	-	-	147,098	1,248,877	151,270
26,900,312	3,996,218	0	0	365,537	31,262,067	5,696,661
1,128,857	-	29,638	-	-	1,158,495	891,616
Fund balance - December 31, 2020						\$6,617,981

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
COMBINED SCHEDULE OF INDEBTEDNESS - UNAUDITED
December 31, 2020

	<u>Dated</u>	<u>Final Due Date</u>	<u>Net Interest Rate</u>
Bonded indebtedness:			
General Obligation Debt:			
G.O. Bonds of 2012 - PFA Bond	5/5/2012	8/20/2027	1.70%
Refunding Certificates of Participation, Series 2012B	12/5/2012	2/1/2020	1.22%
G.O. Drainage Bonds of 2016A	11/15/2016	2/1/2032	2.09%
Total bonded indebtedness			
Unamortized bond premiums			
Compensated absences			
Total indebtedness			

Authorized and Issued	Retired	Outstanding 12/31/2020	Due in 2021	
			Principal	Interest
\$1,177,217	\$573,217	\$604,000	\$82,000	\$10,238
1,230,000	1,230,000	-	-	-
3,860,000	670,000	3,190,000	240,000	65,063
<u>6,267,217</u>	<u>2,473,217</u>	<u>3,794,000</u>	<u>322,000</u>	<u>75,301</u>
		58,305	-	-
		119,336	95,929	-
<u>\$6,267,217</u>	<u>\$2,473,217</u>	<u>\$3,971,641</u>	<u>\$417,929</u>	<u>\$75,301</u>

RAMSEY-WASHINGTON METRO WATERSHED DISTRICT
DEFERRED TAX LEVIES - PER BOARD RESOLUTIONS - UNAUDITED
December 31, 2020

Exhibit 4

Year of Levy/ Collection	G.O. Drainage Bonds of 2016A
2020/2021	\$302,663
2021/2022	302,863
2022/2023	302,963
2023/2024	302,963
2024/2025	302,863
2025/2026	307,663
2026/2027	307,263
2027/2028	306,763
2028/2029	306,163
2029/2030	304,750
2030/2031	307,500
Totals	<u><u>\$3,354,417</u></u>

OTHER REQUIRED REPORTS

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REPORT ON INTERNAL CONTROL

To the Board of Managers
Ramsey-Washington Metro Watershed District
Little Canada, Minnesota

In planning and performing our audit of the financial statements of the governmental activities and each major fund of the Ramsey-Washington Metro Watershed District as of and for the year ended December 31, 2020, in accordance with auditing standards generally accepted in the United States of America, we considered the Ramsey-Washington Metro Watershed District's internal control over financial reporting (internal control) as a basis for designing audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Ramsey-Washington Metro Watershed District's internal control. Accordingly, we do not express an opinion on the effectiveness of the Ramsey-Washington Metro Watershed District's internal control.

A *deficiency* in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or combination of deficiencies in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected, on a timely basis.

Our consideration of internal control was for the limited purpose described in the first paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses. Given these limitations, during our audit, we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

This communication is intended solely for the information and use of management, the Ramsey-Washington Metro Watershed District's Board of Managers, and others within the District, and is not intended to be, and should not be, used by anyone other than these specified parties.

Redpath and Company, Ltd.

REDPATH AND COMPANY, LTD.
St. Paul, Minnesota

April 26, 2021

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MINNESOTA LEGAL COMPLIANCE REPORT

To the Board of Managers
Ramsey-Washington Metro Watershed District
Little Canada, Minnesota

We have audited, in accordance with auditing standards generally accepted in the United States of America, the financial statements of the governmental activities and each major fund of the Ramsey-Washington Metro Watershed District as of and for the year ended December 31, 2020, and the related notes to the financial statements which collectively comprise the Ramsey-Washington Metro Watershed District's basic financial statements, and have issued our report thereon dated April 26, 2021.

In connection with our audit, nothing came to our attention that caused us to believe that the Ramsey-Washington Metro Watershed District failed to comply with the provisions of the contracting and bidding, deposits and investments, conflicts of interest, claims and disbursements, and miscellaneous provisions sections of the *Minnesota Legal Compliance Audit Guide for Other Political Subdivisions*, promulgated by the State Auditor pursuant to Minnesota Statute § 6.65, insofar as they relate to accounting matters. However, our audit was not directed primarily toward obtaining knowledge of such noncompliance. Accordingly, had we performed additional procedures, other matters may have come to our attention regarding the Ramsey-Washington Metro Watershed District's noncompliance with the above referenced provisions, insofar as they relate to accounting matters.

This report is intended solely for the information and use of those charged with governance and management of the Ramsey-Washington Metro Watershed District and the State Auditor and is not intended to be, and should not be, used by anyone other than these specified parties.

Redpath and Company, Ltd.

REDPATH AND COMPANY, LTD.
St. Paul, Minnesota

April 26, 2021

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Protecting the long-term viability of district investments

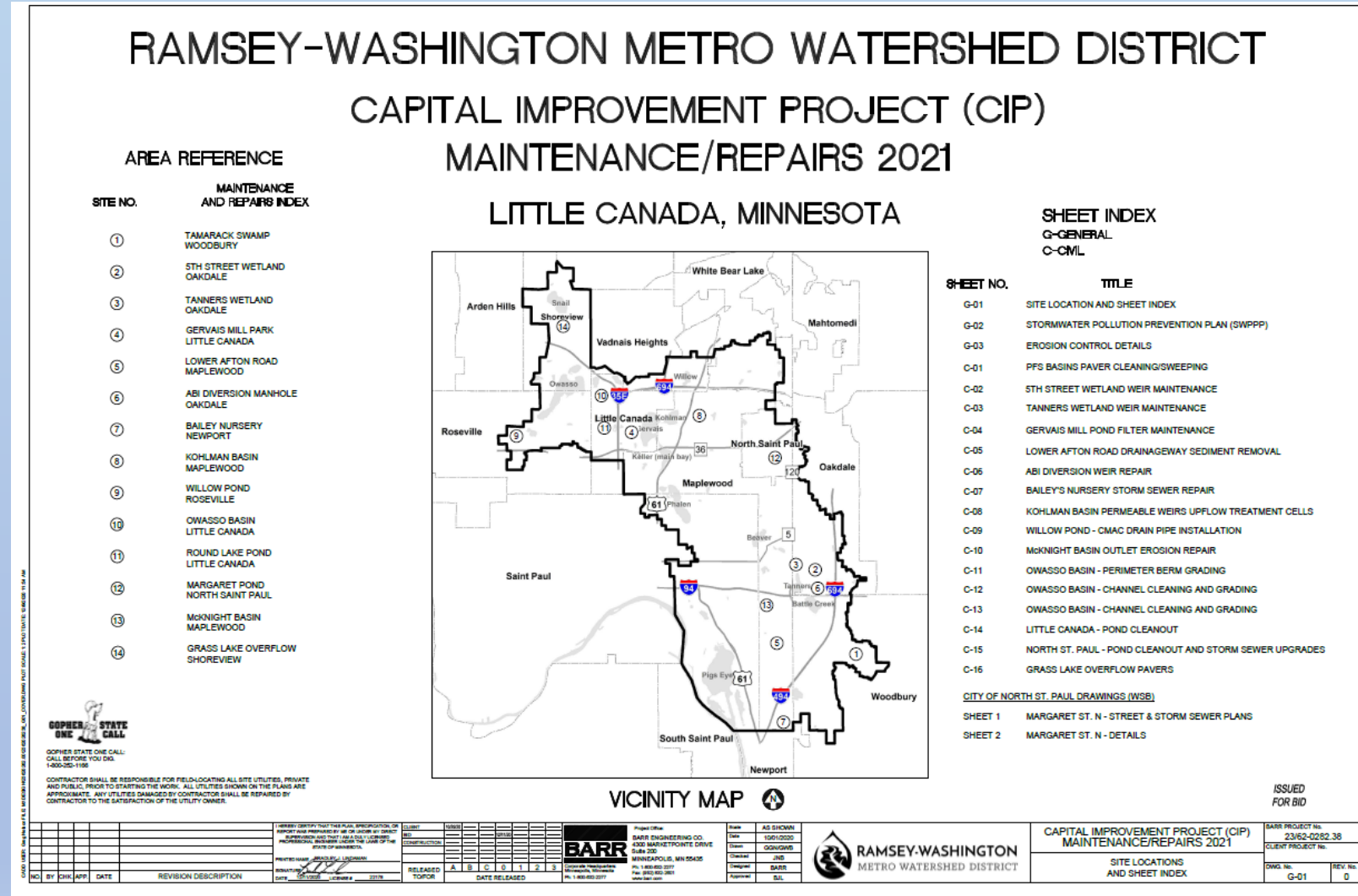
Ramsey-Washington Metro Watershed District

Dave Vlasin (RWMWD), Brad Lindaman (Barr)

May 5, 2021

History of CIP Maintenance and Repair Program

- Battle Creek Park – Project #1, Fish Creek, Owasso Basin... the list began to grow
- Inherited the Beltline in 1996
- Project list continued to grow...and so did the need for maintenance
- Began preparing an annual maintenance “package” around 1999



Partnership with local units of government on pond cleanout began about 10 years ago

Pond Cleanouts - RWMWD CIP2021



David Vlasin <david.vlasin@rwmwd.org>

To: mmaloney@shoreviewmn.gov; Tom Wesolowski (twesolowski@shoreviewmn.gov) (twesolowski@shoreviewmn.gov); Bill Dircks; Ryan Johnson; Steve Love (steve.love@maplewoodmn.gov); Doucette, Sharon (sdoucette@ci.woodbury.mn.us); Nick Fleischhacker; Blumer, Brett (brett.blumer@co.ramsey.mn.us); 'patrick.g.murphy@ci.stpaul.mn.us'; Chris Buntjer; **+10 others**
Cc: tina.carstens@rwmwd.org; Paige Ahlborg; Greg Nelson; Gareth W. Becker; Brad Lindaman; Dave Vlasin

Reply

Reply All

Forward



Fri 7/10/2020 2:29 PM

Hello,

It's time to start to thinking about your Stormwater Pond Maintenance, Winter work, CIP2021 and if any specific ponds of yours that might need a cleanout this winter.

RWMWD is again offering to manage your potential pond cleanouts within our district boundaries in our 2021 CIP Maintenance and Repair contract.

There are a few details that I can explain to individuals, if interested or have specific questions, but the gist to get started:

1. City identifies the pond(s) needed to be cleaned out (RWMWD can help assist)
 - o Pond MUST fall within RWMWD boundary.
2. Give me a Call or Email with interested ponds and/or questions before **Friday, September 4th**.
3. RWMWD/City Staff do a site recon.
 - o Determine possible logistics for individual sites
 - Site access
 - Are there current as-builds/original design drawings for pond?
 - Core/Survey work
4. Commitments to have pond cleanout added to RWMWD CIP on/or before **Friday, September 25th**.

What the City will need to pay for?

- All sediment core and lab work
 - o Roughly, \$1,500-\$2,000/Core.
 - o Pond size determines number of Core sample needed
- Removal of pre-determined Cu.Yd. of sediment/material. (plan-sets help determine this)
- Site Restoration (blanket only, RWMWD will provide seed)

What does the Watershed pay for?

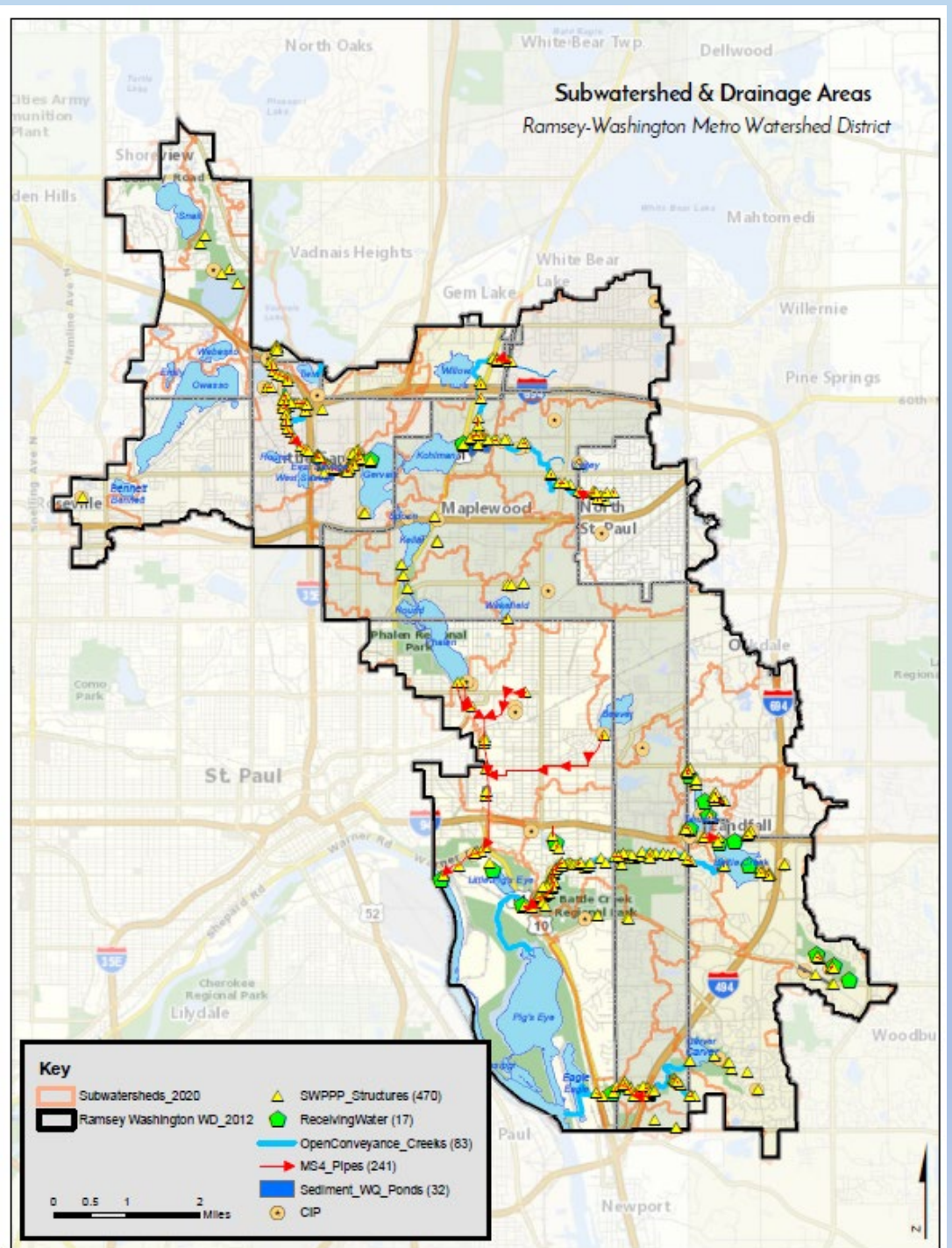
- Mobilization/Demobilization
- Inspections and keeping the contractor on track (though, it is nice to have city input and a spot inspection or two)
- Day to day site Logistics (expect an occasional call looking for guidance on how a city prefers XYZ)
- Native Seed – unless specified/requested from City.

The end goal is to all save a little cash money, with the larger contract, and get better water quality around the district at the same time.

Please do not hesitate to call with possible questions/concerns. Please forward this Email to the best contact of you might not be it.

Thank you,
Dave

System overview - district
CIPs, creeks, lakes, and
general areas of
inspections



district facilities and creeks inspected

District Facilities/CIPs

(38 currently)

Examples include:

- Owasso Basin
- PCU Pond
- Gervais Mill Pond
- NSP Urban Ecology Center
- West Vadnais Lake Outlet
- Keller Channel Control Structure
- Lake Level Stations
- +++

Creek Systems

- Gervais Creek
- Willow Creek
- Kohlman Creek
- Fish Creek
- Battle Creek
- Snake Creek

common issues and inspection frequency

- creeks – banks and bottom scour, debris (Bi-Annually)
 - CIPs
 - Pipes, control structures, trash racks, outlets, inlets, weirs, filters, ponds
- lakes – shorelines (no formal schedule - by referral, nearby sampling or other work)
- key inspection points (around 20) every two to three weeks and/or after a significant storm event.
- Beltline Interceptor – cracks, invert erosion, joint separation (Every 5 years)

inspection process

- 1-2 person field visits
- I.D. issue based on field observation, experience and judgment
- Photo document and record issue
- Assess urgency of repair
- Discuss with district engineer/decide on urgency and potential consequences of delay and/or disturbance to complete repair
- Include repair or maintenance on annual plan set

staff involved

- trash racks –water quality staff ...Eric ++ (though most staff will spot clean as they see something)
- creek inspections – Carrie and Dave, follow up by Gareth Becker (Barr) and/or Greg Nelson (Barr) as requested
- CIP – Dave/Gareth/Greg/Brad
- Barr Team
 - Greg Nelson (Senior Engineering Technician & Project Manager)
 - Gareth Becker (Project Engineer)
 - Brad Lindaman (Principal in Charge)

evaluating an issue

- Rarely is a maintenance item delayed or constrained by budget
- Issues are evaluated based on urgency and consequences
 - i.e. – fallen trees in a creek are not automatically an issue.
 - Or erosion, if not “active”, does not always present a problem.
- Disturbance required, urgency, and access issues are weighed against the need for the repair.
- Trash racks are cleaned by district staff, as they are physically able, or a contractor is hired.

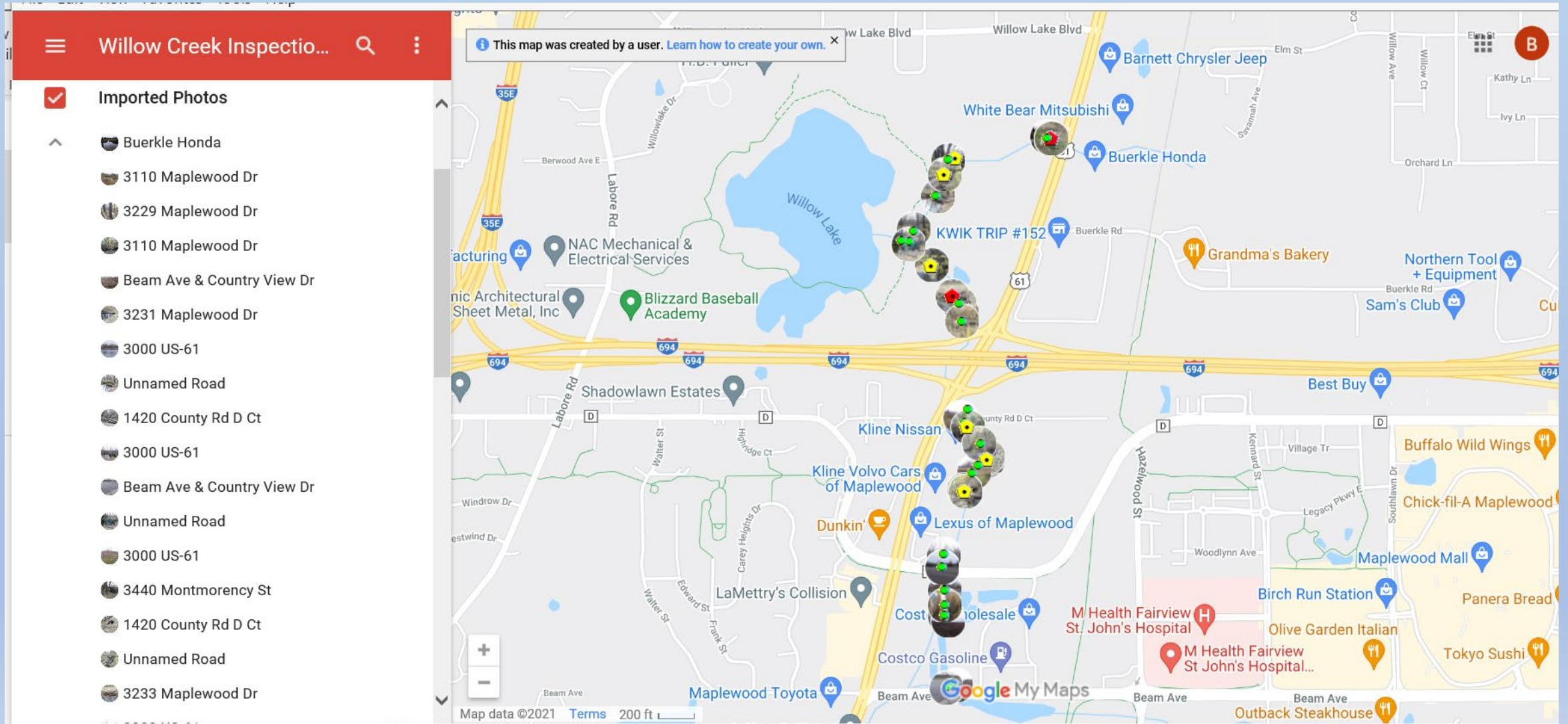
the process is on-going

- January – June – annual maintenance and repair project is usually underway
- March/April – depending on snowmelt and weather, key areas are inspected for debris and potential plugging of outlet trash racks and flow issues
- May/June/July/August –bi-annual creek system “walking”.
- July – wrap up annual maintenance project
- August/September –accumulate items for annual project and solicit interest to district municipalities for pond cleanouts
- October – prepare design and preliminary bidding docs/estimate
- November – board considers annual project/authorizes bidding
- December – awards contract
- January – contractor mobilize and begins work

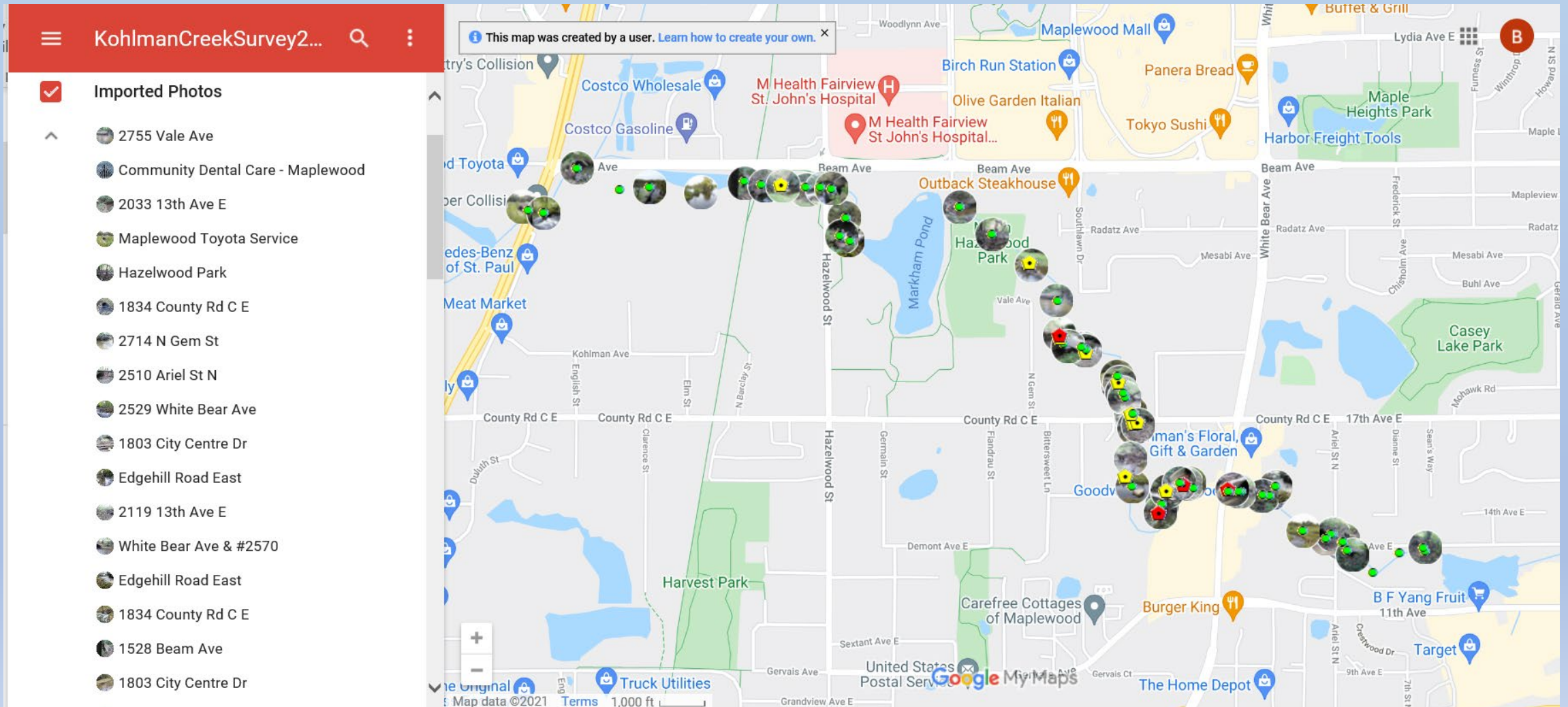
typical maintenance and repair activities

- Sediment removal
- Rock filter replacement
- Erosion repair
- Slope stabilization
- Clean out of permeable weirs
- Pipe/trash rack replacement and/or reinstallation
- Permeable paver cleaning
- Concrete patching of control structures and large pipes/tunnels

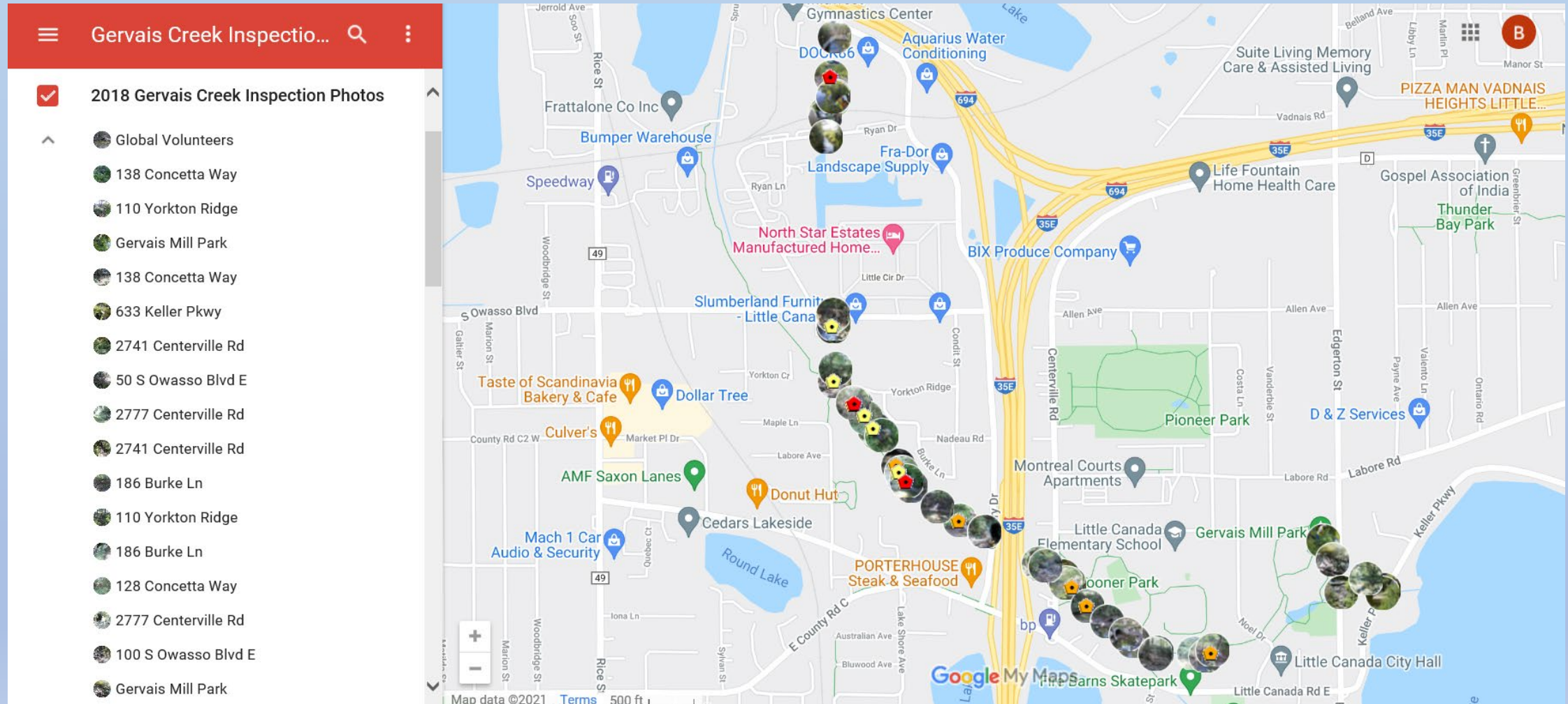
Willow Creek inspection points (2018)



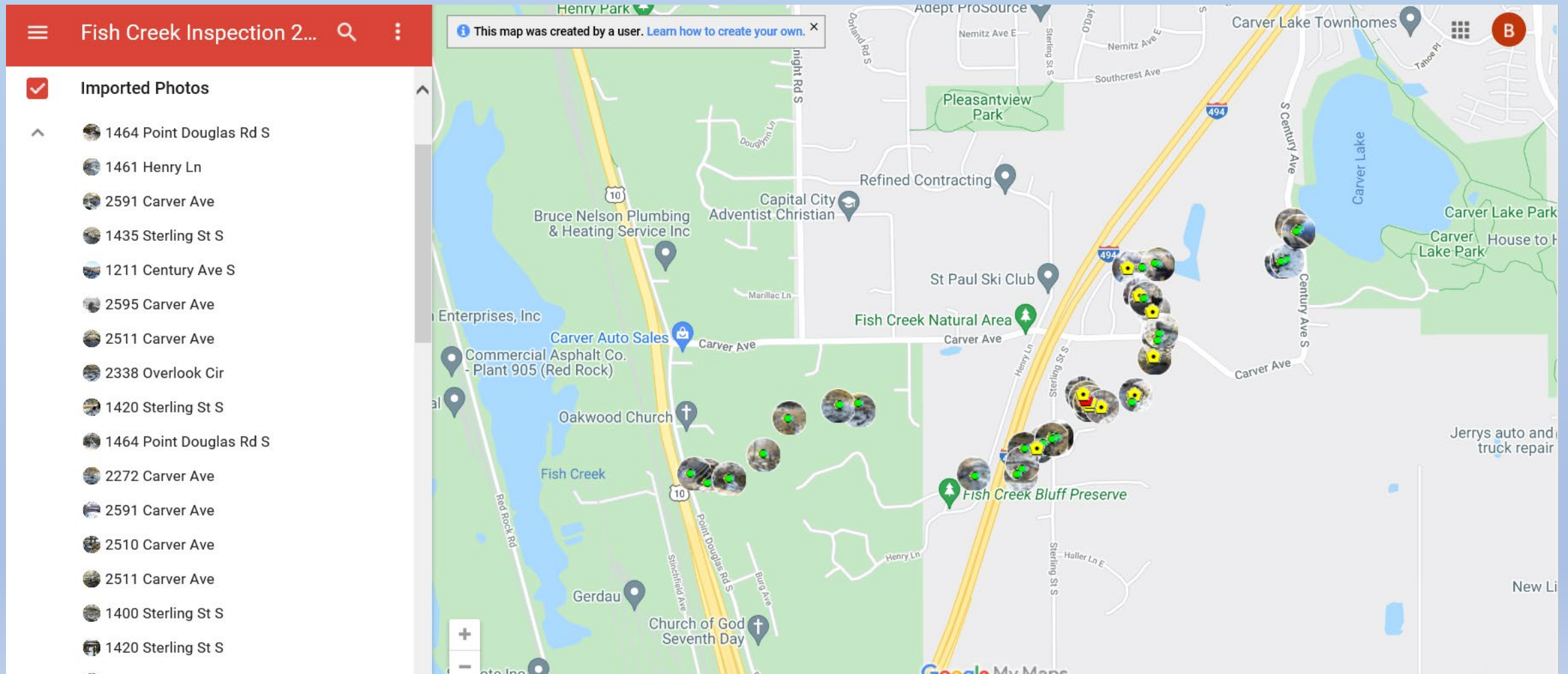
Kohlman Creek inspection points (2018)



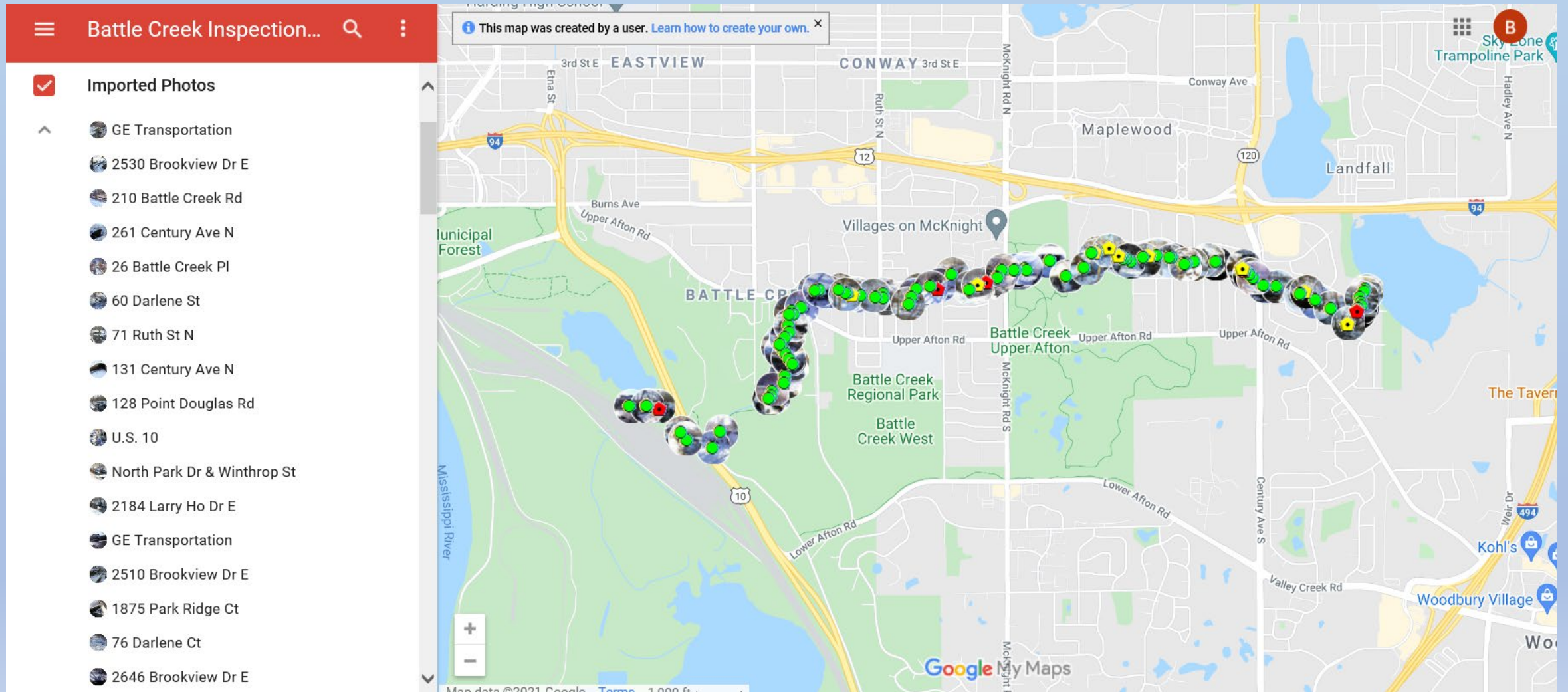
Gervais Creek inspection points (2018)



Fish Creek inspection points (2018)



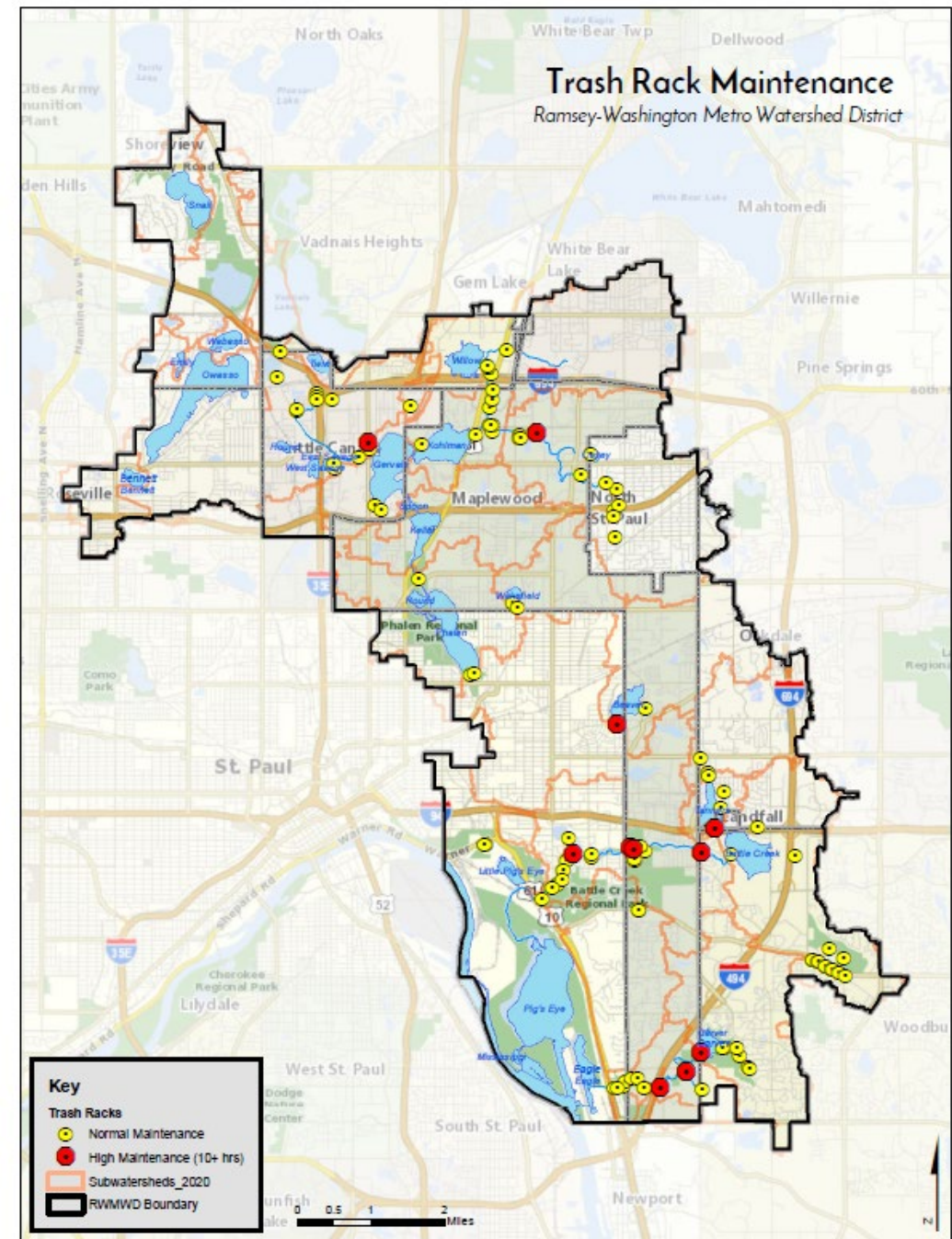
Battle Creek inspection points (2018)



2020 visits to key
problem trashracks

Visits	Site	Time Spent (Hours)
80	McKnight Basin Outlet	22.6
80	Fish Creek - Schlomka	17.6
80	Kennard	14.1
78	Markham Outlet	20.1
77	McKnight Central Pond	10.3
75	Nuns	12.5
75	Tanners Lake Out	10.6
74	Beaver Lake Out	12.2
74	Twin Drive	8.6
71	Upper Afton	15.5
70	Gervais Mill Pond Duals	13.7
65	Carver Lake Out	10.7
46	Kohlman Crk Wier	6.9
42	Battle Creek Park Parking Lot	4.2
42	7th Street	5
42	Ruth Street	4.2
41	Suburban Pond	4.6
29	Phalen E	5.1
29	Phalen W	4.7
27	Wakefield Lake Out	3.5

(All (~150) trash racks are checked at least once per year, but these are sites that require the most maintenance.)



stream bank erosion

- Should we repair/should we wait?



more creek inspections



more creek inspections



cattail “mats”

- Should we remove or should put on “watch list”



pre/post cleanout – cattail removal at
12b...(should we remove the fallen tree?)



trash rack cleaning



permeable weir plugging

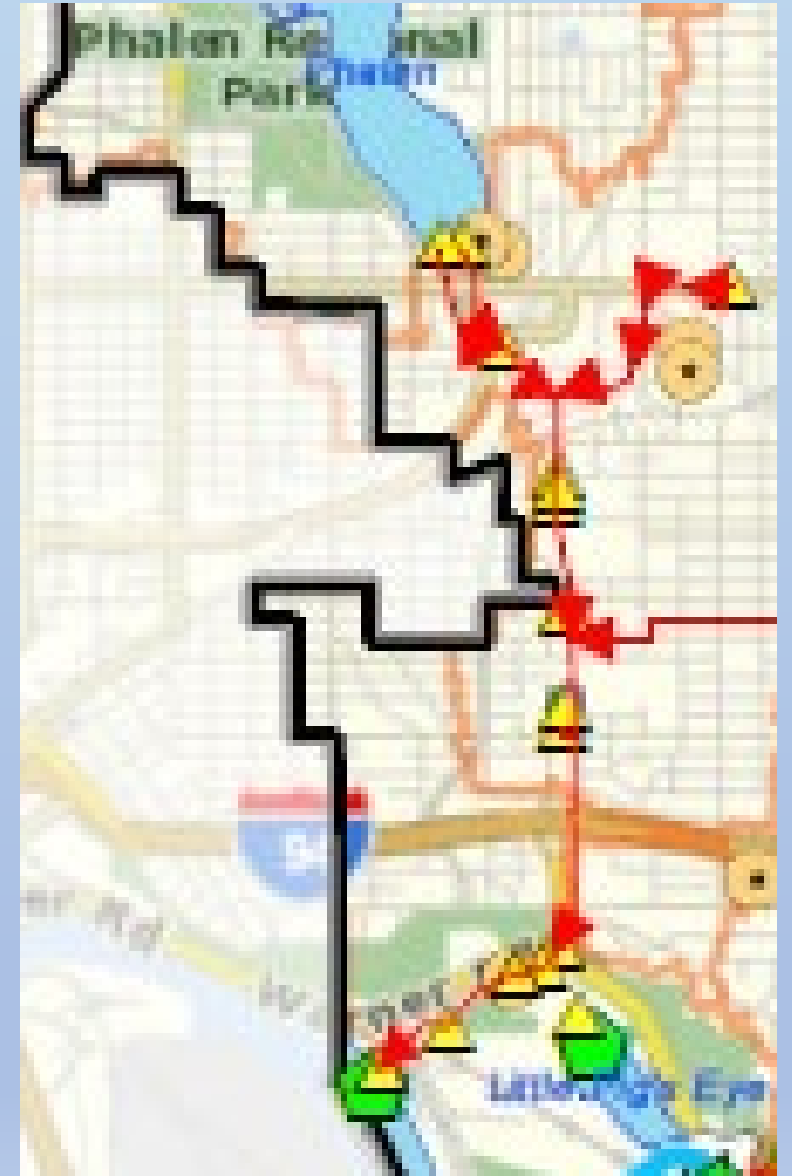


Kohlman Creek control structure/carp barrier



Beltline Interceptor

- Thorough inspection every 5-years
- Use NASSCO (national association of sewer service companies) standard method
- Repair project follows...



Thank you.

Administrator's Report

MEMO

TO: Board of Managers and Staff
FROM: Tina Carstens, Administrator
SUBJECT: May Administrator's Report
DATE: April 29, 2021

A. Meetings Attended

Monday, April 5	9:00 AM	North St. Paul FEMA Mapping Meeting
	12:00 PM	Metro-INET JPA Meeting
Tuesday, April 6	10:30 AM	Project Meeting with MnDOT
Wednesday, April 7	6:30 PM	April Board Meeting
Thursday, April 8	10:00 AM	ERP Outreach Efforts
Tuesday, April 13	6:30 PM	CAC Orientation Meeting
Friday, April 16	8:30 AM	MAWA Executive Meeting
	12:00 PM	Manager Eisele re: Permitting and Modeling
Monday, April 19	3:00 PM	TH 5 Project Meeting with MnDOT
Thursday, April 22	8:30 AM	MAWA Committee – MAWD Handbook Update
Monday, April 26	10:45 AM	Audit Exit Meeting
Tuesday, April 27	1:00 PM	Metro WBIF Meeting with Administrators
Wednesday, April 28	1:30 PM	Twin Lake Shoreline Project Bid Opening
Thursday, April 29	1:00 PM	Resident Meeting re: Victoria Shores Permit

B. Upcoming Meetings and Dates

June Board Meeting	June 2, 2021
CAC Meeting	June 8, 2021
WaterFest	June 19-27, 2021
July Board Meeting	July 7, 2021
Metro MAWD	July 21, 2021
August Board Meeting	August 4, 2021
September Board Meeting	September 1, 2021
CAC Meeting	September 28, 2021
October Board Meeting	October 6, 2021
Metro MAWD	October 20, 2021
CAC Meeting	October 26, 2021
November Board Meeting	November 3, 2021
December Board Meeting	December 1, 2021
MAWD Annual Meeting	December 2-4, 2021
CAC Meeting	December 7, 2021

C. Ramsey County Permitting Follow-Up

I have reviewed the current access agreement format and highlighted areas that would need to be amended to fit a general permit. That feedback has been shared with Ramsey County staff for review and comment.

D. Twin Lake Association Meeting

Twin Lake Association president, Burt Johnson, requested that District staff meet with residents on the lake to discuss water quality on Twin Lake, shoreline restoration, and other lakeshore ownership and management topics. Several District and Barr staff will be part of the conversation with the association on May 10th. This will be a virtual meeting using Zoom.

E. COVID-19 Back to the Office Plans (Staff and Board Meetings)

Through an informal email survey and discussions with other administrators at various meetings, I have compiled some information for you to consider as I propose a tentative back-to-the-office plan. I spoke mostly with administrators of watersheds in the metro area with a similar staff size or larger. I received feedback from watersheds that own their buildings and those that house their staff in city buildings, which means their decision-making level was different and offered a city's perspective.

Overwhelmingly, I heard from administrators that they are looking at the decision to go back to the office "full time" in a conservative way. They don't see a rush to get everyone back in the office. Aside from the fact that staff misses being in the office together, administrators have seen that staff can be productive and effective with the work from a home model and want to be sure that decisions to be back to the office mesh well with the current pandemic situation.

At this time, the general thought is that it would be fall (with many saying right after Labor Day) when they would target staff to be back in the office in a more consistent way. But nearly every administrator is aware that new work from home policies needs to be in place to allow staff flexibility to do more work from home. Of course, all of this is based on current guidelines and may need to be adjusted as the months go on. One larger watershed is targeting the end of the year for their full-time back-to-the-office plan.

One watershed administrator shared his plan to phase in the back-to-the-office plan that I found a nice way to move forward. In their case, the staff is welcome to come back to the office at their discretion starting on July 1. They will use the months of July and August as a transition period to allow all staff to get adjusted to a return to the office. Then starting on September 7th, staff will return to the office "full time." Again, before that time in

September, guidelines on working offsite will be developed to accommodate a post-COVID work environment. Allowing for this transition time gives staff time to prepare as the transition back to the office full time will be a change after 18 months of working from home.

As for Board meetings, that will likely follow a different timeline for many districts. There is recognition from administrators that online meetings have benefits and provide great accessibility to the public. As we have discussed, other watersheds are looking at ways of carrying that forward into the future as well. Some watersheds are waiting to bring their boards back in person until the office is opened and staff is back full time in the fall.

Others consider a hybrid meeting approach with the board and administrator being together in person, but other staff and visitors would be viewing and participating in the meeting online. The way this would work is the board room is equipped with one camera that would be showing the full table, and the microphones on the table would pick up the sound. I would start a zoom call and project that on the board room screens. The board would have one box on the screen – each board member would not be shown. There may be times when it is hard to distinguish which board member is speaking. Staff and visitors would be seen on the Zoom call and board room screens when talking.

If you aren't aware, the ability to have a fully online board meeting, with all board members attending virtually, is currently provided for as part of the Emergency Order declared by the Governor in March of 2020. When that order is rescinded, it may be a requirement that everyone needs to meet in person if an exception isn't provided. Even when that is the case, the board could consider the hybrid approach to not bring the public together in our small meeting room space and limit the number of people around the table. Keep in mind that likely masks and social distancing will be required in the building as recommended by the CDC and MDH. This guidance, though, could change by this time. I would suggest that if the board desires to hold their meetings together, in person, that we pilot the hybrid method at our July meeting.

As for other meetings held in our building, such as the CAC meetings or meetings with outside partners like project meetings, those will likely continue to be virtual even after staff is back to the office full time. Staff sees many benefits of holding these meetings virtually and are the lowest priority for returning to an in-person format.

F. Watershed Based Implementation Funding (WBIF) and MAWD

Manager Swope attended the latest Metro MAWD meeting and wanted to share the presentation given by the MAWD Executive Director, Emily Javens. (see attached) The presentation was on the Metro WBIF program administered by BWSR. As I have updated in the past, this program has gone through two pilot iterations of determining how the money allocated to the metro area is divided amongst the water stakeholders and which stakeholders should receive that money.

In non-metro areas where comprehensive watershed management is not as widespread, the One Watershed, One Plan (1W1P) program aims to bring together the stakeholders to prioritize projects. Those 1W1P areas are given funds from BWSR to implement those projects. The Metro WBIF program is meant to provide funding in the same way but recognizing that the watershed plans meant the intent of the 1W1P and, therefore, a separate 1W1P process is not needed.

The Minnesota Association of Watershed Districts (MAWD) has been working with Metro MAWA (Minnesota Association of Watershed Administrators) to provide feedback and offer a long-term solution for how this program is administered. This solution is targeted at addressing the concerns of watersheds from the two pilot years and the lack of input from the program's stakeholders. For instance, in the FY 20-21 pilot, SWCD's were deemed eligible for the funding if they submitted an annual work plan that didn't have the same requirements as watershed plans. Also, under the current guidelines, cities would be eligible for watershed-based funding. MAWD's position is that metro watersheds already go through a comprehensive planning process involving all stakeholders, including the cities, counties, residents, and state agencies. BWSR approves the plan after a lengthy review process. Stakeholder priorities and input as it relates to watershed management are reflected in our watershed plans. WBIF should fund the projects called out in our plans and not require a messy process, including all the stakeholders involved in our work in a redundant process.

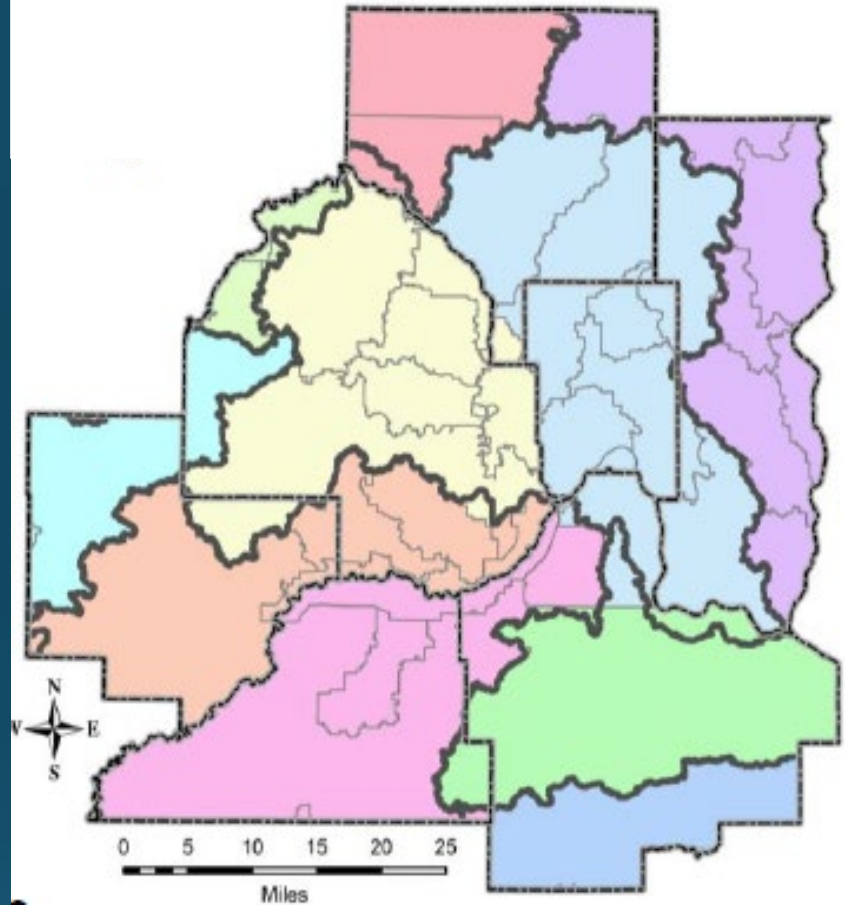
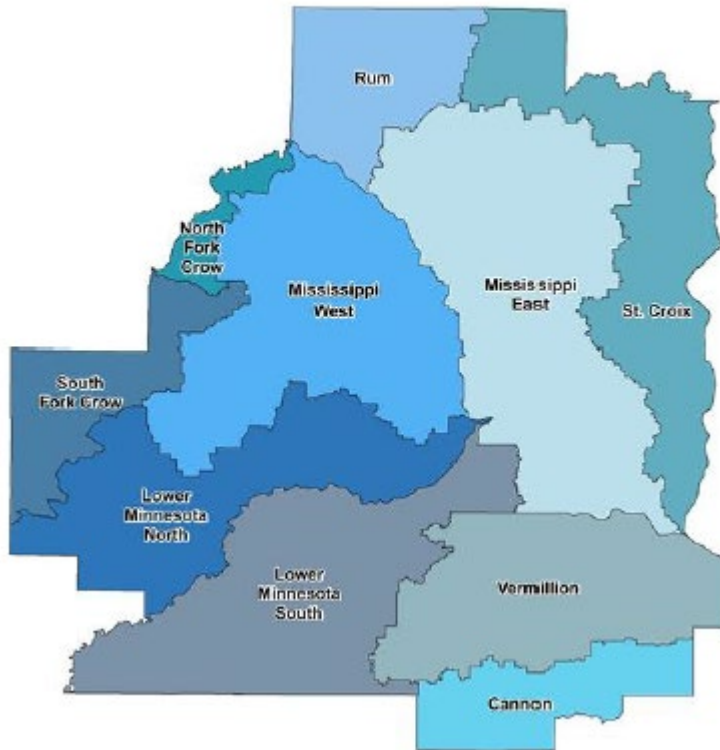
As you will see in the attached presentation, there have been many meetings between BWSR and administrators with the help of Emily to discuss this. BWSR has aimed to collect feedback from us, and now MAWD/MAWA is taking it a step further and providing what we feel is a solution that meets the goals of BWSR, WBIF priorities, and the water sources themselves.

This week administrators met with Emily to draft a WBIF Policy Recommendation and Matrix that can be sent to BWSR for reaction. Those documents are currently in draft form

and won't be finalized before this packet is completed. It is anticipated that the final documents and a letter to BWSR will be done in time for the MAWD board meeting held on Monday, May 3rd. If the MAWD board approves that letter and document, they will ask the metro MAWD member boards to review the information and send their support to the BWSR board. As soon as I have the completed document from MAWD, I will email it to the board, and those documents can be included in the packet for discussion at the meeting.

I know a lot is going on here with this process, and we can have more discussion on it at the meeting, and I can answer questions for you.

**Twin Cities Metro Area Allocation Map for the
Watershed-based Implementation Funding Program**



Metro Watershed Based Implementation Funding

April 20, 2021, Metro MAWD

Historical Context - LGWR

- 2011 – Local Government Water Roundtable (LGWR)
 - Introduced legislation to make changes to allow Comprehensive Local Water Management (CLWM) to be conducted on a watershed basis instead of a county boundary.
- 2013 – LGWR
 - “Long-term predictable state funding should be provided for implementation of actions identified in watershed-based plans.”
- 2016 – LGWR Funding Workgroup Policy Paper
 - In the Twin Cities metropolitan area, mandatory planning has been required since 1982. Since these plans exceed what is expected of a 1W1P, at this time they are not anticipating going through the 1W1P process. However, their comprehensive watershed management plans are in need of predictable funding from the state.
 - Seven County Metro Area Collaborative PTM Plans (prioritized, targeted, and measurable) should receive Comprehensive Watershed Implementation Block Grants.
 - Collaborative PTM Plan: A plan for watershed management activities that are prioritized, targeted and measurable that is developed by using the existing comprehensive watershed management plans that exist in Counties of the Seven County Metro Area.

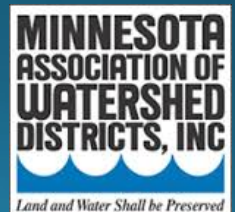
April 20, 2021, Metro MAWD



Historical Context - Clean Water Fund – Watershed Based Implementation Funding Pilot Program

- FY 2018-19 CWF - Watershed-based Funding Pilot Program
 - Allocation made to County based convene group of LGUs
 - Collaborative or competitive
 - Funding distribution formula
- FY 2020-2021 CWF- Watershed-based Funding Pilot Program
 - Allocation made to watershed based convene group of LGUs
 - Collaborative or competitive
 - Funding distribution formula
 - SWCD Annual Work Plans became eligible

April 20, 2021, Metro MAWD



WBIF Work since January 1, 2021

- January 28 – Metro Administrators Meeting on WBIF
- February 2nd - BWSR & MAWD Discussion WBIF-Part 1 (Metro Administrators)
- March 11th - MAWA Spring Meeting (Metro/Region III) Breakout Session on WBIF
- March 23rd - BWSR & MAWD Discussion WBIF-Part 2 (Metro Administrators)
- April 1st – Region III - BWSR & MAWD Listening Session
- April 12th – BWSR Launches WBIF survey (due April 23rd)

April 20, 2021, Metro MAWD



MAWD/MAWA Uses Unified Voice to Propose Solution to BWSR

- *Only projects identified in state approved, locally adopted comprehensive, multi year 103B plans are eligible for watershed-based funding.*

NOTE: This is also in alignment with:

- *Session Law that allocates watershed-based funding*
- *BWSR Guiding Principles on watershed-based funding*
- *Efficient and effective comprehensive watershed-based management strategies that put value on local stakeholder input*

April 20, 2021, Metro MAWD



BWSR Proposes Ideas to Stakeholders

A - Allocate funding to 10 Metro Watershed Areas (based on private lands/public waters)

- Same allocation areas as Pilot #2
- All eligible entities would need to meet and decide on a list of activities → **NOT EFFICIENT**
- Recommendation from local governments through the Metro Forum discussions

B - Allocate funding to 33 Metro watershed areas (based on private lands/public waters)

- All eligible entities would need to meet and decide on a list of activities → **NOT EFFICIENT**

C - Allocate funding to all eligible Metro entities (based on private lands/public waters or similar formula)

- Each entity would receive a certain amount of funding to be used on eligible activities
- **ELIMINATES PRIORITIZATION AND WATERSHED-BASED PLANNING**
- Note the funding could be used in collaboration with other entities
- Could also alternate funding so ½ Metro receives funding during a biennium and the other ½ receives funding the following biennium to increase project dollars.
- Similar to Mississippi East (Pilot #2)

D - Competitive RFP process for Metro WBIF

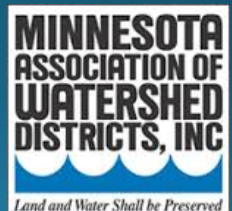
- Eligible entities submit proposals to BWSR who would use criteria to determine funded activities
- **COMPETITIVE**

E - Allocate funding to Metro areas based on Watershed Basins (e.g. Upper Mississippi, St. Croix, Minnesota)

- All eligible entities would need to meet and decide on a list of activities → **NOT EFFICIENT**

F. Only projects identified in state approved, locally adopted comprehensive, multi year 103B plans are eligible for watershed-based funding.

April 20, 2021, Metro MAWD



MAWA / MAWA Proposal

Only projects identified in state approved, locally adopted comprehensive, multi year 103B plans are eligible for watershed-based funding.

- Grants should be distributed to WDs and WMOs for implementation.*
- Projects may be the work of any local government identified in the WD/WMO plan and includes SWCDs, counties, or cities.*

→ **WATERSHED-BASED PLANNING USED**

→ **LOCALLY-ADOPTED WITH SIGNIFICANT STAKEHOLDER INPUT**

→ **APPROVED BY THE STATE BWSR BOARD**

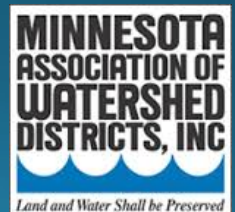
→ **EFFICIENT USE OF GOVERNMENT TIME**

→ **PRIORITIZED, TARGETED AND MEASURABLE**

→ **NON-COMPETITIVE "FUND THE PLAN"**

- A simple process was proposed to BWSR detailing how non-WD/WMO entities could request their projects be added to comprehensive watershed plans if not already included.*

April 20, 2021, Metro MAWD



Next Steps

- Metro administrators are submitting an analysis of these proposals to BWSR (meeting next week to discuss)
- MAWD to write letter to BWSR
 - Will ask metro MAWD members to sign onto letter

How you can help

- Discuss watershed-based funding at May board meetings
- Notify Emily if your board elected to sign onto the letter
- Letter will be sent in June to BWSR

April 20, 2021, Metro MAWD



MAWD Plan for improved feedback loop

1. MAWD listens to both BWSR, MAWD members and clears up any misunderstandings (2017-2021)
2. MAWD serves as a liaison between BWSR and MAWD members when members don't have concerns (2017-2021)
3. MAWD started weekly meetings with BWSR Executive Director to discuss issues more regularly (2020-2021)
4. MAWD increases communication with BWSR watershed representatives. (2020-2021)

MAWD Plan for improved feedback loop

5. MAWD alters process for giving stakeholder input (2021)
 - a. MAWD set up pre-BWSR Listening Session meetings to get one unified message to relay in feedback sessions.
 - b. MAWD announces administrators will wait to give feedback until after the stakeholder meeting since no materials were provided in advance of the meeting.
6. MAWD calls a meeting with the BWSR Board President and Executive Director, MAWD President and Executive Director, BWSR Board Representatives, and MAWA President to discuss concerns (2021)

April 20, 2021, Metro MAWD



MAWD Plan for improved feedback loop

7. MAWD raises concerns about BWSR service to watersheds in a public BWSR Board meeting (March 2021)
 - a. MAWD Members don't feel heard.
 - b. MAWD Members don't feel understood.
 - c. MAWD Members don't feel like a priority.
8. MAWD starts attending BWSR committee meetings as available. (March 2021)
9. MAWD starts working with MAWA to review BWSR board packets for changes to water management policies. (March 2021)

April 20, 2021, Metro MAWD



MAWD Plan for improved feedback loop

10. MAWD recommends tabling of a BWSR policy decision regarding One Watershed One Plan when watersheds thought the policy decision would negatively impact efficient watershed management. (March 2021)
11. MAWD will write a letter to the BWSR Board about metro watershed-based funding and ask individual watershed districts to sign on (April – May 2021)
12. Next steps?

Minnesota Association of Watershed Districts Policy Analysis and Recommendations Metro Watershed Based Implementation Funding

Introduction and Purpose:

The Board of Water and Soil Resources (BWSR) has been piloting options for long term funding through its watershed based implementation funding (WBIF) program for the metro area, as it moves away from competitive based funding for clean water projects.

This paper analyzes those policy options using criteria established by the Board of Water and Soil Resources, Minnesota statutes and the Local Government Water Roundtable (LGWR) – including that state funds be provided in a streamlined, efficient, predictable manner for prioritized, targeted and measurable clean water implementation at a watershed scale.

Policy Recommendation:

Based on the analysis, the Minnesota Association of Watershed Districts (MAWD) finds that the policy option that best meets these stated goals is:

Funding distributed to organizations with state approved comprehensive, multiyear 103B watershed management plans that deliver on multijurisdictional priorities at a watershed scale.

Policy Parameters:

1. Portions of the metro that are within a One Watershed One Plan (1W1P) should be funded through the 1W1P program and NOT through the Metro WBIF. Specifically, the North Fork Crow River, South Fork Crow River, Rum River, Lower St. Croix River and North Cannon River within the metro should be funded through their respective 1W1P.
2. The remaining metro area should have grants distributed to the 23 water management organizations (WMO) wholly located within the metro for implementation.
3. Projects may be the work of any eligible local government identified in the WMO plan (including soil and water conservation districts, counties, or cities), or subsequently integrated into the WMO plan through the well-established planning processes outlined in MN Statute 103B.

Background and Context:

Local Government Water Roundtable:

In 2013, the Local Government Water Roundtable (LGWR) Comprehensive Water Planning and Management Policy Paper recommended that, *“long-term predictable state funding should be provided for implementation of actions identified in watershed-based plans.”*

The 2013 Policy Paper outlined that, *“the funding mechanisms should allow streamlined administration to maximize efficiency, minimize redundancy, and prevent duplication of efforts.”*

In 2016, the LGWR Funding Workgroup Policy Paper found that:

- *“When the voters of Minnesota approved the Clean Water, Land and Legacy Amendment to increase sales tax, they did so with the intent that actions would take place that would result in cleaner water.”*

- *“Once implementation strategies are developed it is imperative that funding is aligned to be distributed to implement actions effectively.”*
- *“More predictable funding for implementation will make it more likely to achieve progress on the goals of clean water which the citizens of Minnesota supported.”*
- *“Watershed management is an effort that takes time and would benefit from a more stable base of funding than is provided through current grants.”*
- *“In the Twin Cities metropolitan area, mandatory planning has been required since 1982. Since these plans exceed what is expected in 1W1P, at this time they are not anticipating going through the 1W1P process. However, their comprehensive watershed management plans are in need of predictable funding from the state.”*
- *“Long-term, predictable state funding should be provided in the form of Comprehensive Watershed Implementation Block Grants (CWIBGs) for management and implementation of actions identified in comprehensive watershed management plans.”*
- *“A new funding mechanism should . . . be resource driven where strategies and actions identified in the comprehensive watershed management plans drive what gets done.”*
- *“The most significant question remaining for the Metro is how future state funds could be equitably and more efficiently distributed, both for planning and implementation.”*

Board of Water & Soil Resources Watershed Based Implementation Funding Pilot:

The Board of Water and Soil Resources has established pilot watershed based implementation funding programming in the metropolitan area. Based on BWSR literature, these pilot programs are intended to:

- Ensure a simplified administrative process;
- Be driven by locally led collaboration;
- Provide reliable support for local water management;
- Be prioritized, targeted and measurable; and
- Depend on comprehensive watershed management plans to address the largest pollution threats and provide the greatest environmental benefit to each watershed

Stakeholder Engagement in BWSR Watershed Based Implementation Funding Pilot:

Pilot programming for watershed based implementation funding was implemented in the 2018-2019 and 2020-2021 biennium as a means to developing best practices for the long-term sustained implementation of WBIF.

Throughout that time metro watershed management organizations have repeatedly provided critical insight, feedback, and concrete policy guidance to BWSR based on real world experience with implementing the pilot programs; measured against the stated goals of BWSR – stemming from prior recommendations from the LGWR.

In addition to consistent feedback regarding the lack of specific and measurable goals, opaque process, and inconsistent communication from BWSR to stakeholders; metro watershed management organizations have repeatedly recommended that BWSR’s “watershed based” funding program be truly

watershed based – relying on metropolitan watershed management plans – in order to achieve policy objectives of:

- Ensuring a simplified administrative process;
- Being driven by locally led collaboration;
- Providing reliable support for local water management;
- Being prioritized, targeted and measurable; and
- Depending on watershed management plans to address the largest pollution threats and provide the greatest environmental benefit to each watershed

In response to feedback, BWSR has communicated that the watershed based funding pilot program “*is truly a pilot program,*” and that it was committed to working with local government partners to leverage the feedback and learning gathered through the pilot process. Unfortunately, to date the consistent recommendations from metro watersheds have not been meaningfully or transparently integrated into BWSR’s policy evaluation or decision making.

From the beginning, and throughout the pilot program, metro watersheds have repeatedly pleaded with BWSR to:

1. Articulate how the pilot programs are being measured relative to the stated policy objectives;
2. Communicate those data driven findings to stakeholders;
3. Identify criteria being used to evaluate the many policy options regarding the long term mechanics of watershed based implementation funding; and
4. Clearly communicate its analysis and findings ahead of decision making regarding the long-term use of constitutionally dedicated legacy funding.

With ongoing concerns related to the lack of transparent communication and unclear frameworks for analysis by BWSR, MAWD has worked with metro watershed management organizations to identify and apply evaluative criteria to the various WBIF options to support a clear and focused policy recommendation to BWSR.

MAWD Analysis of BWSR Watershed Based Implementation Funding Policy:

Introduction:

For purposes of evaluating WBIF options MAWD has used the well-established public policy analysis framework below.

- Define the problem
- Assemble the evidence
- Construct the alternatives
- Identify evaluative criteria
- Project the outcomes
- Confront the tradeoffs
- Decide

Define the Problem:

For purposes of MAWD’s analysis, LGWR has already assembled evidence and defined the problem, that to achieve the clean water objectives voted on in the constitutional amendment, a source of *long-term predictable state funding should be provided for implementation of actions identified in watershed based*

plans – with funding mechanisms maximizing efficiency, minimizing redundancy, and preventing duplication of efforts.

Construct the Alternatives:

Throughout the implementation of the WBIF pilot programs a variety of alternatives have been identified. These are outlined in the attached policy analysis matrix (Attachment A), and include:

- A. Allocate funds by BWSR defined 10 Metro Watershed Areas.
 - a. Eligible LGUs meet in each of the 10 WS Areas to decide distribution of funds. *Used in FY2020-2021 cycle
- B. Allocate funds by BWSR defined 33 Metro Watershed Areas.
 - a. Eligible LGUs meet in each of the 33 WS Areas to decide distribution of funds.
- C. Allocate each eligible entity in Metro (WMO, SWCD, County, up to 47 entities) to fund each plan.
- D. Metro-wide competitive grant for all eligible entities.
- E. Allocate funds by BWSR defined 3 Metro Watershed Areas based on major river basins (MN, Miss, St Croix).
 - a. Eligible LGUs meet in each of the 3 WS Areas to decide distribution of funds.
- F. Allocate funds to each of the 33 Metro Watershed Management Organizations with approved plans. WMO/WDs decide the distribution of funds.
- G. Allocate funds to each of the 23 Metro Watershed Management Organizations with approved plans that are not part of a 1W1P. WD/WMOs decide the distribution of funds.

Identify the Evaluative Criteria:

To objectively evaluate the aforementioned WBIF options, a set of seven criteria were used drawing from BWSR policy and guidance, statute, and LWGR policy recommendations, which include.

- Projects are prioritized, targeted and measurable (PTM)
- The Plan is sufficiently cooperative and coordinated with cities, SWCD, and counties in the metro
- The process to distribute identify and fund projects, implement, and report is efficient and streamlined
- Work is PTM at a watershed scale
- Projects must be identified in a comprehensive watershed plan developed under 103B
- The Plan underwent a public agency review
- WBIF funds are a predictable source of funds

Project the Outcomes:

The evaluation of options A-G, using the aforementioned seven criteria are outlined in the attached policy analysis matrix (Attachment A). An executive summary of this analysis is provided below.

Watershed management planning processes outlined in MN Statute §103B.231 have proven, over 40 years of practice, to be one of the most effective single means of comprehensively integrating multijurisdictional water and land use planning – resulting in truly collaborative, prioritized, targeted and measurable water resource improvement strategies coordinated efficiently at a watershed scale.

As the LGWR acknowledged in 2016, the content requirements of these metro watershed plans exceed what is expected in 1W1P, and require meaningful collaboration with towns, statutory and home rule charter cities, soil and water conservation districts, state review agencies, the Metropolitan Council and the Board of Water and Soil Resources.

Following plan adoption, every single metro water management organization implements annual processes to maintain their comprehensive watershed management plans, through careful and intentional collaboration with agency partners at a local and regional scale, to integrate emerging issues, priorities, and management strategies identified within the watershed.

As needed, based on this routine and real-time level of locally led collaboration, watershed plans are amended to integrate adjusted priorities identified through partnership with cities, soil and water conservation districts, counties and others. These amendments are reviewed by all member towns, cities, counties, the Metropolitan Council, state review agencies, before ultimately being approved by BWSR.

This process, designed by the legislature, is explicitly designed to contemplate and integrate, at a watershed scale, the physical environment, the hydrologic system, and the policies and plans of all other agencies within the jurisdiction, in order to develop a comprehensive, prioritized, and targeted plan for measurable watershed improvement.

Juxtaposed against existing and proven processes in 103B, BWSR has promoted a new “convene” policy, which at its core invents a new regional governance framework and planning process ([Metro Area Watershed Based Funding Process](#)), accompanied with significant overhead and duplications beyond the proven metro watershed planning already in place.

BWSR’s proposal contradicts the established goals and policy recommendations of the LGWR to establish funding mechanisms that *maximize efficiency, minimize redundancy, and prevent duplication of efforts*; and BWSR’s own claim that, *“The efficiencies created by this change will benefit both organizations and landowners by streamlining processes, which will allow more projects to be implemented in a timely manner and ensure limited resources are spent where they are needed most.”*

103B watershed management planning exists today, under statute, as an efficient, streamlined process to integrate and prioritize water resource management at a multi-jurisdictional level – bringing city, soil and water conservation districts and county goals under one umbrella. It is unclear how developing new bureaucracy that exists in parallel with statute and rule already in place serves the stated objectives of LGWR, BWSR, or taxpayers, as it increases the overhead and process for local agencies beyond those that were previously required to seek clean water funds competitively.

If the state wishes to develop an efficient, streamlined, predictable source of funding for prioritized watershed scale implementation on a coordinated versus competitive basis, funding 103B watershed management plans completed under existing statute and rule is the alternative that achieves these goals.

Policy Recommendation:

Funding distributed to organizations with state approved comprehensive, multiyear 103B watershed management plans that synthesize multijurisdictional priorities at a watershed scale.

Parameters

1. Portions of the metro that are within a One Watershed One Plan (1W1P) should be funded through the 1W1P program and NOT through the Metro WBIF. Specifically, the North Fork Crow River, South Fork Crow River, Rum River, Lower St. Croix River and North Cannon River within the metro should be funded through their respective 1W1P.
2. The remaining metro area should have grants distributed to the 23 water management organizations (WMO) wholly located within the metro for implementation.
3. Projects may be the work of any eligible local government identified in the WMO plan (including soil and water conservation districts, counties, or cities), or subsequently integrated into the WMO plan through the well-established planning processes outlined in MN Statute 103B.

Evaluation Criteria and Policy Analysis:

1. Projects must be identified in a comprehensive watershed plan developed under 103B

- a. Metro WMOs have approved comprehensive plans that meet strict criteria, are comprehensive and have a significant public and agency input and review process.
- b. These plans are comprehensive in nature and by statute, multiyear (10 Years) and are based on the state mandated and established watershed boundaries within the metro area.
- c. The WMO identifies and considers all relevant plans and programs. Reviews any Water Resources and Protection Strategies (WRAPS) reports, Groundwater Restoration and Protection Strategies (GRAPS) reports, and County Groundwater Plans and local water management plans, SWCD Comprehensive plans developed for the area.
- d. 2016 LGWR Funding Workgroup Policy Paper stated, "Metro Area Collaborative PTM Plans (prioritized, targeted, and measurable) should receive Comprehensive Watershed Implementation Block Grants."
- e. Collaborative PTM Plan: A plan for watershed management activities that are prioritized, targeted and measurable that is developed by using the existing comprehensive watershed management plans that exist in Counties of the Seven County Metro Area.

2. Projects are prioritized, targeted and measurable

- a. Plans are required under 8410.0045 to identify priority issues in consideration of:
 - (1) water management problems, including prevention of future water management problems,
 - (2) funding levels; and

(3) regional, county, city, state, and federal water management priorities.

b. Priority issues must be evaluated, addressed, and prioritized in the goals and implementation sections of the plan.

c. Each plan or plan amendment shall contain specific measurable goals that address issues identified.

3. Plan underwent a public and agency review

a. WMOs consults with BWSR Board Conservationist to review the plan update process. Prepare to start the update process approximately 18-26 months prior to the expiration of the current plan to allow adequate time to gather priority concerns, write the plan, and meet the review timelines. Discuss public input ideas. Set a due date for update completion and work backward to develop an internal timeline.

b. WMOs engage committee(s) in the update process. The purpose of the committee(s) are to make recommendations on the issues identified in the plan (8410.0045, Subpart 2). Committee input is solicited and integrated regularly throughout the update process. WMOs have an advisory committee and/or other type of committee, or other public and technical participation.

c. WMOs notifies the required state review agencies, any county, city, township and soil and water conservation district within the watershed area, and MnDOT. The notice describes the initiation of the plan update and requests input on water resource information allowing 60 days for response.

d. WMOs develop a public input process that is WMO Board approved and acceptable to BWSR. At least one public input meeting is required, however, multiple public meetings are often held to explain the planning process, the goals of the plan, and to solicit meaningful input. Citizen surveys and workshops with interest groups are also often used for additional means to gather public input.

4. The plan is sufficiently cooperative and coordinated with cities, SWCD and counties in the metro

a. A simple process already exists in MN Rules 8410 detailing how WMOs entities can amend their plans to incorporate requests from the cities, counties and SWCDs to include projects be added to comprehensive watershed plans if not already included. WMOs will continue to seek input projects and priorities as part of our annual budgeting process to members of our Technical Advisory Committee.

b. BWSR already has a review process for the comp watershed plans (PRAP or complaint-driven) and therefore can identify shortcomings in coordination or implementation and enforce change. Plans may be amended periodically to include partner project and program requests. The amendment process includes review by BWSR and all state review agencies.

c. Metro WDs/WMO can utilize their existing Technical Advisory Committees (TAC) to assist in the prioritization of watershed projects funded through WBIF. The TAC will also provide input on the plan amendment process and keeping the WD/WMOs apprised of the latest implementation strategies and technology.

5. This approach will make the CWF/WBIF process more efficient and streamlined

a. LGWR 2013 Policy Paper stated, "The funding mechanism should allow streamlined administration to maximize efficiency, minimize redundancy, and prevent duplication of efforts."

b. Provides for the fewest number of grant agreements to implement the program

c. Provides a more consistent statewide approach to fund allocation, priority project selection and implementation.

d. Provides BWSR the best way to ensure WBIF is meeting state defined criteria.

e. The areas within the metro that are part of an existing 1W1P (Rum River, Lower St. Croix, North Cannon, and the Crow River) should be funded through the statewide 1W1P program and not through metro WBIF,

f. This would eliminate the duplication of areas included in a 1W1P. The metro WBIF allocations for these areas should be added to the 1W1P allocations and the partnership should receive ONE allocation from two sources. These organizations have already been funded to write a plan and should now work collaboratively to implement the plan like the rest of the state.

g. Metro Groundwater Plans should be funded from another source to reduce the confusion and redundancy of WBIF also be used for groundwater implementation. There are other groundwater programs that end up getting an allocation for surface water AND an allocation for groundwater due to this duplication of funding.

6. Predictable source of funds

a. LGWR Comprehensive Water Planning and Management Policy Paper in 2013 stated “Long-term predictable state funding should be provided for implementation of actions identified in watershed-based plans.”

b. 2016 – LGWR Funding Workgroup Policy Paper stated “In the Twin Cities metropolitan area, mandatory planning has been required since 1982. Since these plans exceed what is expected of a 1W1P, at this time they are not anticipating going through the 1W1P process. However, their comprehensive watershed management plans are in need of predictable funding from the state.”

7. Watershed Scale

a. Local Government Water Roundtable (LGWR) introduced legislation in 2011 to make changes to allow Comprehensive Local Water Management (CLWM) to be conducted on a watershed basis instead of a county boundary.

b. Under 103B a watershed means a drainage area with boundaries that are substantially coterminous with those of an aggregation of contiguous minor watershed units possessing similar drainage patterns and that cross the borders of two or more local government units.

Metro WBIF Options and Criteria Comparison

	1	2	3	4	5	6	7
Option	1) Projects must be identified in a comprehensive watershed plan developed under the 1W1P or 103B metropolitan surface water management frameworks or groundwater plans	2) Prioritized, Targeted and Measurable	3) In the Metro the plan underwent a public and agency review	4) The Watershed Plan is sufficiently cooperative and coordinated with cities, counties, & SWCDs in the watershed	5) The process to distribute funds, identify projects, implement, report, and measure results is efficient & streamlined	6) WBIF funds are a predictable source of funds to eligible entities	7) Planning and project implementation is completed on a watershed scale
Source for criteria	2019 Session Law. https://www.revisor.mn.gov/laws/2019/1/Session+Law/Chapter/2/	BWSR policy/guidance	MS 103B.231 & MR 8410	BWSR policy/guidance	BWSR policy/guidance	LWGR policy 2016	BWSR policy/guidance
A	Allocate funds by BWSR defined 10 Metro Watershed Areas. Eligible LGUs meet in each of the 10 WS Areas to decide distribution of funds. Used in FY2020-2021 cycle						
B	Allocate funds by BWSR defined 33 Metro Watershed Areas. Eligible LGUs meet in each of the 33 WS Areas to decide distribution of funds.						
C	Allocate each eligible entity in Metro (WMO, SWCD, County, up to 47 entities) to fund each plan.						
D	Metro-wide competitive grant for all eligible entities.						
E	Allocate funds by BWSR defined 3 Metro Watershed Areas based on major river basins (MN, Miss, St Croix). Eligible LGUs meet in each of the 3 WS Areas to decide distribution of funds.						
F	Allocate funds each of the 33 Metro Watershed Management Organizations with approved plans. WMO/WDs decide the distribution of funds.						
G	Allocate funds each of the 23 Metro Watershed Management Organizations with approved plans. WD/WMOs decide the distribution of funds.						

Scoring

Fully Meets Criteria
Partial Meets Criteria
Does Not Meet Criteria

Definitions

Comprehensive Watershed Plan	A plan that meets all the requirements under 1W1P or 103B including 5-10 year CIP, watershed assessments, program descriptions, public and agency review, etc. as described in MS & MR. This is consistent with 2019 Session Law for the funding.
Prioritized, Targeted and Measurable	Has the meaning as defined by BWSR in its guidance
Public and Agency Review	Has the meaning as describe in MS103B.231, Subd 7 Reviewing draft plan
Sufficiently cooperative and coordinated	Has the meaning as defined by BWSR in its guidance
Efficient & streamlined	This means the process to distribute funds, identify projects, implement, report, and verify is efficient & streamlined for both BWSR and the local eligible entities receiving the funds.
Predictability of Funding	Eligible entities know with a high degree of certainty when and how much funding will be delivered during the biennium.
Scale	BWSR has stated funding must be in a prioritize, comprehensive watershed plan. This only happens at certain scales, e.g. 1W1P (MS 103B.801), Metro plan (MS 103B.231 & MR 8410)

NOTES

BWSR defines Eligible Entities in the seven-county Twin Cities Metropolitan (Metro) Area as counties, watershed districts, watershed management organizations, soil and water conservation districts, and municipalities having a current state approved and locally adopted watershed management plan as required under §103B.231, county groundwater plan authorized under §103B.255, or soil and water conservation district comprehensive plan under Minnesota statutes

"Organizational" plan needs to be defined since BWSR uses this term to describe why watershed plans are not an adequate vehicle to plan and implement the work needed to meet comprehensive watershed management goals.

Options A-C and E can never fully meet the criteria because (1) not all eligible entities have a watershed plan under 103B, (2) is not a source of predictable funding to watersheds as it will vary by entity willingness to distribute by watershed need and not entity need to fund their own organizations, and (3) planning is not done at the watershed scale by all entities.

Main drawback to Option D is it's not a predictable source of funding and it does not promote collaboration at the local level.

Project and Program Status Reports

Memorandum

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

Response to questions about the district's XP-SWMM stormwater model- including its updates since 2014 and its use in district permitting activities

Note: A series of past technical memoranda detail each effort described below. If desired, these memoranda are available to the managers upon request.

2014–2016 model updates

In 2014, the district began updating the stormwater model to incorporate rainfall depths published in the National Oceanic and Atmospheric Administration's Atlas 14, Volume 8. The following tasks were also completed as part of the model updates:

- Verifying watershed boundaries (using 2011 topographic information from the MnDNR).
- Updating impervious surface assumptions (based on 2011 land-use conditions, using information from the University of Minnesota and the National Wetland Database on 2014 wetland coverage).
- Incorporating municipal storm sewer data and projects permitted by the district.
- Adding detail to the overland flow routes to better simulate floodplain areas.
- Developing an XPSWMM model for the former Grass Lake Watershed Management Organization Area. Before 2013, this area was not part of the district, and a stormwater model with the same level of detail as the rest of the district did not exist. This update combined the Grass Lake drainage area with the downstream model to accurately simulate the connections between Grass Lake, West Vadnais Lake, and downstream water bodies.

The updated model allowed the district to identify areas at risk of flooding, including areas not previously identified, and prioritize infrastructure improvement projects to address flood-prone areas.

Model validation—2017

In 2017, the district collected stage (water-level) data at 11 ponds, wetlands (including Grass Lake), and lakes and flow-rate data at five streams. The monitoring data were used to validate the district stormwater model by comparing monitored water levels to model-simulated water levels over the same period.

During this effort, only minor model updates to subwatershed boundaries were made as needed to more-accurately account for runoff routing to survey locations. For example, the existing watershed to the outlet of Fish Creek was subdivided to capture direct routing to the Fish Creek staff gauge monitoring location. The validated models were deemed to be acceptable by the MnDNR in 2018 as a part of the FEMA flood map update effort, described below.

Creation of districtwide flood risk maps—2018

The validated models were used to evaluate 2-, 10-, 25-, 50-, 100-, and 500-year flow rates (50%, 10%, 4%, 2%, 1%, and 0.2% probability of a flood event occurring in any year) and flood inundation extents throughout the district. As a part of this effort, the district created a series of flood-risk maps showing inundation extents and shared them with member cities for flood-risk mitigation planning. These maps have been helpful in communicating flood risk to developers considering projects in low-lying parts of the district and creating emergency response plans to reduce flooding risk to structures impacted during extreme storm events.



Figure 1: From 2014 to 2017, this graphic was used to describe the district's modeling work and plans for leveraging the model to identify and implement flood-risk-reduction projects throughout the district.

Model evolution—2018 to present

Twin Lake and Snail Lake

Twin Lake and Snail Lake have historically been landlocked lakes (lakes with no outlet). Water levels in landlocked lakes fluctuate depending on climatic and groundwater conditions. The lakes' two primary outflows are evaporation and net groundwater outflow, also referred to as "seepage". Due to the greater variability in the water surface elevations of landlocked lakes, the starting water surface elevation (called the "normal water level") to use in the model when evaluating the effect of the 100-year storm event for is established through a review of soils, vegetation, and long-term historical water levels. In the case of Twin Lake and Snail Lake, the model was run using 70 years of observed rainfall to

generate resulting water levels. Then, the water levels were statistically analyzed to calculate the water surface elevation corresponding to the 100-year water surface elevation. This methodology simulates how the lakes respond to past patterns of recorded rainfall over a wide range of climatic conditions.

The model was validated using historic lake-level data published on the Minnesota Department of Natural Resources' LakeFinder website for Snail Lake from January 1999 through December 2018 and Twin lake from July 2018 through November 2018. Photographs provided by Twin Lake residents were also used to estimate water surface elevations from January 1997 to December 2018.

Grass Lake area updates

Several RWMWD capital-improvement projects (bigger, regional projects that help mitigate flood risk) have been incorporated into updated versions of the model since 2017. These include the following:

- Grass Lake berm re-establishment
- Grass Lake improved, increased, and lowered outlet
- West Vadnais Lake lowered outlet
- West Vadnais Lake overflow bypass berm/route
- Raising of Gramsie Road—the culvert under Gramsie Road connecting the flow path from Grass Lake to Wetland A

MnDNR Federal Emergency Management Agency (FEMA) flood map updates

The modeling efforts described above have resulted in flood inundation maps that are more current (and more detailed) than the FEMA floodplain maps of the district. Consequently, beginning in 2018, district staff (at the request of FEMA and the MnDNR) has partnered with the MnDNR and FEMA to generate the information required to update the FEMA floodplain maps based on the most current version of the district's stormwater model. The model is currently in a review period through the end of April.

Permitting and the district's model

Development activities may change land use throughout the district; but the district permitting rules mitigate those changes, and in many cases, decrease flood risk and improve water quality conditions downstream. As described on the district's website, the aim of the district's permitting rules is to protect public health and welfare and the natural resources of the district by providing reasonable regulation of the district's lands and waters:

- 1) *To reduce the severity and frequency of flooding and high water*
- 2) *To preserve floodplain and wetland storage capacity*
- 3) *To improve the chemical, physical, and biological quality of surface water*

- 4) *To reduce sedimentation*
- 5) *To preserve waterbodies' hydraulic and navigational capacity*
- 6) *To preserve natural wetland and shoreland features*
- 7) *To minimize future public expenditures to avoid or correct these problems*

There have been two permitted projects in the Snail Lake subwatershed from 2016 through 2020. These involved filtration basins and a stormwater reuse system for irrigation. In addition, four cost-share projects were completed over this period, involving rain gardens and an infiltration basin.

Individual permit changes are typically not made unless they reflect a more significant change to the district (such as those described above for the Grass Lake area).

Project feasibility studies

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

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

PROPERTY SURVEY
MAY 24-JUNE 5
YOUR RESPONSE REQUESTED

RWMWD
Ramsay-Washington Metro Watershed District

The Ramsey-Washington Metro Watershed District and Barr Engineering Co. are completing a survey of lower elevation areas on residential properties near lakes, rivers, or streams as part of a drainage study.

What to Expect

The District's surveyors are requesting access to your outdoor property as part of this crucial work. Survey crews will not need access inside buildings. The Barr survey crew will be in your area sometime between May 24 and June 5. They will spend approximately 1 to 2 hours on your property. The surveyors will NOT enter your property without permission.

How to Give Consent

Follow **one** of the three options:

1. Text the code below to XXXXX to consent and receive updates when surveyors are onsite
2. Fill out and mail back the attached form with your consent
3. Give verbal consent to staff when this flyer is dropped off

To consent to the survey and receive updates, text _____ to XXXX or return the attached form in the addressed envelope.

Questions? Email tina.carstens@rwmwd.org or call 651-792-7960

This period, Barr created the notification letters that will be sent to commercial, institutional, and multi-unit properties announcing upcoming survey activities planned for early May. Barr and district staff also created a flyer (see image at left) that will be delivered to single-family homes to explain the work and allow residents to consent to surveyors accessing their properties. These flyers will be distributed in mid-May in anticipation of surveying planned for late May/ early June.

If we are unable to gain consent for access from a single-family resident, Barr will rely on site LiDAR (light detection and ranging) elevations to develop site-specific emergency response plans. Non-single-family homes will be surveyed unless property owners, after receiving the notification letter, request that the survey not take place.

In some cases, survey findings may suggest that larger, more regional projects should be evaluated further in other 2021 flood damage reduction feasibility studies in the Kohlman Creek and Willow Lake subwatersheds as well as in the Ames Lake area.

Federal Emergency Management Agency (FEMA) flood mapping updates (Barr project manager: Brandon Barnes; RWMWD project manager: Tina Carstens)

The purpose of this project is to use the RWMWD's updated stormwater model to develop information required to update the FEMA floodplain maps. Minnesota Department of Natural Resources (DNR) grant funding is being used.

Barr attended a March 5 meeting, facilitated by the DNR, which was an opportunity for city representatives and floodplain managers to see the draft inundation extents and for the DNR to clarify the process of updating the FEMA flood maps. The meeting served as the beginning of the comment period, which ends on April 30, during which the DNR will accept comments regarding the proposed modifications to the inundation extents. If comments are received, the DNR will address them.

On April 13, Barr submitted a memorandum summarizing previous submittals to the DNR. This memorandum is the final deliverable required as part of the grant agreement. Following the submittal, we will be available to help respond to comments or clarify information, if the DNR requests. This additional work would be covered by remaining grant funds.

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

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

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

Flood risk reduction projects that were described conceptually in the Beltline resiliency study will be evaluated in greater detail for both the Kohlman Creek subwatershed and Ames Lake area feasibility studies.

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

The purpose of this study is to evaluate the benefit-cost relationships of infrastructure changes that would remove habitable structures from the floodplain in this area. This study will be phased. The first phase (currently underway) involves communications with the City of Saint Paul about how to approach

flood management in this area, which involves both regional and localized flooding issues. The second phase (if pursued) will encompass reviewing potential pipe alignments, land acquisition costs, utility conflicts, permitting issues, and related design as well as construction and long-term maintenance costs associated with each alternative that achieves the project objective, as defined in partnership with the city. This study is a follow-up step from the Beltline Resiliency Study.

The Ames Lake area surveying work is being coordinated with the emergency response planning work described above. Survey elevations being collected include the low opening and low adjacent grade near each structure considered to be at risk of flooding based on our review of the LiDAR data. This information is needed to provide more accurate elevations than those estimated from LiDAR to determine which structures within the flood zone warrant more attention.

This period, Barr began modeling efforts in areas where low elevations have already been confirmed (or adjusted) through site surveys last fall. Other areas will be reevaluated after the remaining site surveys are completed in early June.

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

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

During April, we documented existing riprap and initial excavation areas. Now that hydrology for the area has stabilized, we are evaluating the potential for riprap removal and replacement with vegetated materials, as planned in the approved wetland replacement application, to meet the intent of the permit requirements. Barr is preparing for hydrology monitoring, which includes obtaining well materials and data loggers and coordinating monitoring efforts to begin well installation as soon as the access agreement allows.

Monitoring and vegetation maintenance will continue for the next three to five years, depending on the success of replacement.

Monitoring water quality/project monitoring

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

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

This period, Barr and the RWMWD continued to plan monitoring and maintenance efforts for the Willow Pond CMAC spent-lime filter in Roseville's Willow Pond Park. The current plan is to bring the filter online and begin monitoring the site in spring 2021. A drain for the manhole that housed the diversion valve

was installed in mid-April. Barr and the RWMWD continue to coordinate long-term monitoring of lakes, stormwater ponds, and watershed BMPs.

Research projects

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

The purpose of this study is to evaluate the potential effectiveness of aeration in shallow lakes by studying the effect of aeration in two smaller shallow systems (Markham Pond and Frog Pond) in detail during 2021 and 2022.

This period, Barr purchased equipment for installation and developed a more specific work plan for 2021 field activities, which are to begin in May. We completed the literature review that began in March and incorporated details into the work plan. The study will continue throughout 2021 and 2022.

Phalen Chain of Lakes changes in water quality (Barr project manager: Keith Pilgrim; RWMWD project manager: Bill Bartodziej)

The primary objective of this study is to develop an overall assessment of a number of at-risk or total maximum daily load (TMDL) lakes with respect to the magnitude of internal phosphorus loads, benefits of controlling internal loads, and potential internal-load mitigation approaches.

Recently, Barr provided a final round of review, analysis, and editing/input to in support of a publication being developed by RWMWD biologist Bill Bartodziej. Recent activity involved analysis of phosphorus and chlorophyll “a” data for Markham Pond and Casey Lake in the Kohlman Creek subwatershed.

Project operations

Automated lake monitoring systems (Barr project manager: Chris Bonick; RWMWD project manager: Eric Korte)

The purpose of this project is to install a system to monitor lake levels throughout the district and allow real-time transfer of data to the district’s website for public consumption. These stations are an outcome of the portion of the Beltline Resiliency Study that assists district staff in operating the Phalen Outlets and Keller Channel gates.

Physical installation of the four newest stations (Spoon, Battle Creek, Twin, and Tanners lakes) has been mostly completed. After finishing a few remaining construction items, each lake’s water surface elevation will be surveyed and correlated to water depths measured by each station’s sensor; thereafter, the monitoring stations will be commissioned. Subsequently, Barr will set up data management software (Vista Data Vision) to link with each of the stations to provide the RWMWD and Barr with online access to real-time and past data. The connection to the lake level report graphs will be established on the district website.

Capital improvements

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

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

As of March 26, Peterson Companies and the RWMWD have reviewed and signed the final contract documents (notice of award, form of agreement, certificate of insurance, performance and payment bond). Notice to proceed was issued April 13, and construction is expected to begin at the North Saint Paul Target site in early July 2021.

Remaining construction work at the East Saint Paul Target site is anticipated to start up again in early May. Remaining tasks include spot bituminous installations and restoration and rain garden planting.

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

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

Final design and bidding have been completed on the St. Rose of Lima parking lot retrofit in partnership with the City of Roseville. The city is leading contracting with the apparent low bidder (OMG Construction). The RWMWD's portion of the work includes reducing impervious surface of the parking lot without losing stalls by reorienting the stall positions and adding larger islands to support trees. The City of Roseville is installing an underground storage and infiltration system, while the church is contributing money for asphalt reconstruction. Site demolition began in mid-April, and the RWMWD's portion will likely be constructed in late May.

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

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

During this period, the contractor completed installation of all gates and associated in-water work. The gates are in a closed position and can be operated manually until the electrical work is finished, which the contractor expects to be complete the week of April 26 so that the control cabinets with the electrical components can be installed. A field meeting was held on April 16 with Ramsey County Parks and Recreation and Saint Paul Parks and Recreation to determine the restoration requirements for pavement and turf establishment at each site. The contractor continues to accomplish restoration work

as allowed until all electrical lines are installed. The project remains on track to meet the substantial completion date.

Progress payment 4 and change order 4 are included for board consideration at the May 5 meeting.

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

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

The notice of award was issued to Fitzgerald Excavating, and the notice to proceed will be issued and a preconstruction meeting scheduled once the contracting submittals (insurance certificates, bonds, agreement, etc.) are received and reviewed.

The Minnesota DNR water permitting and reporting system (MPARS) permit application has been accepted and approved and is currently within the DNR's 30-day review period. The district's construction permit has been approved with the provision that the final, signed plans are submitted prior to the start of construction. The construction contractor is responsible for coordinating other permits that may be required (e.g., right-of-way/obstruction permit).

Notification letters that provide a summary of the pending construction projects were mailed to residents and businesses near the project work sites (Ryan Drive and Keller Parkway). In addition, right-of-entry access agreements and temporary construction easements were mailed to residents and businesses where project work will occur on private property beyond existing right-of-way or easement limits. The work will likely begin in late spring or early summer and span over a 12-week period.

CIP project repair and maintenance

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

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

As previously mentioned, based on Barr's findings, several defects warrant consideration for near-term rehabilitation. The repairs are localized and specific and outside of the previous project repair extents. These repairs, as well as remaining pipe inspections, will be completed, and a comprehensive inspection report provided this winter, when flows subside and the tunnel can be accessed safely.

Minger Construction Co., Inc. was awarded the Beltline East Mechanic Branch and McKnight Basin structure 98 repairs project for the bid price of \$67,644. Contracting documents have been executed, notice to proceed was issued, and Barr and the RWMWD held a preconstruction meeting with Minger. Pending delivery of repair materials, in-tunnel repairs are expected to begin in late April. The special use permit to allow access onto Ramsey County Parks and Recreation land has been executed.

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

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

In recent weeks, Fitzgerald Excavating & Trucking cleaned the permeable weir systems, rebuilt the internal water control weir structure at the ABI pond site, reset the pipe and manhole at Bailey's Nursery, installed up-flow treatment cells at Kohlman Basin, installed a monitoring structure drain line at the Willow Pond CMAC system, and repaired the erosion and sinkhole at McKnight Basin. The contractor's crew continues to make progress on the remaining work items and is on track to meet the substantial completion date.

Progress payment application 2 and change order 1 are included in this month's bill list.

Natural Resources Update – Bill Bartodziej and Simba Blood

Prescribed Burns

Although it has been a pretty cool and cloudy spring so far, it's shaping up to be to be a very productive prescribed burn year. We are about halfway through the season. The Natural Resources crew has burned over 16 acres of restored natural areas, and ½ mile of Keller Creek edge buffer. We have partnered with Ramsey County NR staff on a number of these burns. We are planning to team up with St. Paul NR staff to burn several shore restoration areas along Lake Phalen as well. There are several advantages of doing this sort of management in-house. Probably the most important has to do with timing, and the ability to address priority sites during the optimal burn window. In doing this, we are able to achieve excellent results.

Below is a brief summary of benefits in using fire as a management tool:

- 1) MN native prairie, oak woodland, and numerous shoreland buffer plant species are well adapted to fire. Removing a heavy thatch layer by using fire stimulates plant growth and encourage native seed germination.
- 2) Fire is an efficient way to set back tree and shrub invasion, and cool season weeds in prairie and shore habitats.
- 3) Burning opens up the restoration areas for late spring and early summer weed control. This dramatically increases our efficiency.
- 4) This natural disturbance help to release and make available soil nutrients.

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

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5) During this time in the field, we have the chance to interact quite a bit with the public and use this opportunity to promote watershed activities. Citizen feedback on this work has been overwhelmingly positive.

For additional information, here is a good prescribed burn resource authored by The Nature Conservancy: [Prescribed Fire - The Nature Conservancy](#)



**All of the restoration areas on the east side of Keller Creek have been burned.
We are planning to treat the west side (across the creek in this picture) in the next week or two.**



A high-profile prairie patch on Keller Golf Course just to the south of the clubhouse on hole #12.



Green ash and cottonwood samplings (seen emerging from the smoke) are killed by a prairie burn like this one. This is the most efficient way for us to control weed tree invasion.

Public Involvement and Education Program – Sage Passi

We're Back In School! Weaver Fifth Graders Transplant Native Seedlings



It has been over a year since we were able to work with students in schools since the Covid pandemic began. We were very happy when the fifth grade teachers at Weaver Elementary School in Maplewood reached out to us and invited us to work with their students this spring. We had a meeting on Zoom with this team of teachers and made plans to return to the school with a transplanting session outdoors in mid-April. Rainy weather shifted our plans and so we pivoted and set up our transplanting operation on April 15 in a hallway adjacent to their rooms. Cathy Troendle and I worked with four students at a time at two tables to transplant seedlings throughout the day. These two classrooms transplanted 576 native seedlings that now are maturing under grow lights at the school. We are looking forward to working with these students to do a spring clean-up and maintenance in their school rain garden and introduce them to the role of pollinators in the environment in late April. We are also starting to organize a walking field trip to Wakefield Lake in May.

Adopt-A-Drain Spring Update in RWMWD



The Adopt-A-Drain program asks residents to adopt a storm drain in their neighborhood to keep it clean of leaves, seeds, dirt, trash and other debris to reduce water pollution. Since the beginning of 2021, an additional 44 storm drains were adopted in our watershed bringing our total in RWMWD to 758 adopted drains. Snail Lake residents have taken the lead in 12 new adoptions this year. Kohlman Creek residents are in second place with 7 new adoptions. We are preparing to distribute Adopt-A-Drain signs to these residents as well as to the new adopters in 10 other subwatersheds since we distributed Adopt-a-Drain signs late last fall.

New Projects Popping Up at Mounds Park Academy



Michelle Wesseley, a parent volunteer at Mounds Park Academy recently reached out to our Watershed District to inquire about potential ideas/activities for the school's Earth Day celebration. We met at the campus in mid-April and she treated me to a tour around the projects she has been accomplishing with help from classes from the lower campus. The garden in the photo on the left above, just outside the library serves as a teaching garden for younger students and features native plants, ground cover, vegetables and herbs. Wesseley has struck up a partnership with the school's chef so there are many edibles in this garden. The project has also become a lesson in the challenges of addressing the volumes of run-off from the large roof area that drains to this area. Some teachable opportunities!

The photo on the right (above) is a close-up of one of several bee houses installed near one of the rain gardens at the rear of the school. Plenty of pollinator friendly plants nearby!

Eagle Scout Resumes Planning for Children's Discovery Garden Refurbishment



Rohan Faiser, a Little Canada high school student began working on the plans for his Eagle Scout project last summer at this daycare in Little Canada. The planning process resumed in April. This winter a snowplow disturbed a large border area of the garden pushing rock into it and dislodging plants. Rohan, Master Naturalist Mike Laughton, Sage and Cathy Troendle will do some repair work on the site on May 5 with the next workday planned for May 8 along with a team of five of Rohan's friends.

East Side Boys and Girls Club Garden Design Team In Motion



Youth, staff and partners began the design process for the garden project at the East Side Boys and Girls Club in St. Paul on April 27. Dana Boyle, representing the St. Paul Garden Club who is providing a grant for the project, Michelle Natarajan, an East St. Paul resident and Water Steward joined Club staff, Koreena Moua and Max Thao, nine youth and Sage Passi to explore plant choices, design concepts and a timeline for the project. This project will incorporate a youth-designed sculpture honoring young people on the East Side who have lost their lives due to violence. Randee Edmundson and art teacher, Aloun Phoulavan are providing guidance for the sculpture design process.

Communications Program Report – Lauren Hazenson

Communications Strategy and General Updates

Event Promotion

Communications coordinated with the event planning consultant for WaterFest in order to draft a comprehensive communications plan. The communications campaign will launch April 28th and end post-event. We will target local neighborhood publications as part of the communications strategy in addition to more traditional media outlets.

Permitting Surveys

Planning and drafting work continued for the two surveys, with a planned delivery date of May 4th. These surveys will help inform messaging throughout the permitting and inspection process.

Emergency Response Plans and Flood Risk Reduction Studies Outreach

Lauren Hazenson has been coordinating with Barr staff complete resident outreach materials for drainage study survey work. The communication plan for this project includes door knocking, flyers, and a mass texting option for timely updates. The goal is to obtain consent from residents to access their property when survey work is conducted.

Ryan Drive/Keller Parkway Communications

This month we began work with the City of Little Canada and Barr Engineering to craft messaging to residents directly impacted by the Ryan Drive and Keller Parkway culvert projects. Letters were sent to adjacent businesses and homes, and notices to a wider audience are planned via Nextdoor closer to the construction dates.

Publications/ Original Content

Flood Risk Mitigation Fact Sheets

Five fact sheets were presented for review by city staff at a Public Works Forum on March 18th. Edits are being made based on feedback from the forum attendees. The fact sheets will be provided as a resource for RWMWD member cities to provide their residents and other stakeholders with tools to proactively address flood risk concerns on their properties.

Annual Report

Content for the annual report was largely completed, with written and photo content finalized. The public report content will be sent to the design consultant for completion. Expected publication in early May.

Wetland A Interpretive Signage

Rough design mockups and illustration were completed for each sign this month. Written content was also drafted.

ENews (March Publication)

Recipients: 1,394

Open rate: 34% - Slightly lower than normal. This may be due to the content centered solely on event promotion.

Click rate: 11% - This is much higher than normal and well above industry average. The audience was smaller, but tended to click through to other content at a higher rate, which can be an indicator of higher engagement.

Social Media (Facebook, Twitter, Instagram)

Numbers as of 3/26 for April:

Audience: 2,608

Impressions/Post Views: 7,332

Engagement (likes, comments, shares): 312

Nextdoor

This month we contacted Nextdoor in hopes that we can add it as a fourth social media channel. After meeting with Nextdoor we were made aware that we now can pursue an agency account. This will allow us to have a neighborhood level and other localized posting capability. This will be especially beneficial for notices regarding CIP projects, volunteer and staff recruiting, and event promotion. We expect to have the Nextdoor account online in May.

Website Updates

We began input gathering and performance assessment for website updates with several Board interviews, to be completed in May. Future planned input gathering includes general user surveys and further interviews with website stakeholders in order to form a complete picture of needed changes. We will then consult with website design professionals to ascertain solutions that will be user friendly, reliable, and maintainable under our current staffing.

Resident Communications/ Misc.

- Misc emails regarding resident project questions
- CAC orientation presentation
- Ames Lake sculpture unveiling communications planning
- Planning for media small group training
- Environmental Forum promotions and post-event survey
- Attended MN Association for Government Communicators Social Media Breakfast

Citizen Advisory Committee Update – Carrie Magnuson

Early this year, staff launched outreach to expand the Citizen Advisory Committee (CAC) membership focusing on underrepresented areas in the district. Seven new community members were nominated by staff and appointed by the Board of Managers to the CAC in March. A first-ever CAC New Member Orientation was developed and took place on April 13th, 2021. This orientation introduced the new members to the goals and mission of the watershed, directed them to key resources on the website, and introduced lead staff. Eight staff members presented on their programs and specific projects that often intersect with the CAC.

The full CAC met on April 27th, 2021. The group included 17 CAC members, including 6 of the 7 newly appointed members, and staff members Bill Bartodziej, Lauren Hazenson, and CAC staff liaison Carrie Magnuson. The following initiatives were discussed and further developed

1. Focus was given to introduce new members and existing members. Each person described their professional and personal background that led them to apply for a seat on the CAC, how long they had been volunteering with RWMWD, and what projects or initiatives they were most interested in pursuing while on the committee. We were excited to note that we have a diverse skillset driving this advisory group.
2. Carp Fishing Contest Pilot: Staff members Lauren Hazenson and Bill Bartodziej introduced a new initiative to develop a fishing contest with the goals of:
 - a. Raising awareness of carp as an invasive species
 - b. Highlighting RWMWD success with carp management
 - c. Inviting the community to be part of our work
 - d. Building relationships

The CAC members were tasked with brainstorming what this outreach would look like this year, a pilot year with COVID safety concerns, and future years. They discussed timing, location, potential partners, promotion opportunities, and disposal options. More details on this discussion will be available on the [CAC website](#) page when meeting minutes are approved.

3. Future 2021 meetings: June 8th, September 28th, October 26th, December 7th

WaterFest Update – Maddy Bohn



Overview

Event Dates: June 19 - June 27, 2021

Location: Lake Phalen Regional Park

Marketing

Slogan has been determined (see logo above): ***Explore. Learn. Experience. Safely.***

[WaterFest Announcement](#) was distributed on April 28th with the following message:

Celebrate our local waters for nine days of family fun at WaterFest from June 19 – 27 at Lake Phalen Park in St. Paul. The event will be hosted this year in a self-directed, multi-day format with your safety in mind. Families can enjoy outdoor, interactive, Covid-safe activities that will change throughout the course of the event, so we invite you to visit as many days as you like to get the full experience. Then, join us online for virtual activities shared by our exhibitors. As always, WaterFest is free to attendees. To get updates on exhibitors and our daily schedule follow us on [Facebook](#), [Instagram](#), or our event page at rwmwd.org/waterfest.

Sponsorships

- 2021 Sponsorship Package Includes:
 - Your logo on the WaterFest web page with a link to your webpage
 - Proud sponsor logo on display during WaterFest + back of the T-shirts
 - Sponsor recognition on social media
 - Opportunity to showcase a self-directed activity exhibit at WaterFest
 - Opportunity to a virtual activity on our WaterFest page
 - Four T-shirts will be mailed to your office
- *We do ask that our partners contribute \$250+ to be featured as a 2021 sponsor, the deadline is June 1, 2021*
- *Follow up calls have been made, waiting to hear back from the following sponsors:
BARR Engineering, City of Maplewood and City of Little Canada, MN Water Well Association, Met Council Environmental Services, Wilderness Inquiry

Grounds Activities Updates as of April 29

- Twin Cities Paddlesports
 - o Afternoon sessions for kids interested in trying a new water sport. To prevent over-crowding, participants will sign up ahead of time. Paddles and boats will be disinfected between rides. Waterfest will provide and gift personal floating devices. Currently working with a vendor to determine estimates.
- CHAT (Center for Hmong Arts and Talent)
 - o Lantern release to honor those we lost in 2020. Date: it will be on the 20th or 26th at 10:30p.m. The waterway around the island will be used to make sure no lanterns float into the main lake. A clean up team will be available to retrieve all lanterns and properly dispose of them.
***This event is currently on hold. Deadlines for required permits to host a lantern event has passed and CHAT may move the date to July. WaterFest is not holding the same permit that it has in the past since this will be a self-directed event (much different than in the past), unable to partner.
- Phalen Creek Corridor Walk – partnering with Lower Phalen Creek

Volunteers

- [A link has been created for volunteers to sign up.](#) T-shirts will be given to volunteers. Depending on the number of exhibitors we will have 1-2 volunteers per shift. The volunteers will be supervising the exhibits.
 - o Shifts will be in 3-hour sessions from June 19-27
 - Shifts: 10am-12pm, 12pm – 2pm, 2pm-4pm, 4pm- 6pm
 - o **We currently have 8 volunteers signed up!**