



**RAMSEY-WASHINGTON**  
METRO WATERSHED DISTRICT

# **September 2021 Board Packet**

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# Agenda

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# RAMSEY-WASHINGTON

## METRO WATERSHED DISTRICT

### Regular Board Meeting Agenda

Wednesday, September 1, 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 August 4, 2021 (pg. 7)
  - B. Treasurer's Report and Bill List (pg. 15)
  - C. Permit Program
    - i. 21-26 3M Building 207 Demolition, Maplewood (pg. 27)
    - ii. 21-27 Level Up Academy Addition, White Bear Lake (pg. 31)
    - iii. 21-28 Luella Pond Outlet, St. Paul (pg. 35)
  - D. Stewardship Grant Program
    - i. 21-28 CS Bauer, rain garden (pg. 39)
    - ii. 21-29 CS HB Fuller, habitat restoration (pg. 41)
4. Visitor Comments (limited to 4 minutes each)
5. Permit Program
  - A. Applications – see consent agenda
  - B. Residential Shoreline Permit Pilot Program (pg. 44)
  - C. Enforcement Action Report (pg. 46)
6. Stewardship Grant Program
  - A. Applications – see consent agenda
  - B. Budget Status Update (pg. 49)
7. Presentations and/or Action Items
  - A. **2022 Preliminary Budget and Levy Public Hearing (pg. 51)**
    - i. **Approval of 2022 Preliminary Budget and Levy Certification to Ramsey and Washington Counties – Resolution 21-01 (pg. 53)**

- B. District Inspection Standardization and Mobile Data Collection Project Work Plan Discussion (*pg. 71*)
- 8. Board Issues, Policies and Operation (for discussion at meeting)
  - A. Wetlands Workshop – September 15<sup>th</sup>
- 9. Administrator's Report (*pg. 77*)
  - A. Meetings Attended
  - B. Upcoming Meetings and Dates
  - C. Ongoing Project/Program Updates
  - D. Staffing Changes due to Retirement
- 10. Attorney Report
- 11. Project and Program Status Reports (*pg. 80*)
  - A. Ongoing Project and Program Updates
    - i. Interim Emergency Response Planning
    - ii. Kohlman Creek Flood Risk Reduction Feasibility Study
    - iii. Ames Lake Area Flood Risk Reduction Feasibility Study
    - iv. Grass Lake Berm Wetland Mitigation
    - v. Lake Water Quality Monitoring
    - vi. Special Project BMP Monitoring
    - vii. Tanners Flood Response Tool Model Update
    - viii. Kohlman Permeable Weir Test System
    - ix. Shallow Lake Aeration Study
    - x. 2021 Tanners Lake Alum Facility Monitoring
    - xi. Phalen Outlet and Keller Channel Operations Plan
    - xii. Target Store Stormwater Retrofit Projects
    - xiii. Targeted Retrofit Projects
    - xiv. Keller Channel Weir and Phalen Outlet Resiliency Modifications
    - xv. Ryan Drive and Keller Parkway Conveyance Project
    - xvi. Beltline/Battle Creek Tunnel Five-Year Inspection
    - xvii. County Road D Ravine
    - xviii. CIP Maintenance and Repair Project 2021
    - xix. Natural Resources Program Update
    - xx. Education Program Update
    - xxi. Communications Program Update
    - xxii. CAC Update – Watershed Excellence Awards
- 12. Manager Comments and Next Month's Meeting
- 13. **Adjourn**



# RAMSEY-WASHINGTON

## METRO WATERSHED DISTRICT

### **NOTICE OF BOARD MEETING**

### **Wednesday, September 1, 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, September 1, 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. Due to the current health pandemic, President Swope has determined that attendance at the regular meeting location by members of the public is not prudent, and that the physical presence at the regular meeting location by at least one member of the organization is also not feasible.

To access the meeting via webcast, please use this link: <https://us02web.zoom.us/j/81473419733?pwd=ZUZINTN4Z1lOcm51ZmIVSkpnVnlnNQTO9>

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 **814 7341 9733**. The meeting password is **539585**. If you have any questions, please contact Tina Carstens at [tina.carstens@rwmwd.org](mailto:tina.carstens@rwmwd.org).

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# Consent Agenda

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**Ramsey-Washington Metro Watershed District  
Minutes of Regular Board Meeting  
August 4, 2021**

The Regular Meeting of August 4, 2021, was held at the District Office Board Room, 2665 Noel Drive, Little Canada, Minnesota, at 6:30 p.m. and via web conference via conferencing platform zoom. A video recording of the meeting can be found at <https://youtu.be/njgCROJcgmA> . Video time stamps included after each agenda item in minutes.

**PRESENT:**

Larry Swope, President  
Dr. Pam Skinner, Secretary (remote)  
Val Eisele, Manager

**ABSENT:**

Cliff Aichinger, Vice President  
Dianne Ward, Treasurer

**ALSO PRESENT:**

Tina Carstens, District Administrator  
Tracey Galowitz, Attorney for District (remote)  
Nicole Soderholm, Permit Inspector (remote)  
Dave Vlasin, Project Coordinator (remote)  
Chad Ayers, Sambatek, for 748 Bielenberg permit(remote)  
Paige Ahlborg, Project Manager (remote)  
Brad Lindaman, Barr Engineering (remote)  
Bill Bartodziej, Natural Resource Specialist (remote)  
Kyle Kubitza, Water Quality Technician (remote)

**1. CALL TO ORDER**

The meeting was called to order by President Swope at 6:31 p.m.

**2. APPROVAL OF AGENDA (0:22)**

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

A roll call vote was performed:

Manager Eisele     aye  
Manager Skinner   aye  
President Swope    aye

Motion carried 3-0 (Aichinger and Ward absent).

The members of the Board and staff attending in person and remotely introduced themselves.

**3. CONSENT AGENDA (3:16)**

- A. Approval of Minutes from July 7, 2021
- B. Treasurer's Report and Bill List
- C. Permit Program
  - i. #21-21 - 3M B227 Ramp Demolition, Maplewood
  - ii. #21-22 – 748 Bielenberg Medical Office Building, Woodbury
  - iii. #21-23 – Cornerstone Village, Oakdale
- D. North Saint Paul Target Store Retrofit – Change Order No. 2

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

A roll call vote was performed:

Manager Eisele     aye  
Manager Skinner   aye  
President Swope    aye

Motion carried 3-0 (Aichinger and Ward absent).

#### **4. VISITOR PRESENTATIONS (4:30)**

There were none.

#### **5. PERMIT PROGRAM (5:11)**

##### **A. Applications – See Consent Agenda**

##### **B. Residential Shoreline Permit Pilot Program**

Nicole Soderholm stated that last year the Board approved a pilot program for implementation of residential shoreline permits that differs from the normal grading permit process. She stated that included in the packet was a list of residential shoreline permits that were approved during the past year through this pilot program. She asked for input from the Board on whether the process should continue, whether it should end, or whether the pilot should continue to gather additional information. She stated that there have not been any unforeseen wetland impacts or issues with erosion control. She stated that she also includes trends and observations within her report.

President Swope commented that the program was very well done with positive feedback. He stated that his only suggestion would be to extend this to the next meeting to provide an opportunity for the other two Board members to provide feedback.

Manager Eisele asked how the budget proposal would change if this were included next year. Tina Carstens replied that there would be no impact to the budget as this falls under staff time and engineering.

Manager Eisele stated that he was not a part of the creation of the pilot program and asked if this met the expectations for participation. Nicole Soderholm stated that in the beginning she listed desired outcomes which directed the data she provided in her report. She commented that she did not observe any negative impacts or negative feedback from this program. She noted that with the monthly permit deadlines, it has been a benefit for homeowners to be able to implement these projects sooner than if they had to wait for a Board meeting.

Manager Eisele stated that he loves the idea. He asked if there would be a point where staff would feel the Board should review the permit.

Nicole Soderholm reviewed the instances in which Board review would be required such as a variance request, a project that impacts wetlands, or reduces net floodplain storage. She noted that a separate communications page and application form were developed specifically for residents. She stated that the \$500 application fee can be cost prohibitive for small projects, noting that it does not take much time for Barr Engineering to review a small shoreline project and therefore the suggested change to the permit fee was in an effort to be more reflective of the actual staff time.

President Swope asked if the Board would continue to receive updates on the staff approved permits. Nicole Soderholm confirmed that she would continue to include that within her enforcement report.



Manager Skinner stated that she is fully supportive. She asked if there would be any impacts to the program if the action is delayed for one month. Nicole Soderholm stated that staff could be directed to continue with this process for the next month with the Board to review it again in September.

Motion: Manager Skinner moved, Manager Eisele seconded, to direct staff to continue with this program for the next month with Board review to occur at the September meeting.

Further discussion: President Swope asked if the permit fee would remain at \$500 with this motion. Nicole Soderholm stated that they would continue to review shoreline applications with a fee of \$175 as they have been doing for the past year.

Manager Eisele commented that he believes the other members would also be in favor and action could be taken tonight.

President Swope commented that could be done but his thought process was that the other two Managers were involved throughout this process, and they should continue to be involved in this decision.

A roll call vote was performed:

Manager Eisele     aye  
Manager Skinner   aye  
President Swope    aye

Motion carried 3-0 (Aichinger and Ward absent).

C. Monthly Enforcement Report

During July, 10 notices were sent to address: install/maintain perimeter control (4), install/maintain construction entrance (2), stabilize exposed soils (3), and contain liquid/solid waste (1).

**6. STEWARDSHIP GRANT PROGRAM (16:10)**

A. Applications

Permit #21-26 CS: Westwood Village I – Habitat Restoration

Paige Ahlborg commented that this is a standard buffer restoration around the pond in Roseville. She stated that the homeowners are requesting slightly more than the standard for habitat restoration because staff worked with them to expand their area and use different and larger plants which raised the cost. She noted that another option would be to phase the project, which would ultimately be a higher cost.

Motion: Manager Skinner moved, Manager Eisele seconded, to approve Permit #21-26 CS.

A roll call vote was performed:

Manager Eisele     aye  
Manager Skinner   aye  
President Swope    aye

Motion carried 3-0 (Aichinger and Ward absent).

B. Budget Status Update

No comments.

**7. PRESENTATIONS AND/OR ACTION ITEMS (17:35)**

A. Keller Channel Weir and Phalen Outlet Modifications – Change Order No. 5

Brad Lindaman noted that in the packet he included a series of conversations between Barr Engineering, the contractor and subcontractor. He provided additional details, noting that the subcontractor identified the need for additional wiring components during construction of the project. He noted that was not something Barr saw as necessary, but the electrical contractor convinced Barr that in order for the work to come together, that connection would be needed. He noted that this was a significant amount of wire needed for the \$3,600 change order. He stated that this would not be considered extra work but would be considered incidental or something that is needed to make the work come together. He noted that the contractor should have looked over the bid thoroughly to ensure all aspects were included. He stated that he feels that the contractor was genuine in identifying that this was not included in the plans and installed it when they came upon it in good faith. He stated that although he did not recommend the change order because this is work that was considered necessary to make the project work and should have been included in the bid, he told the contractor that this could still be presented to the Board.

Manager Skinner stated that the contractor did not catch the item missing from the bid and this seems reasonable as the work has been done.

Motion: Manager Skinner moved, Manager Eisele seconded, to approve change order No. 5.

Further discussion: Manager Eisele asked what the outcome would have been if this work had not been done. Brad Lindaman stated that his understanding is that because of the connection between the two gate systems, they would not be able to talk to each other quite as well. He stated that the contractor made a case that this was necessary and should have been included and that it was not extra work.

Manager Eisele asked if this was above and beyond what was absolutely necessary. Dave Vlasin stated that the original things were ran to spec and things were not working quite as well and the contractor realized that a ground wire was missing that would make it work better. Brad Lindaman stated that the contractor could have gotten it to work without this, but it would not have worked as well.

President Swope asked if staff told the contractor to do the work. Dave Vlasin stated that he and Greg Nelson from Barr told them to go ahead with the work. He stated that he told the contractor that there would not be a guarantee they would be paid for the additional work but that he would recommend approval.

President Swope stated that he would support this payment as the contractor did the right thing to make the project work. Brad Lindaman stated that he does not disagree with that opinion.

Tracey Galowitz agreed that the contract details support the statements from Brad Lindaman, but it also makes sense to pay for the work as it was done to improve the system.

A roll call vote was performed:

Manager Eisele     aye  
Manager Skinner   aye  
President Swope     aye

Motion carried 3-0 (Aichinger and Ward absent).

B. 2022 Budget Planning Discussion

Tina Carstens stated that typically in August the Board begins to see numbers and noted that a table was provided in the packet comparing the proposed 2022 items to the 2021 budget. She acknowledged that there are still some changes that will occur, especially with targeted retrofit projects.

President Swope asked if there is a limit on the ability to raise the levy. Tina Carstens replied that the District does not have a limit because of the metro status, which is based on tax capacity.

President Swope referenced line 44 – Research Projects, and asked how much was contributed last year. Tina Carstens replied that last year a total of \$50,000 was contributed to the Minnesota Storm Water Research Council. President Swope commented that it is a good program. He noted that the contribution was increased because other entities had reduced their contributions. He stated that the District challenged others to increase donations as well. Tina Carstens stated that it did not spur the desired outcome, but a few other entities that had not donated in the past did contribute in smaller amounts of \$5,000 to \$10,000. Bill Bartodziej agreed that it is money well spent as it pools money to complete research projects that otherwise would not be funded and completed. It was agreed an additional \$25,000 will be added to this line item increasing it to \$50,000.

Manager Eisele asked what was unique last year to increase the donation. President Swope stated that originally the Board approved \$25,000 but there were some cuts from other entities and therefore a request was presented to ask other entities to step up and the District donated an additional \$25,000 to spur that action.

Manager Skinner commented that she is concerned about paying attention to the total percent increase in the proposed levy and to be cautious of people, especially during this time of COVID, which may be struggling financially. She asked that the packet include a document that shows the levy impact to different valued properties. She stated that helps her to determine the impact to residents. She recognized that five percent would not have much of an impact but wanted the Board to consider whether the action of the District could negatively impact people trying to stay in their homes. Tina Carstens noted that she does include that information in the September packet, along with additional information related to the levy and how funds are allocated towards goals.

President Swope asked if Washington County breaks out the District portion on the tax bill. Manager Skinner believed that it falls under the category of “other”. President Swope confirmed that Ramsey County places the District in the “other” category as well. He recognized the previous discussion that the goal should be a zero percent increase, but they also have to be cognizant of their goals.

Manager Eisele asked if the intent would be that this will move forward or that a percentage is set that staff should aim to meet. Tina Carstens noted that she would make any changes discussed today and review the existing budget to determine potential carryovers. She stated that once the preliminary budget and levy are adopted, further refinement can occur until the time the final budget and levy are adopted in December.

President Swope asked if \$50,000 would be sufficient to accomplish the communication goals. Tina Carstens confirmed that should be sufficient for 2022.

Manager Eisele asked if the outreach items would be its own separate line item or whether it would be included in the general fund. He asked if there is discretionary funding for community outreach. Tina Carstens noted that it is primarily staff time and therefore additional funding is not required. She stated that education does have a contingency of \$15,000.

President Swope commented that there are a lot of funds left in the stewardship grant program this year. Paige Ahlborg commented that there were a lot of projects approved this year, but they were smaller projects. She stated that in the past there were large city projects but that did not occur this year. She stated that next year they will focus on Lake Owasso restoration.

Tina Carstens stated that the cities have focused on the essentials for the last 18 months. She was unsure whether that would be different next year but noted that staff will work with the cities to identify potential projects for the

next year. She stated that currently the program is shown at \$1,000,000 and could be adjusted back down to \$800,000.

Manager Eisele referenced the 2022 budget and asked if there are any planned feasibility studies outside of the two mentioned. Tina Carstens stated that project feasibility studies are typically planned ahead for the next year, but items can always arise that need more urgency.

Brad Lindaman stated that they have reached out to the city of Little Canada in order to continue discussions regarding Owasso Basin and North Star Estates. He stated that they are currently focused on what would be protected within North Star Estates. He stated that FEMA does have guidance for manufactured homes, but cities may be more stringent, which is why staff wants to work with the city in order to balance what is done in that community to what would be comparable to a home outside of North Star Estates.

Manager Eisele stated that he wanted to ensure that there was enough budgeted to keep working and progress with a project if desired. Brad Lindaman noted that some work will continue to be done this year and there is also flexibility to move things around if one project needs to move faster than another.

President Swope referenced the water quality project prioritization, noting that most ended up in a tie using the tool. He asked if there are criteria used to break a tie to determine priority. Tina Carstens commented that staff does not begin at number one and then work down. She explained that they begin communication with the top ten or so to determine which projects would have higher potential. She noted that some of those projects are dependent upon the willingness of another entity to move forward with their project.

President Swope asked what the prioritization tool is currently being used for. Tina Carstens stated that the list of projects has over 100 projects in total. She noted that the tool is used to determine the projects that rise towards the top and then additional work is done to determine which projects could move forward in terms of timing and partnership. She noted that the other projects still remain on the list as there are different elements that could cause it to move higher on the list.

Manager Eisele referenced the Beaver Lake living streets project and asked for additional explanation. Paige Ahlborg stated that staff reached out to the city to determine when the road reconstruction is on their schedule, and it is not anytime soon. She stated that the city is aware that it is a priority area for the District, and they will come back to the District to alert when the road project comes on its radar.

Manager Eisele asked for additional input on whether a criteria related to timing should be added to the spreadsheet. Paige Ahlborg stated that she would factor that in with willing partner but agreed that a change could be made if desired. Tina Carstens noted that she views that as a second step after but noted that could be worded differently.

Manager Eisele stated that perhaps the third step should be added to factor in the willingness. He asked the process of approval for the tool and how the Board played a role. Tina Carstens provided background information on how the tool was developed and how the Board provided input. She confirmed that this is a living document.

Manager Eisele referenced the section related to flooding and asked if that section is meant to rank feasibility outputs. Tina Carstens stated that water quality and flood control were separated within the tool as there are different levels of need and support. She noted that the elements also play together as flood control projects can provide water quality and water quality projects can have an element of flood control.

Manager Eisele asked if there are a relationship between approved flood control projects and those contained on the list. Tina Carstens stated that if there were a project that would have strong qualities for water quality and flood control, it would tend to rank higher.

Brad Lindaman noted that there are some projects that combine water quality and flood control and provided an example. He stated that if a project has water quality and flood control, it would rank very well in this tool.

Tina Carstens stated that she would make the updates to the budget as discussed and a notice would be published for the public hearing at the September meeting.

## **8. BOARD ISSUES, POLICIES, AND OPERATION (1:09:10)**

### **A. Maintenance Standards**

President Swope stated that maintenance and maintenance standards continue to be discussed. He stated that he included this item as a method to continue that discussion, specifically how the Board may want to more formalize the maintenance process.

Manager Eisele stated that it seems like there is a missing link to our cities and counties in why the maintenance of their systems is important. He suggested a central guideline to outline the practices, such as lake monitoring and BMP maintenance. He stated that if there was guidance and impact measurement to how the element impacts the system it could be helpful.

Tina Carstens agreed that is good feedback. She stated that there are processes in place internally and she liked the comment that it could be helpful to share how those elements are impacting the District system and how that could be communicated in a formal manner to our cities and counties, for example by creating a guidebook.

Manager Eisele used the example of blockage and how that could be communicated. Brad Lindaman referenced a system where there could be a partial plugging of an inlet, but it could be communicated that it not a critical point in the system and therefore could be half filled with debris. He explained that different areas would have different maintenance requirements based on topography. He stated that the first step could be for staff to present some ideas to Tina Carstens to receive input and then have something presented to the Board.

## **9. ADMINISTRATOR'S REPORT (1:20:54)**

### **A. Meetings Attended**

No comments.

### **B. Upcoming Meetings and Dates**

Tina Carstens highlighted upcoming meeting dates.

### **C. Ongoing Project/Program Updates**

No comments.

### **D. Staff Changes Due to Retirement**

Tina Carstens acknowledged that Debbie is retiring.

She stated that she is reviewing the changes to masking guidelines and will continue to review what other government entities are doing to ensure the District is consistent. She stated that it was planned to open the District offices to the public on September 7<sup>th</sup>. Manager Skinner urged caution against opening to the public in September and would absolutely recommend masks.

## **10. ATTORNEY'S REPORT (1:24:16)**

Tracey Galowitz stated that she is working with staff to ensure all the open meeting laws are being met as they continue to change and be interpreted differently. She stated that there was an ongoing claim with the vehicle damage that occurred in the Target parking lot but that continues to be handled by the insurance carrier. She expressed appreciation for the professional relationships they continue to have.

## **11. PROJECT AND PROGRAM STATUS REPORTS (1:25:34)**

### **A. Ongoing Project and Program Updates**

- i. Interim Emergency Response Planning
- ii. Kohlman Creek Flood Risk Reduction Feasibility Study
- iii. Ames Lake Area Flood Risk Reduction Feasibility Study
- iv. Grass Lake Berm Wetland Mitigation  
President Swope referenced the Grass Lake Berm and asked for an update. Brad Lindaman commented that there are some small monitoring wells required to monitor the hydrology of the area to ensure there is water to maintain the wetland area. He stated that must be done for a series of years to confirm that the mitigation planned is fully established.
- v. Special Project BMP Monitoring
- vi. Kohlman Permeable Weir Test System
- vii. Shallow Lake Aeration Study
- viii. 2021 Tanners Lake Alum Facility Monitoring
- ix. Target Store Stormwater Retrofit Projects
- x. Targeted Retrofit Projects
- xi. Keller Channel Weir and Phalen Outlet Resiliency Modifications
- xii. Ryan Drive and Keller Parkway Conveyance Project
- xiii. Beltline/Battle Creek Tunnel Five-Year Inspection
- xiv. CIP Maintenance and Repair Project 2021
- xv. New Technology Review: Education Programs Across the Country
- xvi. Natural Resources Program Update
- xvii. Education Program Update
- xviii. Communications Program Update

President Swope asked for an update on monitors for lake level stations. Tina Carstens noted that the monitoring data is found on the individual lake pages. She stated that there were some issues because water levels were low, and the sensors were not reaching those levels. She stated that the full page of monitoring data should be coming this fall in the website update. Dave Vlasin provided additional details on the lake monitoring equipment.

## **12. MANAGER COMMENTS AND NEXT MONTH'S MEETING (1:38:10)**

For the next meeting the 2022 Budget and District Maintenance Standards will be on the agenda.

## **13. ADJOURN**

Motion: Manager Eisele moved, Manager Skinner seconded, to adjourn the meeting at 8:09 p.m.

A roll call vote was performed:

Manager Eisele     aye  
Manager Skinner   aye  
President Swope     aye

Motion carried 3-0 (Aichinger and Ward absent).

RWMWD BUDGET STATUS REPORT  
Administrative & Program Budget  
Fiscal Year 2021  
8/31/2021

Budget Category	Budget Item	Account Number	Original Budget	Budget Transfers	Current Month Expenses	Year-to-Date Expenses	Current Budget Balance	Percent of Budget
Manager	Per diems	4355	\$8,500.00	-	-	2,425.00	\$6,075.00	28.53%
	Manager expenses	4360	3,500.00	-	-	-	3,500.00	0.00%
Committees	Committee/Bd Mtg. Exp.	4365	3,500.00	-	276.09	2,410.22	1,089.78	68.86%
	<b>Sub-Total: Managers/Committees:</b>		<b>\$15,500.00</b>	<b>\$0.00</b>	<b>\$276.09</b>	<b>\$4,835.22</b>	<b>\$10,664.78</b>	<b>31.19%</b>
Employees	Staff salary/taxes/benefits	4010	1,520,000.00	-	125,094.19	1,035,303.39	484,696.61	68.11%
	Employee expenses	4020	15,000.00	-	999.27	4,459.93	10,540.07	29.73%
	District training & education	4350	75,000.00	-	6,500.00	9,077.88	65,922.12	12.10%
	<b>Sub-Total: Employees:</b>		<b>\$1,610,000.00</b>	<b>\$0.00</b>	<b>\$132,593.46</b>	<b>\$1,048,841.20</b>	<b>\$561,158.80</b>	<b>65.15%</b>
Administration/ Office	GIS system maint. & equip.	4170	10,000.00	-	-	1,687.02	8,312.98	16.87%
	Data Base/GIS Maintenance	4171	40,000.00	-	-	-	40,000.00	0.00%
	Equipment maintenance	4305	3,000.00	-	-	-	3,000.00	0.00%
	Telephone	4310	8,000.00	-	59.34	461.70	7,538.30	5.77%
	Office supplies	4320	7,000.00	-	140.57	3,082.82	3,917.18	44.04%
	IT/Internet/Web Site/Software Lic.	4325	70,000.00	-	5,051.79	42,633.07	27,366.93	60.90%
	Postage	4330	3,000.00	-	-	386.59	2,613.41	12.89%
	Printing/copying	4335	8,000.00	-	294.00	3,086.00	4,914.00	38.58%
	Dues & publications	4338	11,000.00	-	262.75	8,435.63	2,564.37	76.69%
	Janitorial/Trash Service	4341	15,000.00	-	1,063.94	7,692.93	7,307.07	51.29%
	Utilities/Bldg.Contracts	4342	30,000.00	-	1,427.44	8,721.49	21,278.51	29.07%
	Bldg/Site Maintenance	4343	150,000.00	-	207.69	20,123.05	129,876.95	13.42%
	Miscellaneous	4390	5,000.00	-	-	-	5,000.00	0.00%
	Insurance	4480	50,000.00	-	-	44,642.00	5,358.00	89.28%
	Office equipment	4703	150,000.00	-	1,556.13	132,201.46	17,798.54	88.13%
	Vehicle lease, maintenance	4810-40	43,000.00	-	120.37	2,403.39	40,596.61	5.59%
	<b>Sub-Total: Administration/Office:</b>		<b>\$603,000.00</b>	<b>\$0.00</b>	<b>\$10,184.02</b>	<b>\$275,557.15</b>	<b>\$327,442.85</b>	<b>45.70%</b>
Consultants/ Outside Services	Auditor/Accounting	4110	65,000.00	-	2,059.24	42,890.27	22,109.73	65.99%
	Engineering-administration	4121	93,000.00	-	5,708.00	44,431.00	48,569.00	47.78%
	Engineering-permit I&E	4122	10,000.00	-	-	-	10,000.00	0.00%
	Engineering-eng. review	4123	55,000.00	-	1,910.00	29,512.00	25,488.00	53.66%
	Engineering-permit review	4124	55,000.00	-	1,672.00	30,695.00	24,305.00	55.81%
	Project Feasibility Studies	4129	440,000.00	-	18,759.90	122,768.77	317,231.23	27.90%
	Attorney-permits	4130	10,000.00	-	-	-	10,000.00	0.00%
	Attorney-general	4131	40,000.00	-	1,531.00	19,182.25	20,817.75	47.96%
	Outside Consulting Services	4160	20,000.00	-	-	-	20,000.00	0.00%
	<b>Sub-Total: Consultants/Outside Services:</b>		<b>\$788,000.00</b>	<b>\$0.00</b>	<b>\$31,640.14</b>	<b>\$289,479.29</b>	<b>\$498,520.71</b>	<b>36.74%</b>
Programs	Educational programming	4370	60,000.00	-	803.28	3,817.43	56,182.57	6.36%
	Communications & Marketing	4371	25,000.00	-	220.94	6,048.23	18,951.77	24.19%
	Events	4372	50,000.00	-	2,796.59	31,068.16	18,931.84	62.14%
	Water QM-Engineering	4520-30	180,000.00	-	8,037.42	77,631.25	102,368.75	43.13%
	Project operations	4650	200,000.00	-	1,984.66	54,708.46	145,291.54	27.35%
	SLMP/TMDL Studies	4661	103,000.00	-	1,924.50	6,077.50	96,922.50	5.90%
	Natural Resources/Keller Creek	4670-72	140,000.00	-	29,974.79	68,310.63	71,689.37	48.79%
	Outside Prog.Support/Weed Mgmt.	4683-84	127,000.00	-	-	20,600.00	106,400.00	16.22%
	Research Projects	4695	95,000.00	-	17,249.72	60,911.01	34,088.99	64.12%
	Health and Safety Program	4697	3,000.00	-	-	935.77	2,064.23	31.19%
	<b>Sub-Total: Programs:</b>		<b>\$983,000.00</b>	<b>\$0.00</b>	<b>\$62,991.90</b>	<b>\$330,108.44</b>	<b>\$652,891.56</b>	<b>33.58%</b>
<b>GENERAL FUND TOTAL</b>			<b>\$3,999,500.00</b>	<b>\$0.00</b>	<b>\$237,685.61</b>	<b>\$1,948,821.30</b>	<b>\$2,050,678.70</b>	<b>48.73%</b>
CIP's	CIP Project Repair & Maintenance	516	1,325,000.00	-	66,960.54	700,041.23	624,958.77	52.83%
	Targeted Retrofit Projects	518	2,810,000.00	-	48,837.44	212,421.62	2,597,578.38	7.56%
	Flood Risk Reduction Fund	520	4,200,000.00	-	17,535.70	1,154,617.56	3,045,382.44	27.49%
	Debt Services-96-97 Beltline/MM/Battle Creek	526	394,901.00	-	-	397,795.30	(2,894.30)	100.73%
	Stewardship Grant Program Fund	529	1,000,000.00	-	60,534.51	247,587.54	752,412.46	24.76%
	Wetland Restoration Projects	540	500,000.00	-	-	-	500,000.00	0.00%
	Wakefield Park Project	553	-	-	-	5,015.00	(5,015.00)	---
	District Office Bond Payment	585	194,885.00	-	-	-	194,885.00	0.00%
<b>CIP BUDGET TOTAL</b>			<b>\$10,424,786.00</b>	<b>-</b>	<b>\$193,868.19</b>	<b>\$2,717,478.25</b>	<b>\$7,707,307.75</b>	<b>26.07%</b>
<b>TOTAL BUDGET</b>			<b>\$14,424,286.00</b>	<b>\$0.00</b>	<b>\$431,553.80</b>	<b>\$4,666,299.55</b>	<b>\$9,757,986.45</b>	<b>32.35%</b>

Current Fund Balances:

Fund:	Beginning Fund Balance @ 12/31/20	Fund Transfers	Year to date Revenue	Current Month Expenses	Year to Date Expense	Fund Balance @ 08/31/21
101 - General Fund	\$4,364,963.52	-	1,225,864.41	237,685.61	1,948,821.30	3,642,006.63
516 - CIP Project Repair & Maintenance	627,656.44	-	432,716.00	66,960.54	700,041.23	360,331.21
518 - Targeted Retrofit Projects	1,012,501.35	-	177,647.06	48,837.44	212,421.62	977,726.79
520 - Flood Damage Reduction Fund	3,312,849.57	-	1,044,100.74	17,535.70	1,154,617.56	3,202,332.75
526 - Debt Services-96-97 Beltline/MM/Beltline-Battle Creek Tunnel Repair	949,395.60	-	48,379.22	-	397,795.30	599,979.52
529 - Stewardship Grant Program Fund	622,020.57	-	367,152.98	60,534.51	247,587.54	741,586.01
540 - Wetland Restoration Projects	-	-	262,252.13	-	-	262,252.13
553 - Wakefield Park Project	151,270.20	-	-	-	5,015.00	146,255.20
580 - Contingency Fund	891,682.00	-	-	-	-	891,682.00
585 - Certificates of Participation	204,397.98	-	102,218.00	-	-	306,615.98
<b>Total District Fund Balance</b>	<b>\$12,136,737.23</b>	<b>\$0.00</b>	<b>\$ 3,660,330.54</b>	<b>\$ 431,553.80</b>	<b>\$4,666,299.55</b>	<b>\$11,130,768.22</b>

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

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
EFT	08/11/21	hea002	Aug 2021	HealthPartners	Employee Benefits	\$11,560.27
EFT	08/11/21	met008	Aug 2021	MetLife-Group Benefits	Employee Benefits	1,629.67
72406	08/16/21	aws001	S1335957-080121	AWS Service Center	Janitorial/Trash Service	257.07
72407	08/16/21	cad001	17669511	Allstream	Water QM Staff	73.85
72408	08/16/21	hom001	3624838	Home Depot Credit Services	Natural Resources Project	132.29
72409	08/16/21	nar001	IV00180178	Nardini Fire Equipment	Bldg./Site Maintenance	45.00
72410	08/16/21	nsp001	742902961	Xcel Energy	Utilities/Construction-Flood	531.90
72411	08/16/21	pac001	2110342740	Pace Analytical Services, Inc.	Water QM Staff	4,438.00
72412	08/16/21	pre003	318275629	Premium Waters, Inc.	Utilities/Bldg.Contracts	26.00
72413	08/16/21	red003	20210810043028	Red Wing Business Advantage Account	Employee Benefits	200.00
72414	08/16/21	ret001	0112826-IN	The Retrofit Companies, Inc.	Bldg./Site Maintenance	24.75
72415	08/16/21	sig001	38141	Sign-A-Rama	Vehicle-Miscellaneous	120.37
72416	08/16/21	usb005	449514314	US Bank Equipment Finance	Printing Expense	294.00
72417	08/16/21	van001	79576	Vanguard Cleaning Systems of Minnesota	Janitorial/Trash Service	550.00
72418	08/25/21	ahl001	Jul/Aug 2021	Paige Ahlborg	Employee Reimbursement	209.92
72419	08/25/21	ama001	1299	Amazeworks	Training & Education	6,500.00
72420	08/25/21	app001	009018	Applied Ecological Services, Inc.	Construction Imp.-Maint.	4,058.10
72421	08/25/21	bar001	7/17-8/13/21	Barr Engineering	July/August Engineering	103,485.17
72422	08/25/21	bar002	Jul/Aug 2021	Bill Bartodziej	Employee Reimbursement	305.04
72423	08/25/21	bar004	08/17/21	Deborah Barnes	Employee Reimbursement	40.00
72424	08/25/21	bat002	P41295606	Batteries Plus Bulbs	Water QM Staff	247.95
72425	08/25/21	ble002	20-32 CS	Matt Bleifuss	Stewardship Grant Fund	808.63
72426	08/25/21	blo001	Jul/Aug 2021	Simba Blood	Employee Reimbursement	290.50
72427	08/25/21	bro001	14926485-00	Brock White, Inc.	Natural Resources Project	487.50
72428	08/25/21	cad001	17669511	Allstream	Water QM Staff	73.85
72429	08/25/21	car007	RWMWD_8_14_21	Carp Solutions, LLC	Natural Resources Project	28,480.00
72430	08/25/21	cas001	21-21 CS	Will Castellanos	Stewardship Grant Fund	7,979.50
72431	08/25/21	cit010	20-21 CS	City of White Bear Lake	Stewardship Grant Fund	17,657.25
72432	08/25/21	cit011	230263	City of Roseville	IT/Website/Software	4,958.78
72433	08/25/21	com004	08/16/21	Comcast	Utilities/Bldg.Contracts	79.07
72434	08/25/21	com006	20-13 VS	33rd Company	Stewardship Grant Fund	9,000.00
72435	08/25/21	dav003	118885	Davey Resource Group, Inc.	Construction Imp.-Maint.	17,533.75
72436	08/25/21	dic001	21-13 CS	Carrie Dickson	Stewardship Grant Fund	4,898.93
72437	08/25/21	don001	Jul/Aug 2021	Matthew Doneux	Employee Reimbursement	824.92
72438	08/25/21	eve002	20-52 CS	Kae Evensen	Stewardship Grant Fund	383.20
72439	08/25/21	fis002	21-20 CS	Fish & Waters Conservation Fund	Stewardship Grant Fund	8,430.00
72440	08/25/21	fit002	Aug 2021	Mary Fitzgerald	Employee Reimbursement	60.19
72441	08/25/21	fre001	1160	Freshwater Society	Research Projects	5,000.00
72442	08/25/21	gal001	08/12/21	Galowitz Olson, PLLC	August Legal expense	1,531.00
72443	08/25/21	haz001	08/19/21	Lauren Hazenson	Employee Reimbursement	160.00
72444	08/25/21	int001	W21070499	Office of MN, IT Services	Telephone Expense	59.34
72445	08/25/21	int003	179695	Intereum, Inc.	Office Equipment	1,433.74
72446	08/25/21	kin001	061700008986	FedEx Office	Educational Program	40.41
72447	08/25/21	kob001	Aug 2021	Julia R. Kobilka	Employee Reimbursement	65.02
72448	08/25/21	kub001	Aug 2021	Kyle W. Kubitza	Employee Reimbursement	143.93
72449	08/25/21	lan009	594	Landbridge Ecological, Inc.	Stewardship Grant Fund	3,603.75
72450	08/25/21	mbc001	1110	MB Consulting	Events	2,125.64
72451	08/25/21	mel001	Jul/Aug 2021	Michelle L. Melser	Employee Reimbursement	255.98
72452	08/25/21	mel001	Jul/Aug 2021	Michelle L. Melser	Employee Reimbursement	141.46
72453	08/25/21	min008	30283	Minnesota Native Landscapes, Inc.	Construction Imp.-Maint.	16,360.00
72454	08/25/21	nsp001	744561981	Xcel Energy	Project Operations/Utilities	1,182.81
72455	08/25/21	pac001	21100344251	Pace Analytical Services, Inc.	Water QM Staff	1,204.00
72456	08/25/21	qwe001	Aug 2021	CenturyLink	Project Operations	246.63
72457	08/25/21	red002	150463738	Redpath & Company	July Accounting	2,059.24
72458	08/25/21	san003	072821	Sandstrom Land Management	Construction Imp.-Maint.	7,112.50
72459	08/25/21	sch009	27590	Schlomka Services, LLC	Water QM Staff	1,510.00
72460	08/25/21	sim001	Jul/Aug 2021	Emily Simmons	Employee Reimbursement	153.75
72461	08/25/21	sod001	Aug 2021	Nicole Soderholm	Employee Reimbursement	39.49
72462	08/25/21	sto003	Aug 2021	Michael J Stoffel	Employee Reimbursement	87.19
72463	08/25/21	stu001	2019502	Studio Lola	Events	265.75
72464	08/25/21	sun001	Progress Pay #6-Final	Sunram Construction, Inc	BMP Cost Share Program	32,326.36
72465	08/25/21	tim002	M26657	Timesaver Off-Site Secretarial, Inc.	Committee/Board Meeting Exp.	223.00
72466	08/25/21	tro002	21-08	Cathy Troendle	Educational Program	762.87
72467	08/25/21	usb002	Aug 2021	U.S. Bank	August Credit Card	1,801.15
72468	08/25/21	vla001	Jan 2021	Dave Vlasin	Employee Reimbursement	385.78
72469	08/25/21	was002	5313	Washington Conservation District	Stewardship Grant Fund	4,125.75
<b>Total</b>						<b>\$321,081.96</b>



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

Check #	Date	Payee ID	Invoice #	Payee	Description	Amount
EFT	07/09/21	myp001	07/09/21	July 9th Payroll Fees	4110-101-000	75.50
EFT	07/23/21	myp001	07/23/21	July 23rd Payroll Fees	4110-101-000	75.50
Dir.Dep.	08/06/21	---	Payroll Expense-Net	August 6th Payroll	4010-101-000	31,883.53
EFT	08/06/21	int002	Internal Rev.Serv.	August 6th Federal Withholding	2001-101-000	11,082.92
EFT	08/06/21	mnd001	MN Revenue	August 6th State Withholding	2003-101-000	2,031.56
EFT	08/06/21	per001	PERA	August 6th PERA	2011-101-000	6,263.10
EFT	08/06/21	emp002	Empower Retirement	Employee Def.Comp. Contributions	2016-101-000	2,645.00
EFT	08/06/21	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	450.00
Dir.Dep.	08/20/21	---	Payroll Expense-Net	August 20th Payroll	4010-101-000	31,883.55
EFT	08/20/21	int002	Internal Rev.Serv.	August 20th Federal Withholding	2001-101-000	11,082.88
EFT	08/20/21	mnd001	MN Revenue	August 20th State Withholding	2003-101-000	2,031.56
EFT	08/20/21	per001	PERA	August 20th PERA	2011-101-000	6,263.10
EFT	08/20/21	emp002	Empower Retirement	Employee Def.Comp. Contributions	2016-101-000	2,645.00
EFT	08/20/21	emp002	Empower Retirement	Employee IRA Contributions	2018-101-000	450.00
<b>Payroll/Benefits:</b>						<b><u>\$108,863.20</u></b>
<b>Total</b>						<b>Accounts Payable/Payroll/Benefi <u>\$429,945.16</u></b>

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

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
08/11/21	EFT	hea002	HealthPartners	4040-101-000	Employee Benefits-General	\$11,560.27	
08/11/21	EFT	met008	MetLife-Group Benefits	4040-101-000	Employee Benefits-General	1,629.67	
08/16/21	72406	aws001	AWS Service Center	4341-101-000	Janitorial/Trash Service	257.07	
08/16/21	72407	cad001	Allstream	4530-101-000	Water QM Staff-General	73.85	
08/16/21	72408	hom001	Home Depot Credit Services	4670-101-000	Natural Resources Project-General	132.29	
08/16/21	72409	nar001	Nardini Fire Equipment	4343-101-000	Bldg./Site Maintenance	45.00	
08/16/21	72410	nsp001	Xcel Energy			531.90	
				4342-101-000	Utilities/Bldg. Contracts		499.34
				4630-520-000	Construction-Flood Damage		32.56
08/16/21	72411	pac001	Pace Analytical Services, Inc.	4530-101-000	Water QM Staff-General	4,438.00	
08/16/21	72412	pre003	Premium Waters, Inc.	4342-101-000	Utilities/Bldg. Contracts	26.00	
08/16/21	72413	red002	Red Wing Business Advantage Account	4040-101-000	Employee Benefits-General	200.00	
08/16/21	72414	ret001	The Retrofit Companies, Inc.	4343-101-000	Bldg./Site Maintenance	24.75	
08/16/21	72415	sig001	Sign-A-Rama	4840-101-000	Vehicle Misc.-General	120.37	
08/16/21	72416	usb005	US Bank Equipment Finance	4335-101-000	Printing-General	294.00	
08/16/21	72417	van001	Vanguard Cleaning Systems of Minnesota	4341-101-000	Janitorial/Trash Service	550.00	
08/25/21	72418	ahl001	Paige Ahlborg			209.92	
				4040-101-000	Employee Benefits-General		80.00
				4020-101-000	Employee Expenses-General		129.92
08/25/21	72419	ama001	Amazeworks	4350-101-000	Training & Education-General	6,500.00	
08/25/21	72420	app001	Applied Ecological Services, Inc.	4630-516-000	Construction Imp.-Maint & Repair	4,058.10	
08/25/21	72421	bar001	Barr Engineering			103,485.17	
				4121-101-000	Engineering Admin-General Fund		5,708.00
				4123-101-000	Engineering-Review		1,910.00
				4129-101-000	Project Feasability-General		3,855.50
				4129-101-000	Project Feasability-General		736.00
				4129-101-000	Project Feasability-General		6,051.00
				4129-101-000	Project Feasability-General		2,123.40
				4129-101-000	Project Feasability-General		5,994.00
				4520-101-000	Water QM-Engineering		232.00
				4520-101-000	Water QM-Engineering		246.00
				4124-101-000	Engineering-Permit Review		1,672.00
				4661-101-000	SLMP/TMDL Studies		250.00
				4661-101-000	SLMP/TMDL Studies		1,674.50
				4695-101-000	Research Projects-General		4,838.50
				4695-101-000	Research Projects-General		85.00
				4695-101-000	Research Projects-General		7,326.22
				4650-101-000	Engineering-Project Operations		510.50
				4650-101-000	Engineering-Project Operations		995.00
				4128-518-000	Engineering-School/Commer Retrofit		1,770.64
				4128-518-000	Engineering-School/Commer Retrofit		12,459.58
				4128-518-000	Engineering-School/Commer Retrofit		845.00
				4128-518-000	Engineering-School/Commer Retrofit		3,206.50
				4682-529-000	Stewardship Grant Fund		3,625.50
				4128-520-000	Engineering-Flood Damage		10,335.00
				4128-520-000	Engineering-Flood Damage		5,695.16
				4128-520-000	Engineering-Flood Damage		1,238.00
				4128-516-000	Engineering-Maint. & Repair		15,597.55
				4128-516-000	Engineering-Maint. & Repair		131.12
				4128-516-000	Engineering-Maint. & Repair		137.50
				4128-516-000	Engineering-Maint. & Repair		4,236.00

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

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
08/25/21	72422	bar002	Bill Bartodziej			305.04	
				4040-101-000	Employee Benefits-General		40.00
				4020-101-000	Employee Expenses-General		169.68
				4372-101-000	Events		95.36
08/25/21	72423	bar004	Deborah Barnes	4040-101-000	Employee Benefits-General	40.00	
08/25/21	72424	bat002	Batteries Plus Bulbs	4530-101-000	Water QM Staff-General	247.95	
08/25/21	72425	ble002	Matt Bleifuss	4682-529-000	Stewardship Grant Fund	808.63	
08/25/21	72426	blo001	Simba Blood			290.50	
				4020-101-000	Employee Expenses-General		135.41
				4365-101-000	Committee/Board Meeting Exp.		53.09
				4040-101-000	Employee Benefits-General		80.00
				4682-529-000	Stewardship Grant Fund		22.00
08/25/21	72427	bro001	Brock White, Inc.	4670-101-000	Natural Resources Project-General	487.50	
08/25/21	72428	cad001	Allstream	4530-101-000	Water QM Staff-General	73.85	
08/25/21	72429	car007	Carp Solutions	4670-101-000	Natural Resources Project-General	28,480.00	
08/25/21	72430	cas001	Will Castellanos	4682-529-000	Stewardship Grant Fund	7,979.50	
08/25/21	72431	cit010	City of White Bear Lake	4682-529-000	Stewardship Grant Fund	17,657.25	
08/25/21	72432	cit011	City of Roseville	4325-101-000	IT/Website/Software	4,958.78	
08/25/21	72433	com004	Comcast	4342-101-000	Utilities/Bldg. Contracts	79.07	
08/25/21	72434	com006	33rd Company	4682-529-000	Stewardship Grant Fund	9,000.00	
08/25/21	72435	dav003	Davey Resource Group, Inc.	4630-516-000	Construction Imp.-Maint & Repair	17,533.75	
08/25/21	72436	dic001	Carrie Dickso	4682-529-000	Stewardship Grant Fund	4,898.93	
08/25/21	72437	don001	Matthew Doneux			824.92	
				4040-101-000	Employee Benefits-General		80.00
				4670-101-000	Natural Resources Project-General		744.92
08/25/21	72438	eve002	Kae Evensen	4682-529-000	Stewardship Grant Fund	383.20	
08/25/21	72439	fis002	Fish & Waters Conservation Fund	4682-529-000	Stewardship Grant Fund	8,430.00	
08/25/21	72440	fit002	Mary Fitzgerald	4040-101-000	Employee Benefits-General	60.19	
08/25/21	72441	fre001	Freshwater Society	4695-101-000	Research Projects-General	5,000.00	
08/25/21	72442	gal001	Galawitz Olson, PLLC	4131-101-000	Attorney General-General	1,531.00	
08/25/21	72443	haz001	Lauren Hazenson	4040-101-000	Employee Benefits-General	160.00	
08/25/21	72444	int001	Office of MN, IT Services	4310-101-000	Telephone-General	59.34	
08/25/21	72445	inn003	Intereum, Inc.	4703-101-000	Office Equipment-General	1,433.74	
08/25/21	72446	kin001	FedEx Office	4370-101-000	Educational Program-General	40.41	
08/25/21	72447	kob001	Julia R., Kobilka	4020-101-000	Employee Expenses-General	65.02	
08/25/21	72448	kub001	Kyle W. Kubitza			143.93	
				4020-101-000	Employee Expenses-General		132.16
				4530-101-000	Water QM Staff-General		11.77
08/25/21	72449	lan009	Landbridge Ecological, Inc.	4682-529-000	Stewardship Grant Fund	3,603.75	
08/25/21	72450	mbc001	MB Consulting	4372-101-000	Events	2,125.64	
08/25/21	72451	mel001	Michelle L. Melser	4040-101-000	Employee Benefits-General	255.98	
08/25/21	72452	mel001	Michelle L. Melser	4020-101-000	Employee Expenses-General	141.46	
08/25/21	72453	min008	Minnesota Native Landscapes, Inc.	4630-516-000	Construction Imp.-Maint. & Repair	16,360.00	
08/25/21	72454	nsp001	Xcel Energy			1,182.81	
				4650-101-000	Project Operations-General		124.80
				4342-101-000	Utilities/Bldg. Contracts		823.03
				4650-520-000	Project Operations-Flood		234.98
08/25/21	72455	pac001	Pace Analytical Services, Inc.	4530-101-000	Water QM Staff-General	1,204.00	

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

Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
08/25/21	72456	qwe001	CenturyLink	4650-101-000	Project Operations-General	246.63	
08/25/21	72457	red002	Redpath & Company, Ltd.	4110-101-000	Auditor/Accounting	2,059.24	
08/25/21	72458	san003	Sandstrom Land Management	4630-516-000	Construction Imp.-Maint. & Repair	7,112.50	
08/25/21	72459	sch009	Schlomka Services, LLC	4530-101-000	Water QM Staff-General	1,510.00	
08/25/21	72460	sim001	Emily Simmons			153.75	
				4670-101-000	Natural Resources Project-General		20.92
				4020-101-000	Employee Expenses-General		132.83
08/25/21	72461	sod001	Nicole Soderholm	4040-101-000	Employee Benefits-General	39.49	
08/25/21	72462	sto003	Michael J. Stoffel	4020-101-000	Employee Expenses-General	87.19	
08/25/21	72463	stu001	Studio Lola	4372-101-000	Events	265.75	
08/25/21	72464	sun001	Sunram Construction, Inc.	4682-518-000	BMP Cost Share Program	32,326.36	
08/25/21	72465	tim002	Timesaver Off-Site Secretarial, Inc.	4365-101-000	Committee/Board Meeting Expense	223.00	
08/25/21	72466	tro002	Cathy Troendle			762.87	
				4370-101-000	Educational Program-General		600.00
				4370-101-000	Educational Program-General		72.30
				4370-101-000	Educational Program-General		90.57
08/25/21	72467	usb002	U.S. Bank			1,801.15	
				4320-101-000	Office Supplies-General		53.82
				4325-101-000	IT/Website/Software		93.01
				4320-101-000	Office Supplies-General		86.75
				4338-101-000	Dues & Publications		120.00
				4703-101-000	Equipment		90.26
				4703-101-000	Equipment		32.13
				4343-101-000	Bldg./Site Maintenance		27.97
				4343-101-000	Bldg./Site Maintenance		109.97
				4341-101-000	Janitorial/Trash Service		256.87
				4650-101-000	Project Operations-General		107.73
				4371-101-000	Marketing & Communications		50.00
				4371-101-000	Marketing & Communications		135.00
				4372-101-000	Events		168.00
				4371-101-000	Marketing & Communications		35.94
				4040-101-000	Employee Benefits-General		39.95
				4372-101-000	Events		141.84
				4670-101-000	Natural Resources Project-General		15.26
				4670-101-000	Natural Resources Project-General		58.90
				4338-101-000	Dues & Publications		142.75
				4670-101-000	Natural Resources Project-General		35.00
08/25/21	72468	vla001	Dave Vlasin			385.78	
				4020-101-000	Employee Expenses-General		5.60
				4040-101-000	Employee Benefits-General		356.80
				4630-516-000	Construction Imp.-Maint. & Repair		23.38
08/25/21	72469	was002	Washington Conservation District	4682-529-000	Stewardship Grant Fund	4,125.75	
<b>Accounts Payable Total:</b>						<b>\$321,081.96</b>	
EFT	07/09/21	myp001	Payroll Fees	4110-101-000	July 9th Payroll Fees	75.50	
EFT	07/23/21	myp001	Payroll Fees	4110-101-000	July 23rd Payroll Fees	75.50	
Dir.Dep.	08/06/21	---	Payroll Expense-Net	4010-101-000	August 6th Payroll	31,883.53	
EFT	08/06/21	int002	Internal Rev.Serv.	2001-101-000	August 6th Federal Withholding	11,082.92	
EFT	08/06/21	mnd001	MN Revenue	2003-101-000	August 6th State Withholding	2,031.56	

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


Date	Check #	Vendor ID	Name	Account ID	Account Description	Amount	Check Detail
EFT	08/06/21	per001	PERA	2011-101-000	August 6th PERA	6,263.10	
EFT	08/06/21	emp002	Empower Retirement	2016-101-000	Employee Def.Comp. Contributions	2,645.00	
EFT	08/06/21	emp002	Empower Retirement	2018-101-000	Employee IRA Contributions	450.00	
Dir.Dep.	08/20/21	---	Payroll Expense-Net	4010-101-000	August 20th Payroll	31,883.55	
EFT	08/20/21	int002	Internal Rev.Serv.	2001-101-000	August 20th Federal Withholding	11,082.88	
EFT	08/20/21	mnd001	MN Revenue	2003-101-000	August 20th State Withholding	2,031.56	
EFT	08/20/21	per001	PERA	2011-101-000	August 20th PERA	6,263.10	
EFT	08/20/21	emp002	Empower Retirement	2016-101-000	Employee Def.Comp. Contributions	2,645.00	
EFT	08/20/21	emp002	Empower Retirement	2018-101-000	Employee IRA Contributions	450.00	
<b>Payroll/Benefits</b>						<b>\$108,863.20</b>	
<b>TOTAL:</b>						<b>\$429,945.16</b>	



Summary of Professional Engineering Services During the Period  
July 17, 2021 through August 13, 2021

	Total Engineering Budget (2021)	Total Fees to Date (2021)	Budget Balance (2021)	Fees During Period	District Accounting Code	Plan Implementation Task Number
<b>Engineering Administration</b>						
General Engineering Administration	\$76,000.00	\$44,431.00	\$31,569.00	\$5,708.00	4121-101	DW-13
RWMWD Health and Safety/ERTK Program	\$2,000.00	\$525.00	\$1,475.00	\$0.00	4697-101	DW-13
Educational Program/Educational Forum Assistance	\$20,000.00	\$17,120.00	\$2,880.00	\$0.00	4129-101	DW-11
<b>Engineering Review</b>						
Engineering Review	\$55,000.00	\$34,386.00	\$20,614.00	\$1,910.00	4123-101	DW-13
<b>Project Feasibility Studies</b>						
Interim emergency response plan funds for top priority District flooding areas	\$60,000.00	\$37,211.75	\$22,788.25	\$3,855.50	4129-101	DW-19
Groundwater/Surface Water Next Steps	\$50,000.00	\$226.00	\$49,774.00	\$0.00	4129-101	DW-16
FEMA Flood Mapping Update (2020)	\$109,720.00	\$86,783.50	\$22,936.50	\$736.00	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	\$22,570.71	\$52,429.29	\$6,051.00	4129-101	DW-9, BELT-3
Grass Lake Berm Wetland	\$35,000.00	\$9,665.40	\$25,334.60	\$2,123.40	4129-101	
Ames Lake Technical Assistance and Project Planning with St. Paul	\$25,000.00	\$15,316.91	\$9,683.09	\$5,994.00	4129-101	DW-9, BELT-3
Battle Creek PFAS (monitoring, source ID, meetings, communications)	\$25,000.00	\$0.00	\$25,000.00		4129-101	DW-10
694/494/94 WQ treatment feasibility study	\$30,000.00	\$0.00	\$30,000.00		4129-101	BCL-3
Subwatershed feasibility studies for At-Risk creeks (Fish Creek and Gervais Creek)	\$35,000.00	\$270.00	\$34,730.00	\$0.00	4129-101	DW-1, DW-2, DW-6
Wetland Restoration Workshop, Education, and Planning	\$25,000.00	\$0.00	\$25,000.00		4129-101	DW-8
Contingency*	\$50,000.00	\$0.00	\$50,000.00		4129-101	
<b>GIS Maintenance</b>						
GIS Maintenance	\$5,000.00	\$0.00	\$5,000.00		4170-101	DW-13
<b>Monitoring Water Quality/Project Monitoring</b>						
Lake Water Quality Monitoring (Misc QA/QC)	\$10,000.00	\$358.18	\$9,641.82	\$232.00	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	\$11,120.50	\$13,879.50	\$246.00	4520-101	DW-12
<b>Permit Processing, Inspection and Enforcement</b>						
Permit Application Inspection and Enforcement	\$10,000.00	\$0.00	\$10,000.00		4122-101	DW-7
Permit Application Review	\$55,000.00	\$30,695.00	\$24,305.00	\$1,672.00	4124-101	DW-7
<b>Lake Studies/WRPPs/TMDL Reports</b>						
2020 Grant Applications	\$40,000.00	\$0.00	\$40,000.00		4661-101	DW-13
Tanners Flood Response Tool Model Update	\$3,000.00	\$3,830.00	-\$830.00	\$250.00	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	\$2,247.50	\$12,752.50	\$1,674.50	4661-101	DW-13
Contingency for Lake Studies	\$25,000.00	\$0.00	\$25,000.00		4661-101	
<b>Research Projects</b>						
New Technology Mini Case Studies (average 6 per year)	\$12,000.00	\$9,206.50	\$2,793.50	\$4,838.50	4695-101	DW-12
Kohlman Permeable Weir Test System - Implement Monitoring Plan	\$15,000.00	\$8,283.50	\$6,716.50	\$85.00	4695-101	DW-12
Phalen Chain of Lakes Changes in Water Quality	\$10,000.00	\$7,383.00	\$2,617.00	\$0.00	4695-101	DW-2, DW-12
Shallow Lake Aeration Study	\$36,000.00	\$31,038.01	\$4,961.99	\$7,326.22	4695-101	DW-12
<b>Project Operations</b>						
2020 Tanners Alum Facility Monitoring	\$15,000.00	\$11,763.50	\$3,236.50	\$510.50	4650-101	Tal-3
Beltline Outlet and Keller Channel Operations Plans	\$30,000.00	\$2,945.00	\$27,055.00	\$995.00	4650-101	DW-9, BELT-3
<b>Capital Improvements</b>						
East St. Paul Target	\$45,000.00	\$52,269.51	-\$7,269.51	\$1,770.64	4128-518	DW-6
North St. Paul Target	\$150,000.00	\$136,649.82	\$13,350.18	\$12,459.58	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	\$4,303.00	\$40,697.00	\$845.00	4128-518	DW-6
School Sites Retrofit Projects 2021 (Targeted Retrofits)	\$45,000.00	\$2,522.00	\$42,478.00	\$0.00	4128-518	DW-6
Church Sites Retrofit Projects 2021 (Targeted Retrofit)	\$45,000.00	\$14,850.50	\$30,149.50	\$3,206.50	4128-518	DW-6
BMP Incentive Fund: Gen1 BMP Design Assistance and Review (cases where Dist is approached by landowner, or landowner is not commercial, school, church).	\$75,000.00	\$26,944.20	\$48,055.80	\$3,625.50	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	\$24,270.39	\$729.61	\$0.00	4128-518	DW-6, WL-1
Wakefield Park/Frost Avenue Stormwater Project	\$17,500.00	\$23,746.27	-\$6,246.27	\$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 Outlet Resiliency Modifications	\$250,000.00	\$239,576.15	\$10,423.85	\$10,335.00	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, DW-9, BELT-3, GC-3
Ryan Drive-Keller Parkway Conveyance	\$194,000.00	\$152,007.35	\$41,992.65	\$5,695.16	4128-520	
Twin Lake Outlet Easement Acquisition, Permitting, Construction Plans (2020)	\$90,000.00	\$74,227.87	\$15,772.13	\$1,238.00	4128-520	DW-9
Place holder for feas. study (other) recommendations	\$25,000.00	\$0.00	\$25,000.00		4128-520	
<b>CIP Project Repair &amp; Maintenance</b>						
Routine CIP Inspection and Unplanned Maintenance Identification	\$75,000.00	\$80,939.10	-\$5,939.10	\$15,597.55	4128-516	DW-5
Beltline 5-year Inspection	\$70,000.00	\$19,017.44	\$50,982.56	\$131.12	4128-516	BELT-2
CR D Ravine	\$32,500.00	\$137.50	\$32,362.50	\$137.50	4128-516	DW-5
2021 CIP Maintenance and Repairs	\$150,000.00	\$124,179.84	\$25,820.16	\$4,236.00	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
<b>TOTAL PAYABLE FOR PERIOD 07/17/21 - 8/13/21</b>						
				\$103,485.17		

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

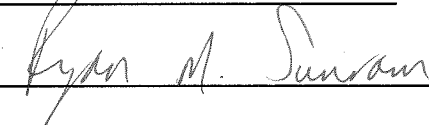
  
Bradley J. Lindaman, Vice President

**Target East St. Paul Retail Store Stormwater Retrofits**  
**Progress Payment Number 6 - FINAL**


1.0	Total Completed Through This Period:	<u>\$646,527.13</u>	
2.0	Total Completed Previously:	<u>\$646,527.13</u>	
3.0	Total Completed This Period:		<u>\$0.00</u>
4.0	Amount Previously Retained:	<u>\$32,326.36</u>	
5.0	Amount Retained This Period (See Note 1):		<u>\$0.00</u>
6.0	Total Amount Retained (See Note 1):	<u>\$32,326.36</u>	
7.0	Retainage Released Through This Period:		<u>\$32,326.36</u>
8.0	Total Retainage Remaining:	<u>\$0.00</u>	
9.0	Amounts Previously Paid:	<u>\$614,200.77</u>	
10.0	Amount Due This Estimate:		<u><u>\$32,326.36</u></u>

Note 1: At rate of 5%.

**SUBMITTED BY:**

Name: Ryan Sunram Date: 8-19-2021  
Title: Project Manager  
Contractor: Sunram Construction, Inc.  
Signature: 

**RECOMMENDED BY:**

Name: Leslie DellAngelo Date: 8/19/2021  
Title: Project Engineer  
Engineer: Barr Engineering Company  
Signature: 

**APPROVED BY:**

Name: Larry Swope Date: \_\_\_\_\_  
Title: President  
Owner: Ramsey-Washington Metro Watershed District  
Signature: \_\_\_\_\_

Target East St. Paul Retail Store Stormwater Retrofits  
 Ramsey-Washington Metro Watershed District  
 Summary of Work Completed Through August 17, 2021 for Progress Payment Number 6 - FINAL

Item	Description	Unit	Estimated Quantity	Unit Price	Extension	(1) Total Completed Through This Period		(2) Total Completed Through Previous Period		(3) Total Completed This Period	
						Quantity	Amount	Quantity	Amount	Quantity	Amount
A	Mobilization/Demobilization	LS	1	39,750.70	39,750.70	1.00	\$39,750.70	1.00	\$39,750.70	0	\$0.00
B	Traffic and Pedestrian Safety Control Measures	LS	1	10,500.00	10,500.00	1.00	\$10,500.00	1.00	\$10,500.00	0	\$0.00
C	Remove and Re-set Two Light Poles	LS	1	10,000.00	10,000.00	1.00	\$10,000.00	1.00	\$10,000.00	0	\$0.00
D	Inlet Protection (P)	EA	15	150.00	2,250.00	12	\$1,800.00	12	\$1,800.00	0	\$0.00
E	Mulch/Rock Filter Biolog	LF	741	4.00	2,964.00	741	\$2,964.00	741	\$2,964.00	0	\$0.00
F	Silt Fence	LF	68	5.00	340.00	0	\$0.00	0	\$0.00	0	\$0.00
G	Street Sweeping	HR	32	125.00	4,000.00	15	\$1,875.00	15	\$1,875.00	0	\$0.00
H	Removal and Disposal of Tree < 7 inch Diameter	EA	20	365.00	7,300.00	20	\$7,300.00	20	\$7,300.00	0	\$0.00
I	Removal and Disposal of Tree 7 inch to 12 inch Diameter	EA	1	750.00	750.00	1	\$750.00	1	\$750.00	0	\$0.00
J	Removal and Disposal of Tree 12 inch to 28 inch Diameter	EA	1	1,100.00	1,100.00	1	\$1,100.00	1	\$1,100.00	0	\$0.00
K	Sawcut Bituminous Pavement (Full Depth) (P)	LF	2,275	4.13	9,395.75	2275	\$9,395.75	2275	\$9,395.75	0	\$0.00
L	Remove and Dispose of Concrete Curb & Gutter	LF	559	8.00	4,472.00	559	\$4,472.00	559	\$4,472.00	0	\$0.00
M	Remove and Dispose of 8 inch Bituminous Pavement (P)	SY	2,976	5.70	16,963.20	2976	\$16,963.20	2976	\$16,963.20	0	\$0.00
N	Remove and Salvage Class 5 Aggregate (P)	CY	407	6.75	2,747.25	407	\$2,747.25	407	\$2,747.25	0	\$0.00
O	Remove and Dispose of Existing RC Storm Sewer Pipe (12 inch-18 inch)	LF	54	26.00	1,404.00	54	\$1,404.00	54	\$1,404.00	0	\$0.00
P	Bulkhead Manhole (at 12 inch RCP Removal)	LS	1	200.00	200.00	1	\$200.00	1	\$200.00	0	\$0.00
Q	Remove and Dispose of Existing Catch Basin	EA	2	575.00	1,150.00	2	\$1,150.00	2	\$1,150.00	0	\$0.00
R	Remove and Salvage Existing Top Soil (P)	CY	39	11.50	448.50	39	\$448.50	39	\$448.50	0	\$0.00
S	Common Excavation (P)	CY	1,521	14.65	22,282.65	1521	\$22,282.65	1521	\$22,282.65	0	\$0.00
T	Dispose Excavated Material Offsite (P)	CY	1,229	14.65	18,004.85	1229	\$18,004.85	1229	\$18,004.85	0	\$0.00
U	Soil Loosening - 18 inch Depth (P)	SY	860	0.85	731.00	860	\$731.00	860	\$731.00	0	\$0.00
V	Replace Salvaged Class 5 Aggregate Base (P)	CY	318	21.75	6,916.50	318	\$6,916.50	318	\$6,916.50	0	\$0.00
W	Replace Salvaged Topsoil (P)	CY	39	20.00	780.00	39	\$780.00	39	\$780.00	0	\$0.00
X	Furnish and Install Class 5 Aggregate Base	TON	2	245.00	490.00	2	\$490.00	2	\$490.00	0	\$0.00
Y	Furnish and Install Topsoil	TON	274	41.75	11,439.50	198	\$8,266.50	198	\$8,266.50	0	\$0.00
Z	Bituminous Base Course 2.5 inch thick (P)	SY	1,901	16.80	31,936.80	1804	\$30,307.20	1804	\$30,307.20	0	\$0.00
AA	Bituminous Wearing Course 1.5 inch thick (P)	SY	1,901	12.60	23,952.60	1804	\$22,730.40	1804	\$22,730.40	0	\$0.00
BB	Tack Coat (P)	SY	1,901	0.22	418.22	1804	\$396.88	1804	\$396.88	0	\$0.00
CC	B6-12 Concrete Curb & Gutter	LF	993	29.85	29,641.05	993	\$29,641.05	993	\$29,641.05	0	\$0.00
DD	Curb cut	EA	2	315.00	630.00	2	\$630.00	2	\$630.00	0	\$0.00
EE	Concrete Swale	LF	120	57.60	6,912.00	120	\$6,912.00	120	\$6,912.00	0	\$0.00
FF	Concrete Edge at Swale	LF	240	24.40	5,856.00	240	\$5,856.00	240	\$5,856.00	0	\$0.00
GG	Painted Pavement Marking	LS	1	2,500.00	2,500.00	1	\$2,500.00	1	\$2,500.00	0	\$0.00
HH	48 inch-Dia. Pre-cast Storm Sewer Manhole, Complete	EA	8	4,475.00	35,800.00	8	\$35,800.00	8	\$35,800.00	0	\$0.00
II	72 inch-Dia. Pre-cast Storm Sewer Manhole w/ Weir, Complete	EA	2	11,437.50	22,875.00	2	\$22,875.00	2	\$22,875.00	0	\$0.00
JJ	3 foot x 2 foot Catch Basin with Sump, Complete	EA	5	3,375.00	16,875.00	5	\$16,875.00	5	\$16,875.00	0	\$0.00
KK	Agri drain & Stop Logs, Complete	EA	3	1,935.00	5,805.00	3	\$5,805.00	3	\$5,805.00	0	\$0.00
LL	Connect to Existing Storm Structure	EA	6	1,130.00	6,780.00	6	\$6,780.00	6	\$6,780.00	0	\$0.00
MM	12 inch RC Storm Sewer Pipe	LF	17	52.50	892.50	17	\$892.50	17	\$892.50	0	\$0.00
NN	10 inch DI Storm Sewer Pipe	LF	59	74.00	4,366.00	59	\$4,366.00	59	\$4,366.00	0	\$0.00
OO	12 inch Perforated CPE Drain Tile and Fittings, no sock (P)	LF	550	37.15	20,432.50	550	\$20,432.50	550	\$20,432.50	0	\$0.00



Target East St. Paul Retail Store Stormwater Retrofits  
 Ramsey-Washington Metro Watershed District  
 Summary of Work Completed Through August 17, 2021 for Progress Payment Number 6 - FINAL

Item	Description	Unit	Estimated Quantity	Unit Price	Extension	(1) Total Completed Through This Period		(2) Total Completed Through Previous Period		(3) Total Completed This Period	
						Quantity	Amount	Quantity	Amount	Quantity	Amount
PP	10 inch PVC Sewer Pipe and Fittings (P)	LF	60	50.50	3,030.00	60	\$3,030.00	60	\$3,030.00	0	\$0.00
QQ	6 inch Perforated Dual Wall HDPE Drintile Pipe and Fittings (no sock) (P)	LF	200	17.30	3,460.00	200	\$3,460.00	200	\$3,460.00	0	\$0.00
RR	6 inch PVC Storm Sewer Pipe and Fittings (P)	LF	90	33.50	3,015.00	90	\$3,015.00	90	\$3,015.00	0	\$0.00
SS	6 inch Drintile Cleanout and Cover Unit	EA	12	475.00	5,700.00	6	\$2,850.00	6	\$2,850.00	0	\$0.00
TT	6 inch Drintile Connection to Structure	EA	5	815.00	4,075.00	4	\$3,260.00	4	\$3,260.00	0	\$0.00
UU	Clean Washed Sand with 5 percent iron aggregate (P)	CY	46	245.00	11,270.00	57	\$13,965.00	57	\$13,965.00	0	\$0.00
VV	Small Splash Block Assembly (Pipe Discharge)	EA	5	800.00	4,000.00	5	\$4,000.00	5	\$4,000.00	0	\$0.00
WW	Large Splash Block Assembly (Curb cut)	EA	2	1,885.00	3,770.00	1	\$1,885.00	1	\$1,885.00	0	\$0.00
XX	Limestone Block Retaining Wall	SFF	432	53.25	23,004.00	445	\$23,696.25	445	\$23,696.25	0	\$0.00
YY	Twice Shredded Hardwood Mulch (P)	CY	110	63.00	6,930.00	110	\$6,930.00	110	\$6,930.00	0	\$0.00
ZZ	Planting Soil (75% sand, 25% leaf compost - MnDOT Grade II) (P)	CY	203	47.00	9,541.00	203	\$9,541.00	203	\$9,541.00	0	\$0.00
AAA	2 inch-4 inch Clean Washed Angular Rock (Granite)	TON	300	73.75	22,125.00	302	\$22,272.50	302	\$22,272.50	0	\$0.00
BBB	Filtration Soil Washed into 2 inch-4 inch Rock (P)	CY	45	96.00	4,320.00	45	\$4,320.00	45	\$4,320.00	0	\$0.00
CCC	1/4 inch Clean Washed Chip (Granite)	TON	80	87.00	6,960.00	80	\$6,960.00	80	\$6,960.00	0	\$0.00
DDD	3/4 inch Clean Washed Chip (Granite)	TON	80	87.00	6,960.00	83	\$7,221.00	83	\$7,221.00	0	\$0.00
EEE	MnDOT Type V Geotextile Filter Fabric (P)	SY	570	3.00	1,710.00	570	\$1,710.00	570	\$1,710.00	0	\$0.00
FFF	Pre-cast Concrete Tree Box with Concrete Frame	EA	3	4,675.00	14,025.00	3	\$14,025.00	3	\$14,025.00	0	\$0.00
GGG	Tree Guard	EA	3	1,625.00	4,875.00	3	\$4,875.00	3	\$4,875.00	0	\$0.00
HHH	Tree Grate	EA	3	2,052.00	6,156.00	3	\$6,156.00	3	\$6,156.00	0	\$0.00
III	Snout Separator	EA	2	1,165.00	2,330.00	2	\$2,330.00	2	\$2,330.00	0	\$0.00
JJJ	4 inch Trench Drain with Concrete Encasement and Herringbone Grate, Complete	LF	210	237.00	49,770.00	210	\$49,770.00	210	\$49,770.00	0	\$0.00
KKK	Perennials - 4 inch pot (P)	EA	303	16.80	5,090.40	303	\$5,090.40	303	\$5,090.40	0	\$0.00
LLL	Perennials - 1 gallon pot (P)	EA	1,701	20.00	34,020.00	1701	\$34,020.00	1701	\$34,020.00	0	\$0.00
MMM	Shrub (#2 Gallon Container) (P)	EA	277	45.15	12,506.55	277	\$12,506.55	277	\$12,506.55	0	\$0.00
NNN	Deciduous Tree (#20, Cont.) (P)	EA	17	305.00	5,185.00	17	\$5,185.00	17	\$5,185.00	0	\$0.00
OOO	Sodding (Salt Tolerant)	SY	62	15.00	930.00	0	\$0.00	0	\$0.00	0	\$0.00
C.O.1	6" Solid Dual Wall HDPE Storm Sewer Pipe and Fittings (P)	LF	290	17.30	5,017.00	290	\$5,017.00	290	\$5,017.00	0	\$0.00
C.O.2.a	Drintile connections and irrigation line repairs in the tree trench	LS	1	1,675.00	1,675.00	1	\$1,675.00	1	\$1,675.00	0	\$0.00
C.O.2.b	Repairs to top of existing storm structure	LS	1	900.00	900.00	1	\$900.00	1	\$900.00	0	\$0.00
C.O.4.A	Large Splash Block Assembly Modification	EA	2	1,885.00	3,770.00	2	\$3,770.00	2	\$3,770.00	0	\$0.00
TOTAL BASE BID =					658,172.52	TOTAL EXT. =	\$646,527.13	\$646,527.13		\$0.00	

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

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

Page: 1  
August 12, 2021  
File No: 9M

General Account

Balance  
\$1,531.00

# Permit Application Coversheet

Date September 01, 2021

Project Name 3M Building 207 Demolition

Project Number 21-26

Applicant Name Eugenia Gutzmann, 3M

Type of Development Park/Green Space

## Property Description

This project is located on the west side of the 3M campus, at McKnight Rd and Innovation Blvd in the City of Maplewood. The applicant is proposing to demolish an existing building and reconstruct sidewalk. The total site area is 7.56 acres. The project reduces impervious area by over 4 acres and will utilize banked credits to treat the small amount of reconstructed impervious area proposed (0.09 acre) in the amount of 359 cubic feet.

## Watershed District Policies or Standards Involved:

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

## Water Quantity Considerations

There are no water quantity considerations.

## Water Quality Considerations

### *Short Term*

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

### *Long Term*

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

## Staff Recommendation

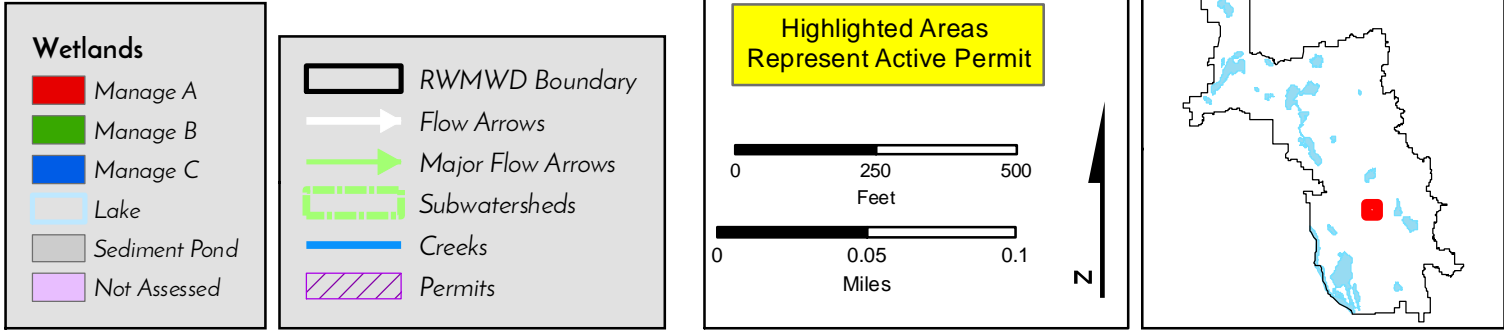
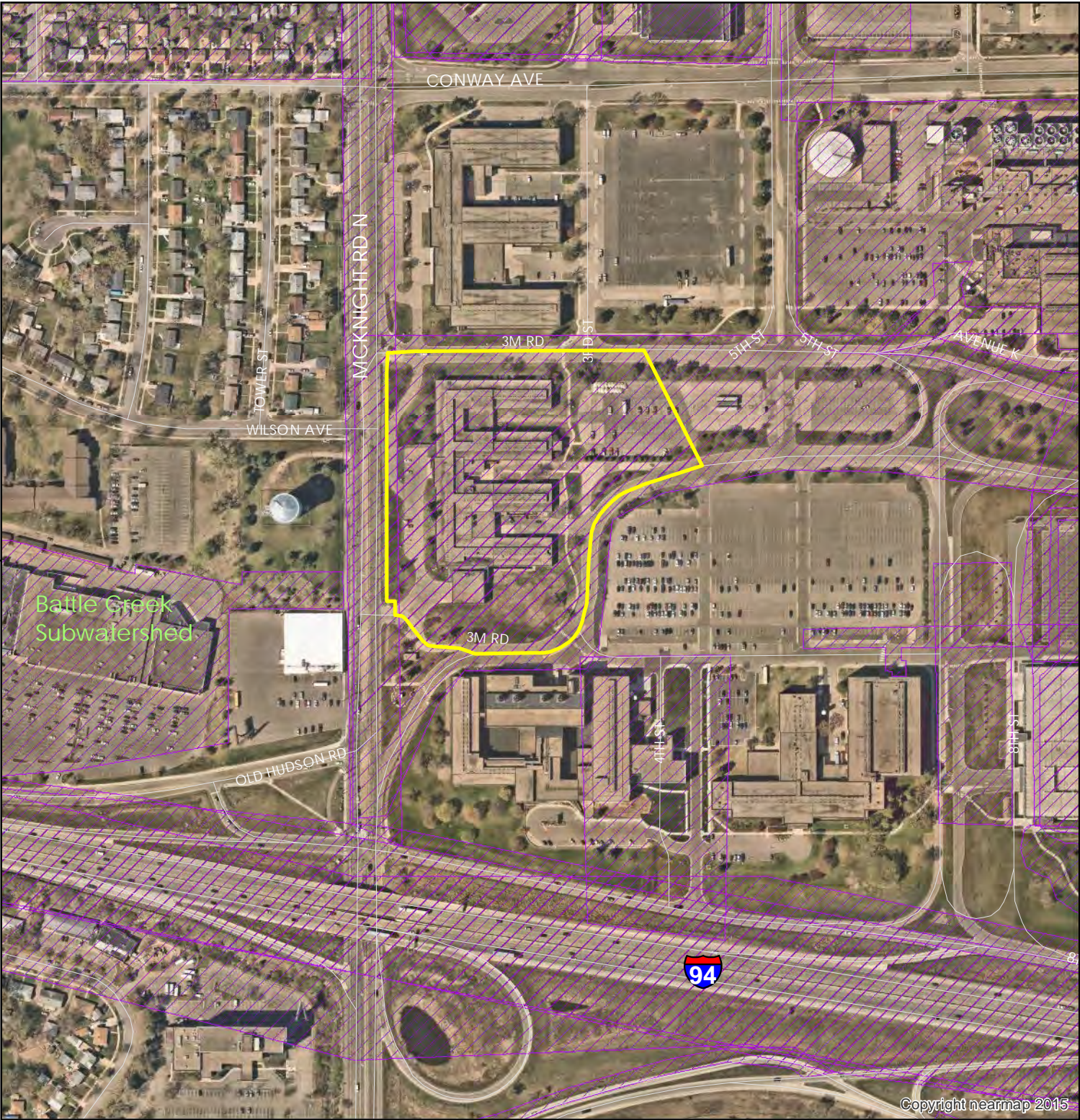
Staff recommends approval of this permit with the special provisions.

## Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan



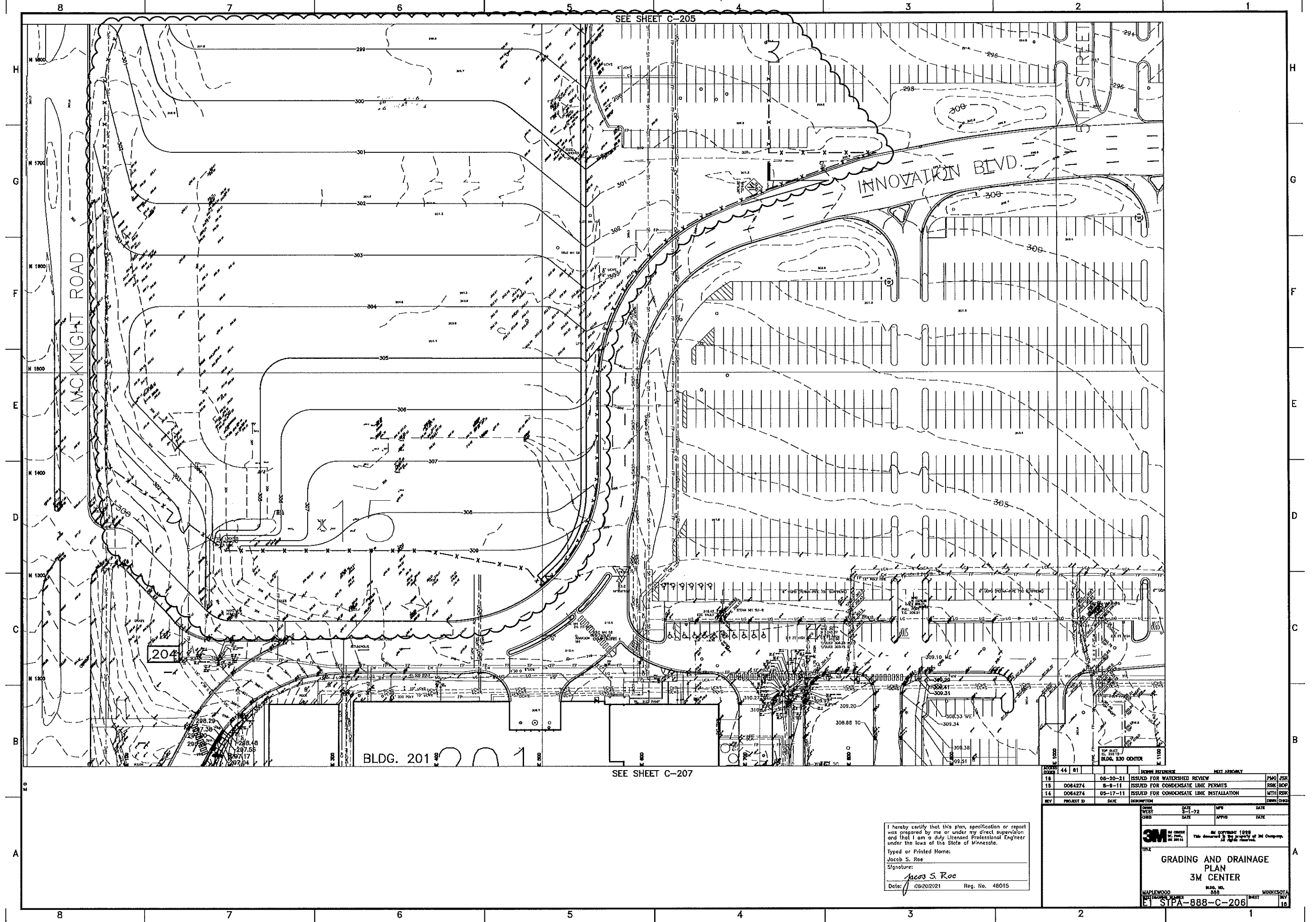
# #21-26 3M Building 207 Demolition





### Special Provisions

1. The applicant shall submit the escrow fee of \$37,800.
2. The applicant shall add notes to the plans:
  - A. Notify Nicole Soderholm, Ramsey-Washington Metro Watershed District, at 651-792-7976 prior to beginning construction activity for an initial SWPPP inspection.
  - B. The specified erosion and sediment control practices are the minimum. Additional practices may be required during the course of construction.
3. The applicant shall submit the final, signed plans set.
4. The applicant shall submit contact information for the trained erosion control coordinator responsible for implementing the Stormwater Pollution Prevention Plan (SWPPP).
5. The applicant shall submit a copy of the approved Minnesota Pollution Control Agency's NPDES Construction Permit coverage for the project.



# Permit Application Coversheet

Date September 01, 2021

Project Name Level Up Academy Addition

Project Number 21-27

Applicant Name Molly Dandeleit, Level Up Academy ISD #4233

Type of Development Institutional

## Property Description

This project is located at the existing Level Up Academy school off County Road E East in the City of White Bear Lake. The applicant is proposing to construct two building additions, reconfigure the parking and bus drop-off areas, and associated stormwater and utilities. The total site area is 3.2 acres. Two filtration basins are proposed to meet stormwater treatment requirements. Filtration is being proposed due to poor soils. Pretreatment includes sumped inlets.

## Watershed District Policies or Standards Involved:

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

## Water Quantity Considerations

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

## Water Quality Considerations

### *Short Term*

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

### *Long Term*

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

## Staff Recommendation

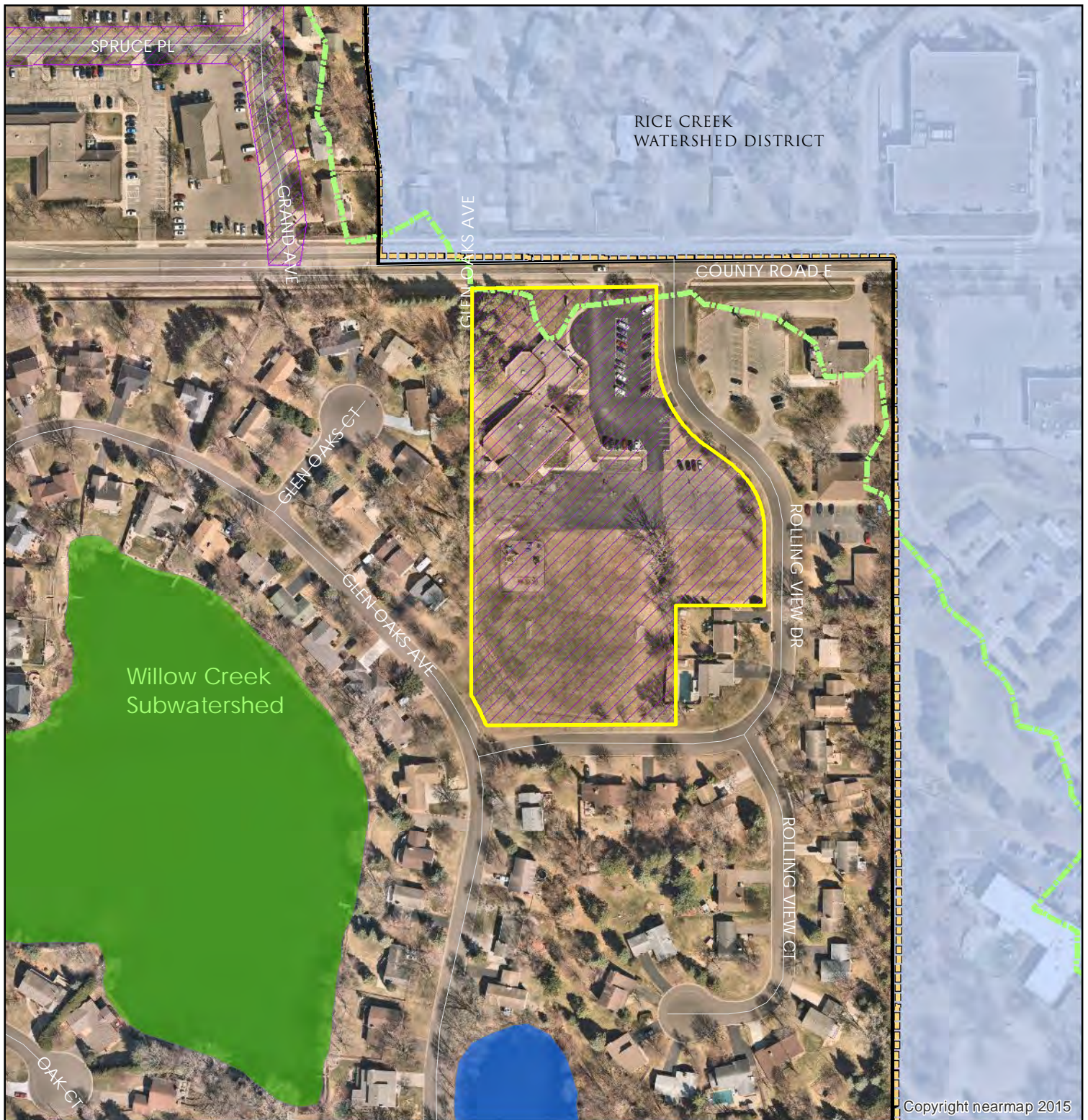
Staff recommends approval of this permit with the special provisions.

## Attachments:

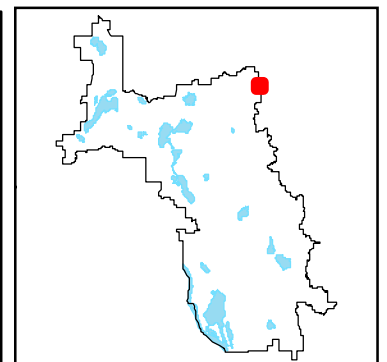
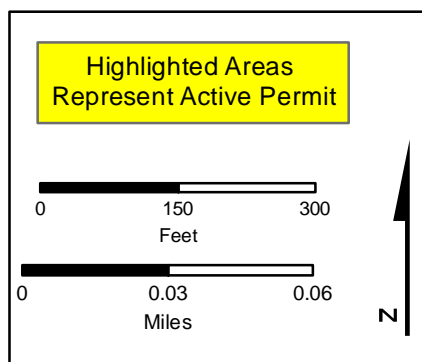
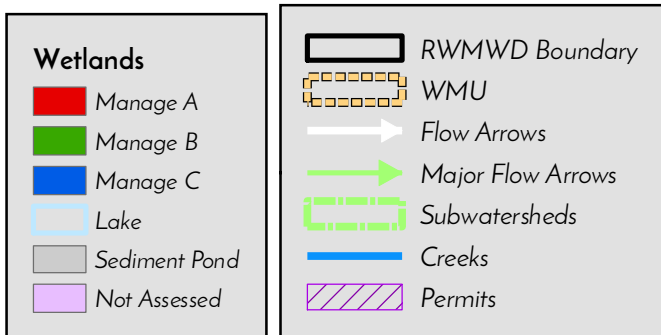
- ☒ Project Location Map
- ☒ Project Grading Plan



# #21-27 Level Up Academy Addition



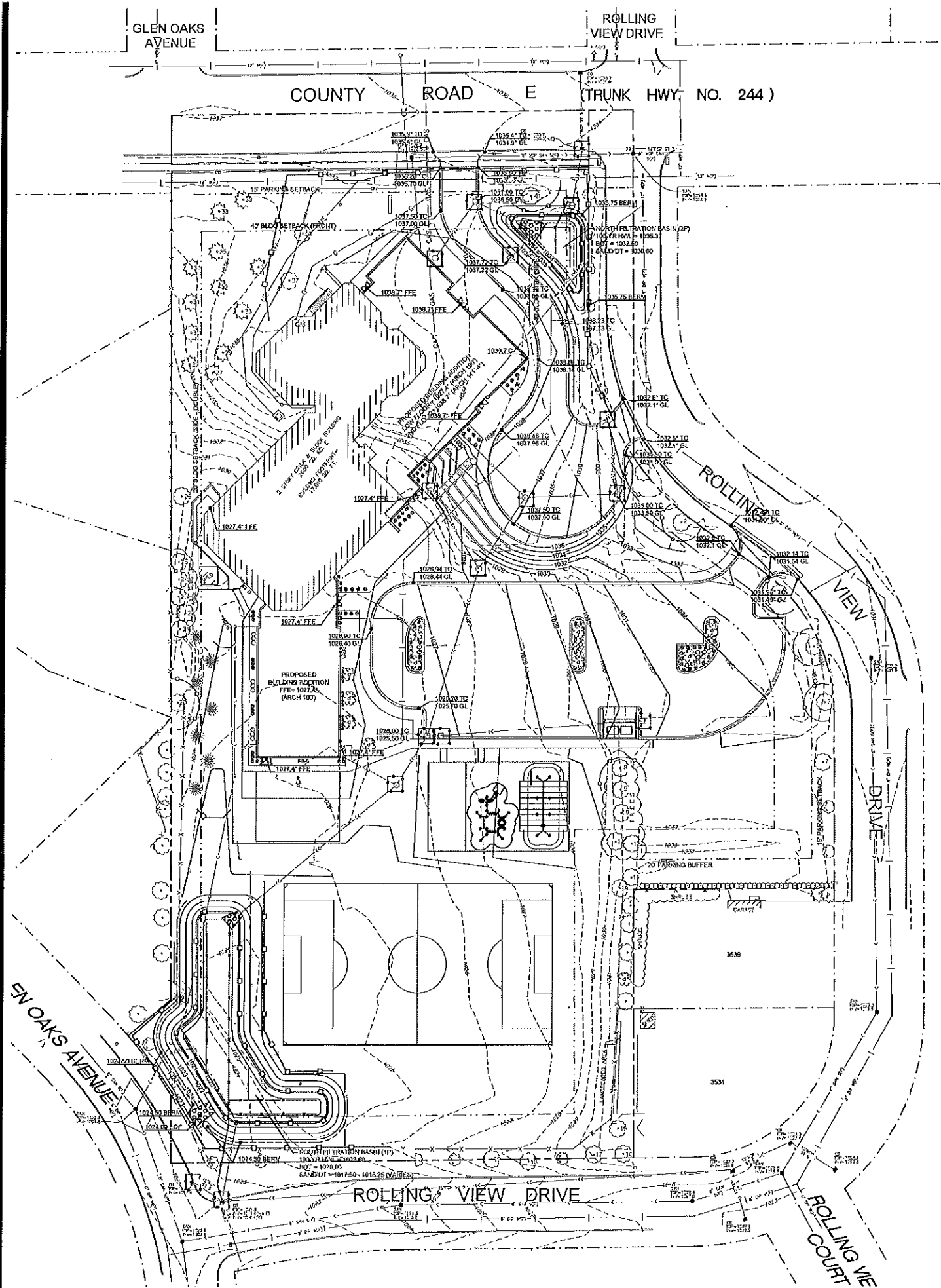
Note: Shaded area is outside RWMWD





### Special Provisions

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



- SYMBOL LEGEND**
- EXISTING CONTOURS
  - PROPOSED CONTOURS - MAJOR INTERVAL
  - PROPOSED CONTOURS - MINOR INTERVAL
  - GRADE BREAK LINE
  - GRADE SLOPE
  - SILT FENCE
  - RIP-RAP / ROCK COIST. ENTRANCE
  - INLET PROTECTION
  - CONCRETE WASHOUT STATION
  - SPOT ABBREVIATIONS:
    - TC - TOP OF CURB
    - GL - GUTTER LINE
    - B - BITUMINOUS
    - C - CONCRETE
    - EO - EMERGENCY OVERFLOW
    - WI - TOP OF WALL
    - BN - BOTTOM OF WALL (FOOT)
    - (\*) - EXISTING TO BE VERIFIED

- GRADING NOTES**
1. Tree protection consisting of snow fence or safety fence installed at the dip line shall be in place prior to beginning any grading or excavation work at the site.
  2. All elevations with an asterisk (\*) shall be field verified. If elevations vary significantly, notify the Engineer for further instructions.
  3. Grades shown in paved areas represent finish elevation.
  4. Restore all disturbed turf areas with 4" of good quality topsoil and seed/sod.
  5. All construction shall be performed in accordance with state and local standard specifications for construction.

- EROSION CONTROL NOTES**
1. Owner and Contractor shall obtain MPCA/MPDES permit. Contractor shall be responsible for all fees pertaining to this permit. The SWPPP shall be kept up-to-date at all times.
  2. Install temporary erosion control measures (silt fence, silt fence, and rock construction entrances) prior to beginning any excavation or demolition work at the site.
  3. Erosion control measures shown on the erosion control plan are the absolute minimum. The contractor shall install temporary earth dikes, sediment traps or basins, additional siltation fencing, and/or dikes the soil parallel to the contours as deemed necessary to further control erosion. All changes shall be recorded in the SWPPP.
  4. All construction site entrances shall be surfaced with crushed rock across the entire width of the entrance and from the entrance to a point 50' into the construction zone.
  5. The toe of the silt fence shall be braced in a minimum of 6'. The bench backfill shall be compacted with a vibratory plate compactor.
  6. All grading operations shall be conducted in a manner to minimize the potential for site erosion. Sediment control practices must be established on all down gradient perimeters before any up gradient land disturbing activities begin.
  7. All exposed soil areas must be stabilized as soon as possible to limit soil erosion but in no case later than 14 days after the construction activity in that portion of the site has temporarily or permanently ceased. Temporary stockpiles without significant silt, clay or organic components (e.g., clean aggregate stockpiles, demolition concrete stockpiles, sand stockpiles) and the constructed base components of roads, parking lots and similar surfaces are exempt from this requirement.
  8. The normal settled perimeter of any temporary or permanent drainage ditch or grade that drains water from any portion of the construction site, or diverts water around the site, must be stabilized within 200 linear feet from the property edge, or from the point of discharge into any surface water. Stabilization of the last 200 linear feet must be completed within 24 hours after connecting to a surface water. Stabilization of the remaining portions of any temporary or permanent ditches or swales must be complete within 14 days after connecting to a surface water and construction in that portion of the ditch has temporarily or permanently ceased.
  9. Pipe outlets must be provided with energy dissipation within 24 hours of connection to surface water.
  10. All riprap shall be installed with a filter material or soil separation fabric and comply with the Minnesota Department of Transportation Standard Specifications.
  11. All storm sewers discharging into wetlands or water bodies shall outlet at or below the normal water level of the respective wetland or water body at an elevation where the downstream slope is 1 percent or flatter. The normal water level shall be the highest elevation of the outlet of the wetland or water body.
  12. All storm sewer catch basins not needed for site drainage during construction shall be covered to prevent runoff from entering the storm sewer system. Catch basins necessary for site drainage during construction shall be provided with inlet protection.
  13. In areas where concentrated flows occur (such as swales and areas in front of storm catch basins and intakes) the erosion control facilities shall be backed by stabilization structure to protect these facilities from the concentrated flows.
  14. Inspect the construction site once every seven days during active construction and within 24 hours after a rainfall event greater than 0.5 inches in 24 hours. All inspections shall be recorded in the SWPPP.
  15. All silt fences must be repaired, replaced, or supplemented when they become nonfunctional or sediment reaches 1/2 of the height of the fence. These repairs must be made within 24 hours of discovery, or as soon as field conditions allow access. All repairs shall be recorded in the SWPPP.
  16. If sediment escapes the construction site, off-site accumulations of sediment must be removed in a timely manner and at a frequency sufficient to minimize off-site impacts.
  17. All silt tracked onto pavement shall be removed daily.
  18. All infiltration areas must be inspected to ensure that no sediment from ongoing construction activity is reaching the infiltration area and these areas are protected from compaction due to construction equipment driving across the infiltration area.
  19. Temporary silt stockpiles must have a silt fence or other effective sediment controls, and cannot be placed in surface water, including stormwater conveyances such as curb and gutter systems, or conduits and ditches unless there is a bypass in place for the stormwater.
  20. Collected sediment, asphalt and concrete mixings, floating debris, paper, plastic, fabric, construction and demolition debris and other wastes must be disposed of properly and must comply with MPCA disposal requirements.
  21. Oil, gasoline, paint and any hazardous substances must be properly stored, including secondary containment, to prevent spills, leaks or other discharge. Restricted access to storage areas must be provided to prevent vandalism. Storage and disposal of hazardous waste must be in compliance with MPCA regulations.
  22. External washing of trucks and other construction vehicles must be limited to a defined area of the site. Runoff must be contained and waste properly disposed of. No engine idling is allowed onsite.
  23. All liquid and solid wastes generated by concrete washout operations must be contained in a leak-proof containment facility or impermeable liner. A compacted clay liner that does not allow washout liquids to enter ground water is considered an impermeable liner. The liquid and solid wastes must not contact the ground, and there must be no runoff from the concrete washout operations or areas. Liquid and solid wastes must be disposed of properly and in compliance with MPCA regulations. A sign must be installed adjacent to each washout facility to inform concrete equipment operators to utilize the proper facilities.
  24. Upon completion of the project and stabilization of all graded areas, all temporary erosion control facilities (silt fences, hay bales, etc.) shall be removed from the site.
  25. All permanent sedimentation basins must be restored to their design condition immediately following stabilization of the site.
  26. Contractor shall submit Notice of Termination for MPCA/MPDES permit within 30 days after Final Stabilization.
  27. Notify Nicole Soderholm, Ramsey-Washington Metro Watershed District, at 651-752-7976 prior to beginning construction activity for an initial SWPPP inspection.
  28. Notify Nicole Soderholm, Ramsey-Washington Metro Watershed District, at 651-752-7976 at least 48 hours prior to construction of erosion basins.

NOT FOR CONSTRUCTION

**POPE ARCHITECTS**

POPE ARCHITECTS, INC.  
1295 BROADWAY BLVD N, SUITE 200  
ST. PAUL, MN 55108-2735  
(651) 642-9200 | FAX (651) 642-1101  
www.popearch.com

**JB VANG**

**Larson Engineering, Inc.**  
3524 Labor Road  
White Bear Lake, MN 55110  
651.451.9120 (F) 651.451.9201  
www.larsoneng.com  
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**LEVEL UP ACADEMY - RENOVATION AND ADDITION**  
2600 CO ROAD EAST,  
WHITE BEAR LAKE,  
MN 55110

**GRADING AND EROSION CONTROL PLAN**

Issues and Revisions:

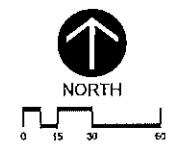
CLIP SUBMITTAL	6-14-21
RAWAD SUBMITTAL	8-11-21
RAWAD SUBMITTAL	8-20-21

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

Eric Q. Meyer, P.E.  
Date: \_\_\_\_\_ Lic. No.: 64592

Completion No: 12216058  
Drawn by: TJR  
Checked by: EGM

SHEET  
**C300**



# Permit Application Coversheet

Date September 01, 2021

Project Name Luella Pond Outlet

Project Number 21-28

Applicant Name Aaron Hass, City of St. Paul

Type of Development Flood Control

---

## Property Description

This project is located on the northwest corner of Luella Pond, at Maryland Ave E and Hazel St N in the City of St. Paul. The applicant is proposing to construct an outlet with a manually operated gate to the currently landlocked basin. The total site area is 0.19 acre. The purpose of the project is to reduce the duration of flooding to private properties adjacent to the pond. A Wetland Conservation Act (WCA) no-loss approval was issued by the City of St. Paul on 8/5/21. The District has reviewed the proposed operations plan for the gate to ensure no adverse flood impacts to properties downstream with regard to peak discharge rates and 100-year peak water surface elevations. The city will be responsible for operating and maintaining the gate.

---

## Watershed District Policies or Standards Involved:

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

---

## Water Quantity Considerations

The proposed design and operations plan is sufficient to prevent adverse flood impacts downstream.

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## Water Quality Considerations

### *Short Term*

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

### *Long Term*

There are no long term water quality considerations.

---

## Staff Recommendation

Staff recommends approval of this permit with the special provisions.

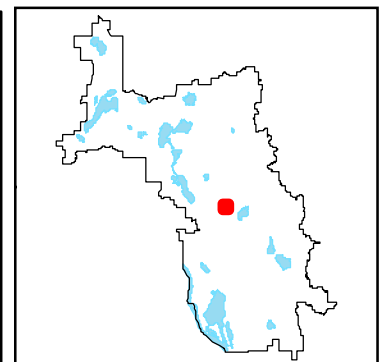
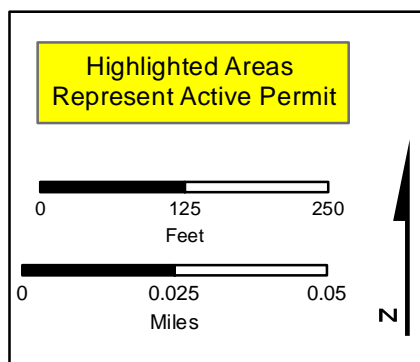
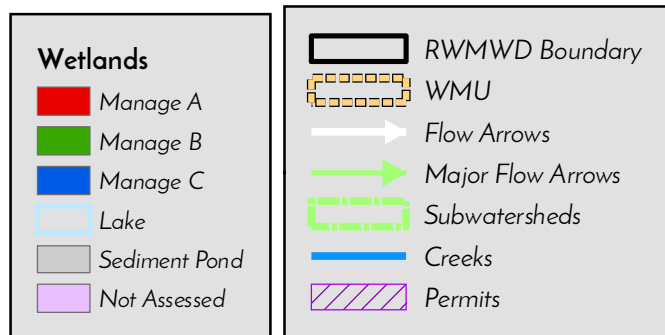
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## Attachments:

- ☒ Project Location Map
- ☒ Project Grading Plan



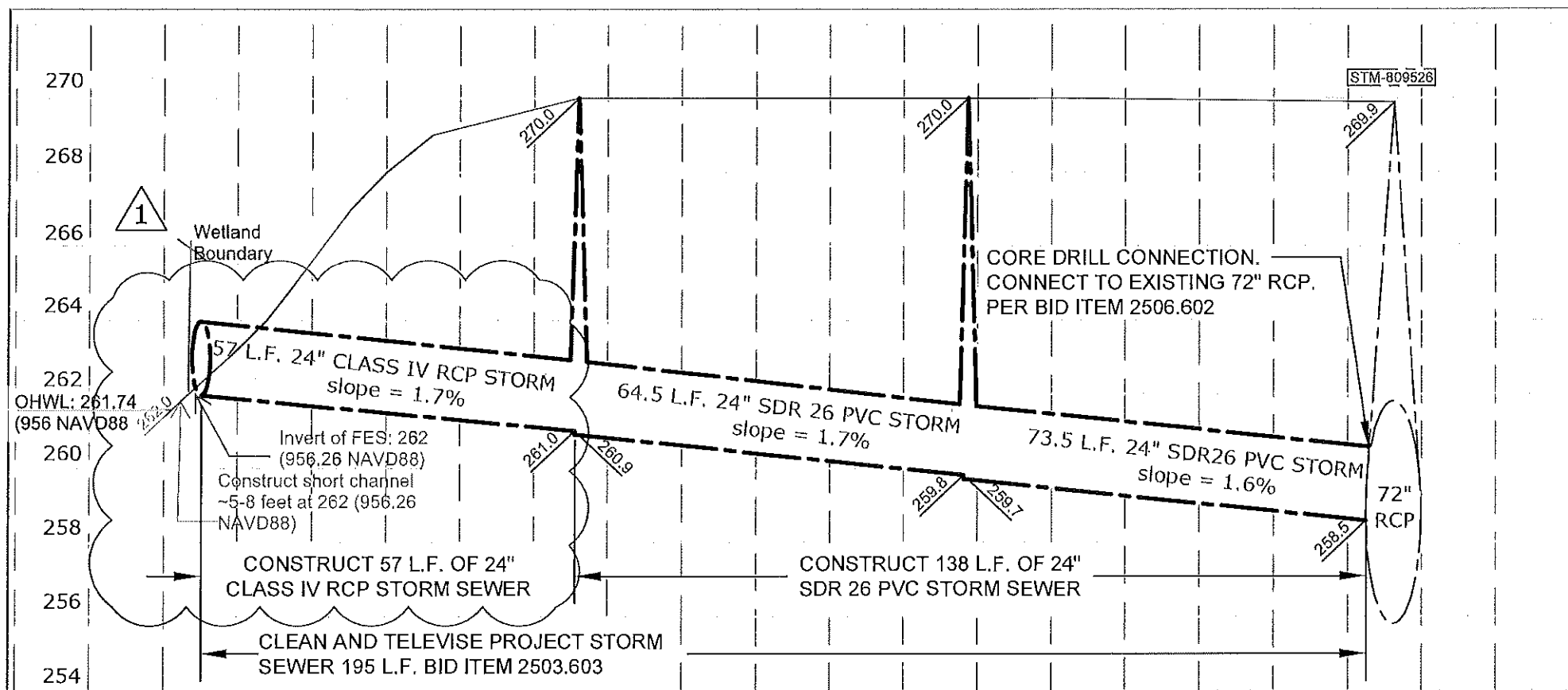
# #21-28 Luella Pond Outlet



### Special Provisions

1. The applicant shall add notes to the plans:
  - A. Notify Nicole Soderholm, Ramsey-Washington Metro Watershed District, at 651-792-7976 prior to beginning construction activity for an initial erosion control inspection.
  - B. The specified erosion and sediment control practices are the minimum. Additional practices may be required during the course of construction.
2. The applicant shall submit the final, signed plans set.
3. The applicant shall submit contact information for the erosion control coordinator for the project.



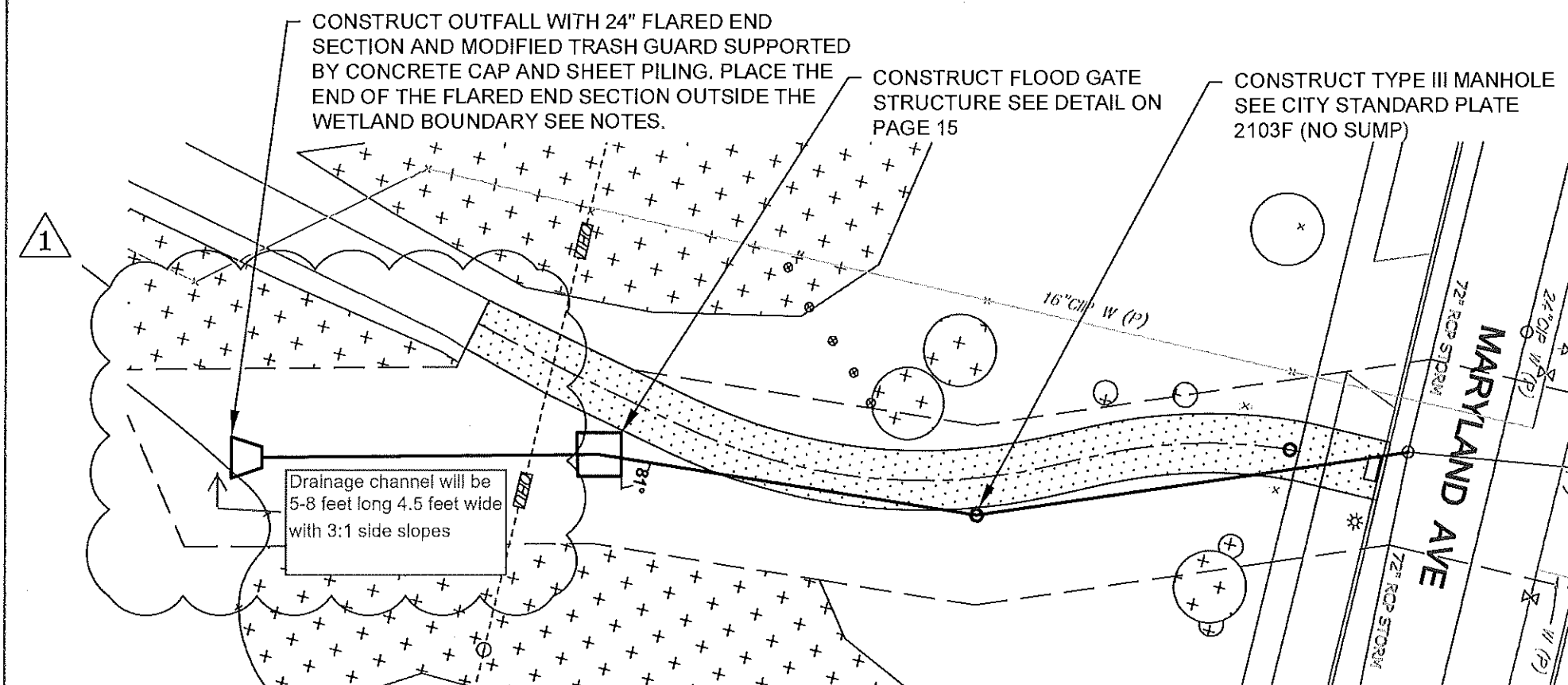
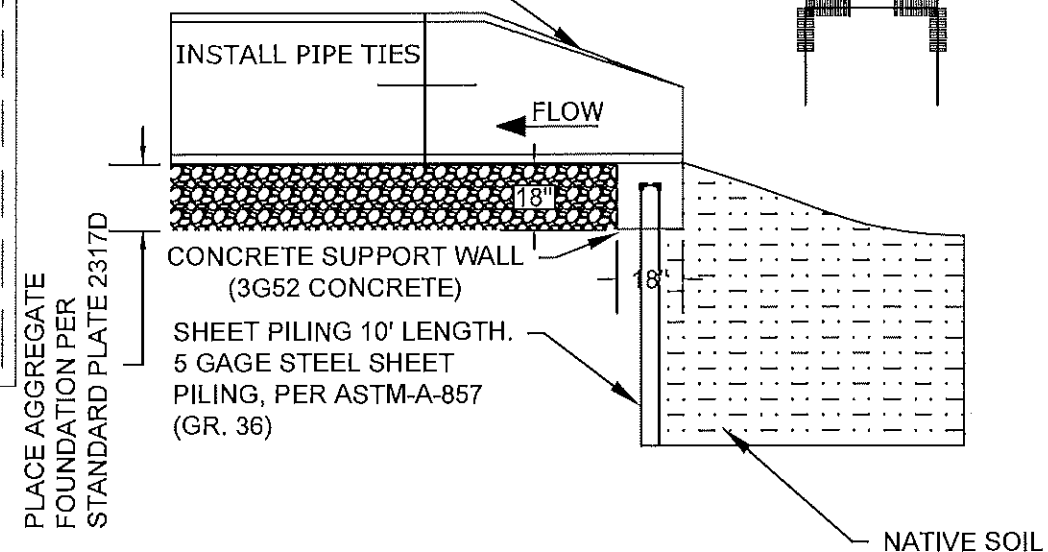


# NOTES:

- ALL 24-INCH RCP JOINTS TO HAVE STEEL PIPES TIES INSTALLED PER MNDOT STANDARD PLATE 3145G

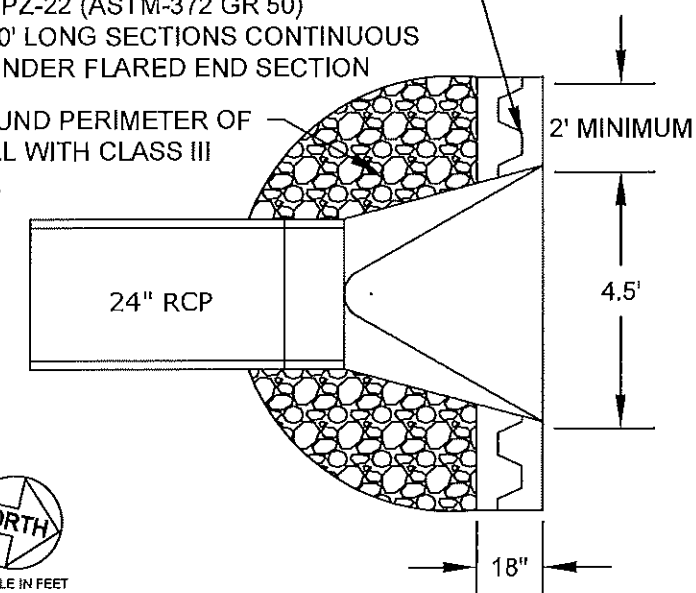
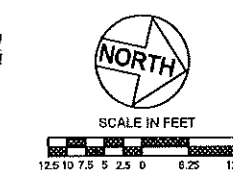
24" RC FLARED END SECTION

3X3X1/4" ANGLE WELDED TO TOP OF SHEET PILING EACH SIDE, 8.5' LG.



COLD ROLLED SHEET STEEL PILING SPZ-22 (ASTM-372 GR 50) 10' LONG SECTIONS CONTINUOUS UNDER FLARED END SECTION

SURROUND PERIMETER OF OUTFALL WITH CLASS III RIPRAP.



MARYLAND AVE AT HAZEL STREET

DESIGNED	NCF
DRAWN	NCF
APPROVED	ADH

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

Signed: *Aaron D. Hoss* Date: 3/8/2021 Lic. No. 26424

PREPARED BY THE SEWER DESIGN DIVISION FOR THE CITY OF ST. PAUL, DEPARTMENT OF PUBLIC WORKS

## 2021 CITYWIDE SEWER REPAIRS

PROJECT: 21-S-2064	COMPLETION DATE:
DRAWER: 10	CAD NAME: Z:\sewers\projects\2021\Major Sewer Repairs
DWG. NO. 5535	DATE: 3/8/2021
	SHEET NO. 11 OF 20 SHEETS

## Stewardship Grant Application Summary

**Project Name:** Bauer

**Application Number:** 21-28 CS

**Board Meeting Date:** 9/1/2021

**Applicant Name:** Paul Bauer

**Residential** ☒

**Commercial/Government** ☐

### Project Overview:

This project is located off Brooks Ave W and Dunlap St N in the City of Roseville. The applicant lives on Willow Pond and is a Minnesota Water Steward. They completed their capstone project two years ago which was a native buffer planting on Willow Pond. They are now proposing to install a rain garden to capture street runoff to continue their efforts to capture and filter runoff before it reaches Willow Pond. The City of Roseville will be installing the curb cut for the rain garden.

This project is eligible for 75% funding up to \$15,000.

### BMP type(s):

Rain Garden(1)

### Grant Request:

\$8,025.00

### Recommendation:

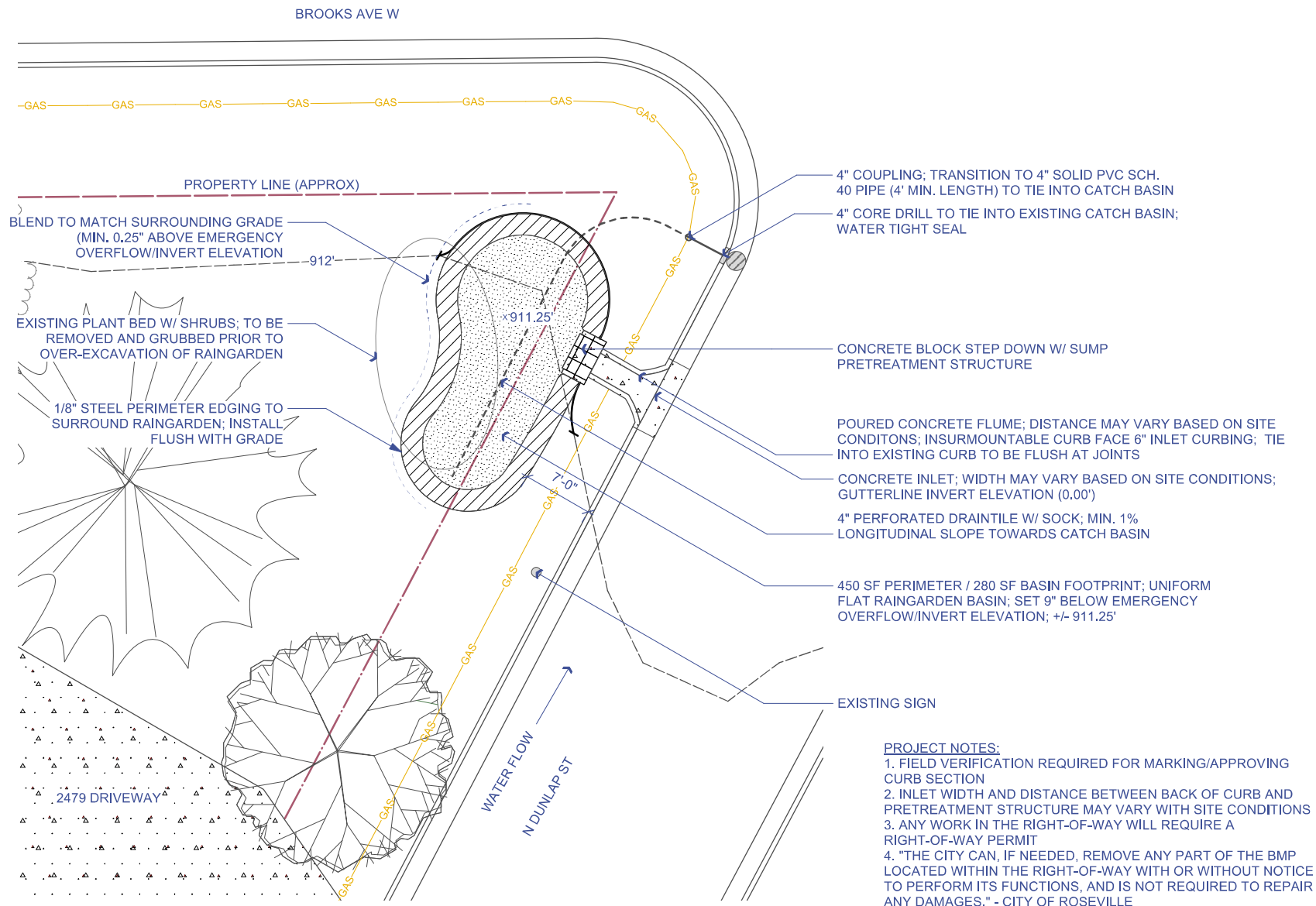
Staff recommends approval of this application.

### Subwatershed:

Bennett Lake

### Location Maps:





RAMSEY COUNTY SWCD  
1425 PAUL KIRKWOOD DR  
ARDEN HILLS, MN 55112  
651-266-7274  
www.ramseycounty.us

PROJECT: BAUER RESIDENCE

LOCATION:  
2479 DUNLAP ST N  
ROSEVILLE, MN 55113

WATERSHED DISTRICT:



DESIGNER: MPS  
DATE: 04/30/2021

REVISION:

REVISION:

REVISION:

REVISION:

CHECKED BY:

TAA:

NOTES:

1. CONTRACTOR TO LOCATE ALL UTILITIES PRIOR TO WORK
2. UTILITIES WITHIN OR NEAR CONSTRUCTION AREA SHALL BE POTHOLED
3. CONTRACTOR MUST ACQUIRE ALL NECESSARY PERMITS
4. SHAPE AND LAYOUT MAY CHANGE, SUBSTITUTIONS TO DESIGN, MATERIALS AND CONSTRUCTION SHALL BE APPROVED PRIOR TO INSTALL
5. ORIGINAL SHEET SIZE: 11" x 17"

SCALE: 1"=10'0"

SITE LAYOUT



L100



## Stewardship Grant Application Summary

**Project Name:** HB Fuller

**Application Number:** 21-29 CS

**Board Meeting Date:** 9/1/2021

**Applicant Name:** Dana Larsen-Ramsay

**Residential** ☐

**Commercial/Government** ☒

### Project Overview:

This project is located at the H.B. Fuller corporate campus in Vadnais Heights. The applicant is proposing to refurbish their parking lot along with 3 existing wetland cells. These wetland cells were installed in 1995 to help treat stormwater runoff from the parking lot. For this project the applicant is proposing to remove accumulated sediment and existing weeds from the wetland cells, and then they will be replanted with native vegetation. The applicant is hoping to allow more water filtration and improve habitat through this project.

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

### BMP type(s):

Native Habitat Restoration(3)

### Grant Request:

\$15,000.00

### Recommendation:

Staff recommends approval of this application.

### Subwatershed:

Willow Creek

### Location Maps:









\* \* \* \* \*

# Permit Program

\* \* \* \* \*



## Residential Shoreline Permit Program Summary 2020-2021

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

### Trends/Observations

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

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

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

## **Program Implementation/Procedures**

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

## **Request for Board Action:**

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

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



# RAMSEY-WASHINGTON

## METRO WATERSHED DISTRICT

### MEMORANDUM

**Date:** September 1, 2021

**To:** Board of Managers and Staff

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

**Subject:** August Enforcement Action Report

During August 2021:

<b>Number of Violations:</b>	<b>12</b>
Install/Maintain Inlet Protection	2
Install/Maintain Perimeter Control	4
Sweep Streets	1
Contain Liquid/Solid Waste Materials	5

#### Activities:

Permitting assistance to private developers and public entities, miscellaneous resident inquiries, ongoing ESC site inspections and reporting, WCA administration and site visits, new permit review with Barr Engineering, initial erosion control walk-throughs with contractors, BMP maintenance site visits, underground BMP inspections, wetland mitigation site visits, IDI group debrief, permit program discussion w/ CLFLWD, Racial Equity and Environmentalism webinar, inspection charges discussion w/ CRWD

#### Project Updates:

#20-01 Carver Elementary School Addition (Maplewood)

Carver Elementary School's new addition and updated grounds are taking shape through the month of August, with a majority of earth moving work nearing completion. A large, newly planted filtration basin has been installed, with several observations performed by staff through the construction process. The underground stormwater infiltration system installation started in August as well, with over half the system in the ground. Due to its large size, contractors decided to install it in 3 parts to ensure they could protect the system as

they work. Staff noted during their inspection on August 20<sup>th</sup> that perimeter control was removed. Contractors explained the landscapers removed it for seeding. Staff communicated that this sediment control protection must be reinstalled promptly and kept in place until the sites reaches at least 70% uniform vegetation establishment. Contractors confirmed reinstallation would occurred immediately.

#### #21-19 KMSP Tower Guy Anchor (Shoreview)

Work has begun the month of August at the KMSP Tower to replace the damaged eastern anchor and guy wire. Staff met with contractors August 2<sup>nd</sup> for an initial erosion control walk-through. During this visit staff noted that compensatory storage work was already complete, and contractors were installing seed and erosion control blanket to all disturbed areas. All necessary erosion and sediment control items were installed properly, including biologs and floating silt curtain. Staff revisited the site on August 20<sup>th</sup> and found the site to be compliant, but did note that all hazardous materials and waste products needed to be properly contained. Contractors ensured this would be completed right away. Staff will continue to inspect the site biweekly, accompanied by contractors due to access restrictions.

#### #20-05 Frost Lake Elementary Improvements (St. Paul)

Work continues through August at Frost Lake Elementary with the school building addition nearing completion, a new playground installed, and this season's earth work nearing completion. Work to be continued in 2021 is mostly interior, with the demolition of the old building to occur in 2022. During a routine inspection on August 18<sup>th</sup> staff met with the general contractor to discuss the project. Topsoil had been spread throughout the site with sod and plantings installed per plan. Seed and blanket was to be installed later in the week in all remaining areas. Staff noted that all paved areas, including the new parking lot off Hoyt Avenue, must be completely free of sediment and that inlet protection devices should be kept installed until all drainage areas have sufficient vegetation growth. Staff will continue to inspect the site until all disturbed areas are restored.

#### #20-02 Conway Recreation Center Athletic Fields (St. Paul)

Conway Recreation Center's new athletic fields are complete, and the associated building work has now begun in the month of August. This work's disturbance is quite minimal, and all erosion and sediment control items were previously installed for the athletic field construction. Staff met with the new contractor on August 16<sup>th</sup> to discuss the District's inspection process and expectations for erosion and sediment control. Staff walked the site with the superintendent and found all items to be functioning properly. Staff will continue to visit the site biweekly until all active work is complete, and the site is permanently stabilized.

#### **Single Lot Residential Permits Approved by Staff:**

- 21-24 762 Labore Road (Little Canada)
- 21-25 418 W Horseshoe Drive (Shoreview)

#### **Permits Closed:**

- 20-03 Vadnais Sports Center Indoor Turf Facility (Vadnais Heights)
- 20-24 Maple Ridge Gas Station— Hy-Vee (Maplewood)

\* \* \* \* \*

# Stewardship Grant Program

\* \* \* \* \*



## Stewardship Grant Program Budget Status Update

**September 1, 2021**

<b>Homeowner</b>	<b>Coverage</b>	<b>Number of Projects: 20</b>	<b>Funds Allocated</b>
Habitat Restoration and rain garden w/o hard surface drainage	50% Cost Share \$15,000 Max	14	\$26,498.90
Rain garden w/hard surface drainage, pervious pavement, green roof	75% Cost Share \$15,000 Max	5	\$40,110*
Master Water Steward Project	100% Cost Share \$15,000 Max	0	\$0
Shoreland Restoration	100% Cost Share \$15,000 Max	1	\$2,500

<b>Commercial, School, Government, Church, Associations, etc.</b>	<b>Coverage</b>	<b>Number of Projects: 11</b>	<b>Funds Allocated</b>
Habitat Restoration	50% Cost Share \$15,000 Max	6	\$61,925*
Shoreland Restoration (below 100-year flood elevation w/actively eroding banks)	100% Cost Share \$100,000 Max	1	\$110,000
Priority Area Projects	100% Cost Share \$100,000 Max	0	\$0
Non-Priority Area Projects	75% Cost Share \$50,000 Max	0	\$0
Public Art/Project Research	50% Cost Share	2	\$19,000
Aquatic Veg Harvest/LVMP Development	50% Cost Share \$15,000 Max	2	\$17,460

Maintenance	50% Cost Share \$5,000 Max for 5 Years	60	\$44,750
Consultant Fees			\$56,832
<b>Total Allocated</b>			<b>\$379,075.90</b>

<b>2021 Stewardship Grant Program Budget</b>		
	Budget	\$1,000,000
	Total Funds Allocated	\$379,075.90
	<b>Total Available Funds</b>	<b>\$620,924.10</b>

*\*This includes applications pending approval at the September 1, 2021 board meeting.*

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# Action Items

\* \* \* \* \*

# Request for Board Action

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**Board Meeting Date:** September 1, 2021

**Agenda Item No:** 7A

**Preparer:** Tina Carstens, Administrator

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**Item Description:** Approval of District budget and preliminary levy for fiscal year 2022.

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**Background:**

The board discussed the preliminary budget table at the August Board meeting. That draft budget has been noticed in the legal newspaper, Pioneer Press, and posted on the District web site. No comments have been received to date. The required public hearing will be held at the September board meeting prior to this action item to receive comments. At the public hearing I will give a short presentation on the proposed 2022 budget and preliminary levy and highlight any changes I have made since the August meeting. They are also discussed below.

**Line 44 – Research Projects**

\$25,000 was added to this line item as directed by the Board at the August meeting to continue our yearly contribution to the Minnesota Stormwater Research Council at \$50,000.

**Line 58 – Flood Risk Reduction Fund**

The carryover amount in this fund was increased by \$200,000 which in turn then decreases the proposed levy.

This preliminary budget approval is required to be sent to the county by September 30<sup>th</sup>. We can then further refine the budget up until December 8<sup>th</sup> board meeting when the final levy will be approved. While this budget does show an increase in the proposed levy over 2021, that number will be further refined before the December meeting. If the board continues to desire close to a 0% increase, that will be shown at that meeting by either looking at using more reserves and carryover funds or by adjusting budget numbers.

Attached to this cover sheet is the resolution, draft budget table, budget program line item breakouts, narrative, and draft slides for the public hearing budget presentation. The board also requested that I include the impact of our proposed levy on residential homestead taxpayers. I am expecting updated information from the counties towards the end of this week or beginning of next. I will calculate that and include that information in the presentation given at the board meeting.

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**Applicable District Goal and Action Item:**

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

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

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**Staff Recommendation:**

Approve the draft budget for purposes of the preliminary levy and approve resolution 21-01.

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**Financial Implications:**

The counties require preliminary levy certification by September 30<sup>th</sup> of each year. This step is required for final levy authority in December.

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**Board Action Requested:**

Approve the draft budget for purposes of the preliminary levy and approve resolution 21-01.



## RESOLUTION 21-01

### RESOLUTION APPROVING THE PRELIMINARY PAYABLE 2022 TAX LEVY

WHEREAS, the Ramsey-Washington Metro Watershed District (District) prepared a budget for fiscal year 2022 to implement the District's programs and projects as defined in the District's Watershed Management Plan; and

WHEREAS, the District distributed the proposed budget and levy for review and comment and conducted a requisite public hearing on September 1, 2021;

NOW, THEREFORE, BE IT RESOLVED by the Board of Managers of the Ramsey-Washington Metro Watershed District that the following preliminary levy be certified to Ramsey and Washington Counties.

General Revenue Levy	\$6,555,290
<u>Debt Service Levy</u>	<u>\$394,710</u>
Total Levy	\$6,950,000

Adopted by the Board of Managers of the Ramsey-Washington Metro Watershed District this 1<sup>st</sup> day of September, 2021.

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Lawrence Swope, President

Attest:

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Dr. Pam Skinner, Secretary

Fiscal Year 2022 Budget V3  
September Preliminary Levy Approval

Budget ID Number	Budget Item		FY 2021 Budget	FY 2022 Budget Funding Source				Total Proposed 2022 Budget	Increase (decrease) from 2021 Budget
				General Fund	Capital Improvements	Carry-over Funds	Other Funds		
1	Engineering	Administration	93,000	125,000				125,000	32,000
2		Engineering Review	55,000	60,000				60,000	5,000
3		Permit Application Review	55,000	55,000				55,000	0
4		Permit Inspection and Enforcement	10,000	10,000				10,000	0
5		Project Feasibility Studies	440,000	410,000				410,000	(30,000)
6		GIS Maintenance	5,000	5,000				5,000	0
7									
8	Attorney	General	40,000	40,000				40,000	0
9		Permit Enforcement	10,000	10,000				10,000	0
10									
11	Managers	Meeting Per diems	8,500	8,500				8,500	0
12		Managers Expenses	3,500	4,000				4,000	500
13									
14	Auditor/Accounting	Auditor/Accounting	65,000	70,000				70,000	5,000
15									
16	Miscellaneous	Dues & Publications	11,000	11,000				11,000	0
17		Insurance	50,000	55,000				55,000	5,000
18		Committee & Board Meeting Expenses	3,500	3,500				3,500	0
19		Miscellaneous	5,000	5,000				5,000	0
20									
21	Administrative	Salary & Benefits	1,520,000	1,660,000				1,660,000	140,000
22		Employee Expenses	15,000	15,000				15,000	0
23		Janitorial/Trash Services/Snow Plowing	15,000	15,000				15,000	0
24		Building Maintenance	150,000	150,000				150,000	0
25		Utilities (gas,electric, water, sewer, maintenance)	30,000	30,000				30,000	0
26		Office Supplies	7,000	7,000				7,000	0
27		Copying/Printing	8,000	5,000				5,000	(3,000)
28		Postage/Delivery	3,000	3,000				3,000	0
29		Office Furniture & Computer Equipment	150,000	150,000				150,000	0
30		Office Equipment Maintenance	3,000	3,000				3,000	0
31		Training/Education	75,000	75,000				75,000	0
32		Telephone	8,000	4,000				4,000	(4,000)
33		District Vehicles/Maintenance	43,000	20,000				20,000	(23,000)
34		GIS System Maintenance & Equip.	5,000	5,000				5,000	0
35		Database Improvements	40,000	40,000				40,000	0
36		IT Services/Internet/Website/Software Licenses	70,000	75,000				75,000	5,000
37		Outside Program Support	57,000	57,000				57,000	0
38		Outside Consulting Services	20,000	20,000				20,000	0
39									
40	Program	Lakes, TMDLs, Grants	103,000	125,000				125,000	22,000
41	Activities	Natural Resources Program	140,000	120,000				120,000	(20,000)
42		Water Monitoring-Lab Costs & Equip.	180,000	180,000				180,000	0
43		Lake Macrophyte Monitoring and Internal Load Management	70,000	0				0	(70,000)
44		Research Projects	95,000	225,000				225,000	130,000
45		Project Operations	200,000	200,000				200,000	0
46		Education Program	60,000	75,000				75,000	15,000
47		Communications and Marketing	25,000	50,000				50,000	25,000
48		Events	50,000	46,000				46,000	(4,000)
49		Health & Safety Program/Staff In-House Training	3,000	3,000				3,000	0
50									
51	Capital Improvements	Maplewood Mall SRF Loan Debt Service	92,238		0	91,848		91,848	(390)
52	Summary	Beltline and Battle Creek Tunnel Repair Debt Service	302,663		0	302,863		302,863	200
53		District Office Building Bond Payment	194,885		0	0		0	(194,885)
54		Targeted Retrofit Projects	2,810,000		1,000,000	500,000		1,500,000	(1,310,000)
55		Stewardship Grant Fund	1,000,000		500,000	500,000		1,000,000	0
56		Project Repair & Maintenance	1,325,000		1,465,000	0		1,465,000	140,000
57		Wetland Restoration Projects	500,000		0	500,000		500,000	0
58		Flood Risk Reduction Fund	4,200,000		1,800,000	3,400,000		5,200,000	1,000,000
		Totals	14,424,286	4,230,000	4,765,000	5,294,710	0	14,289,710	(134,576)

	Budget Total	Budget Total By Fund		Proposed Levy
		General Fund	CIB	
2022 Budget Total and totals by fund	14,289,710	4,230,000	10,059,710	6,950,000
2021 Budget Total and totals by fund	14,424,286	3,999,500	10,424,786	6,763,498
2022 Budget Increase or (Decrease) from 2021 Budget	(134,576)	230,500	(365,076)	186,502
2022 Budget % change from 2021 Budget	-0.93%	5.76%	-3.50%	2.76%



## 2022 Budget Program Line Item Breakouts

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

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

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

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

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

Research (Line 44)	
Minnesota Stormwater Research Council	\$50,000
Kohlman Test Weirs	\$50,000
Shallow Lakes Aeration Study - Year 2	\$90,000
Internal Research/Contingency	\$35,000
Total =	\$225,000

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

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

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

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

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

## 2022 BUDGET NARRATIVE

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

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

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

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



<b>Budget Line No.</b>	<b>Item &amp; Description</b>	<b>Budget Amount</b>	<b>Change from '21 increase (decrease)</b>
41	<b>Natural Resources Program</b> This item includes funding for project to enhance ecological diversity within the District – habitat restoration projects, site maintenance, studies and research. See attached list for breakdown.	120,000	(20,000)
42	<b>Water Quality Monitoring</b> Includes lab costs and equipment for lake sampling, BMP monitoring and performance monitoring. See attached list for breakdown.	180,000	0
43	<b>Lake Macrophyte Monitoring and Internal Load Management</b> These program to collect annual or bi-annual lake plant data to monitor changes in District lakes and implementation of internal load management measures in our impaired waters is accounted for in line item 40 – Lakes, TMDLs, Grants.	0	(70,000)
44	<b>Research Projects</b> This account provides funds for conducting research into various water and resource management issues and problems. The budget includes contributions to the Minnesota Stormwater Research (MSR) program, Kohlman test weir research, and aeration study. See attached list.	225,000	130,000
45	<b>Project Operations</b> This budget provides funds for the ongoing operational costs for District projects that incur utility or supply costs. The increase this year is due to the needs for the new auto lake level monitoring systems as well as the Keller Channel Weir and Phalen Outlet modification operations.	200,000	0
46	<b>Educational Programming</b> Production of materials and programs designed to improve the understanding and knowledge of the school children, general public, city and county staff, developers and others of the District's programs and watershed management. This includes continued support of Master Water Stewards Program as well as support of the Adopt-a-Drain program. See attached list.	75,000	15,000

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

**Capital Improvement Budget Summary:**

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

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



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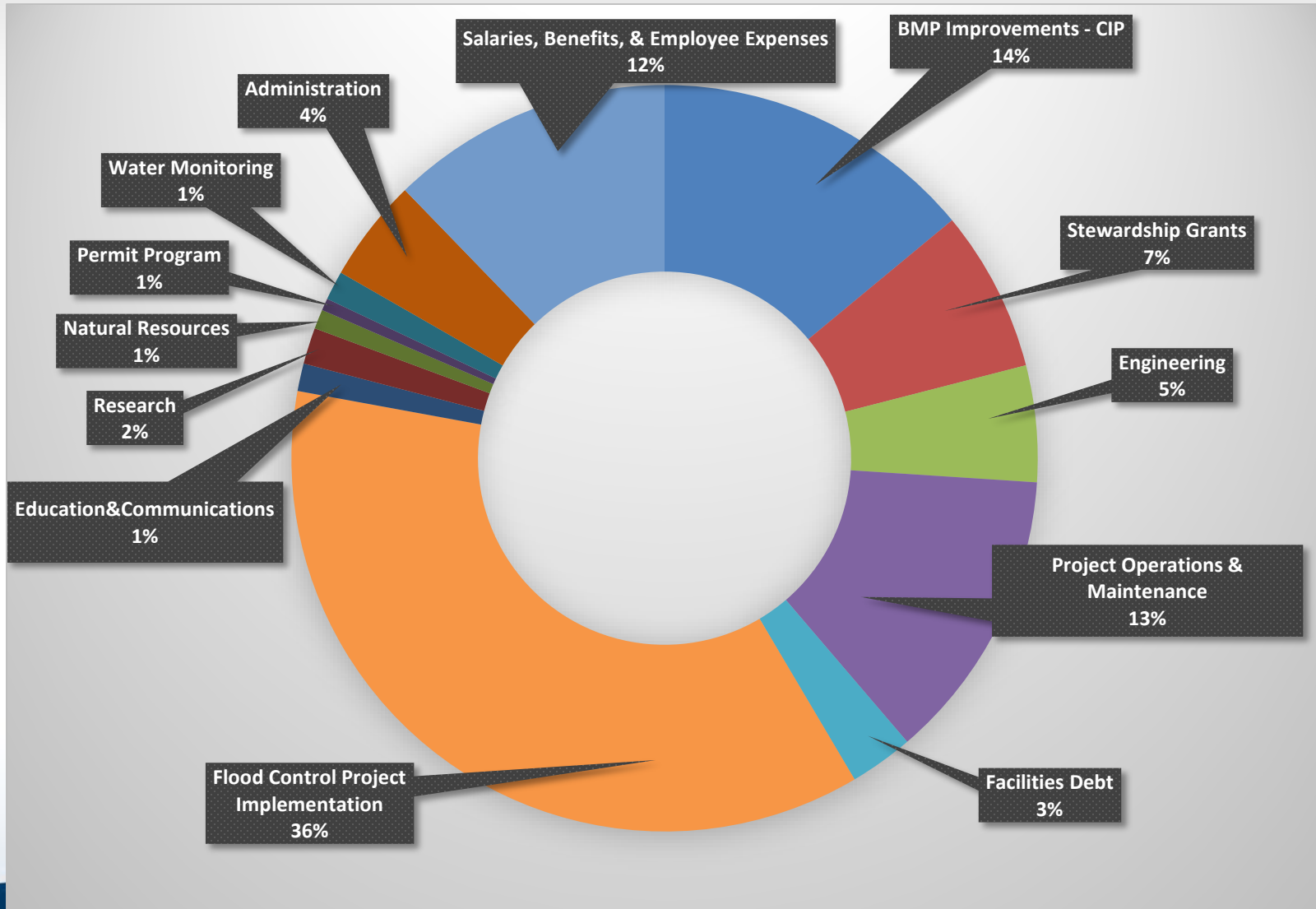
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# 2022 Preliminary Budget & Levy Public Hearing Overview

	Budget Total	Budget Total By Fund		Proposed Levy
		General Fund	CIP	
2022 Budget Total and totals by fund	\$14,289,710	\$4,230,000	\$10,059,710	\$6,950,000
2021 Budget Total and totals by fund	\$14,424,286	\$3,999,500	\$10,424,786	\$6,763,498
2022 Budget Increase or (Decrease) from 2021 Budget	(134,576)	230,500	(365,076)	\$186,502
2022 Budget % change from 2021 Budget	-0.93%	5.76%	-3.50%	2.76%

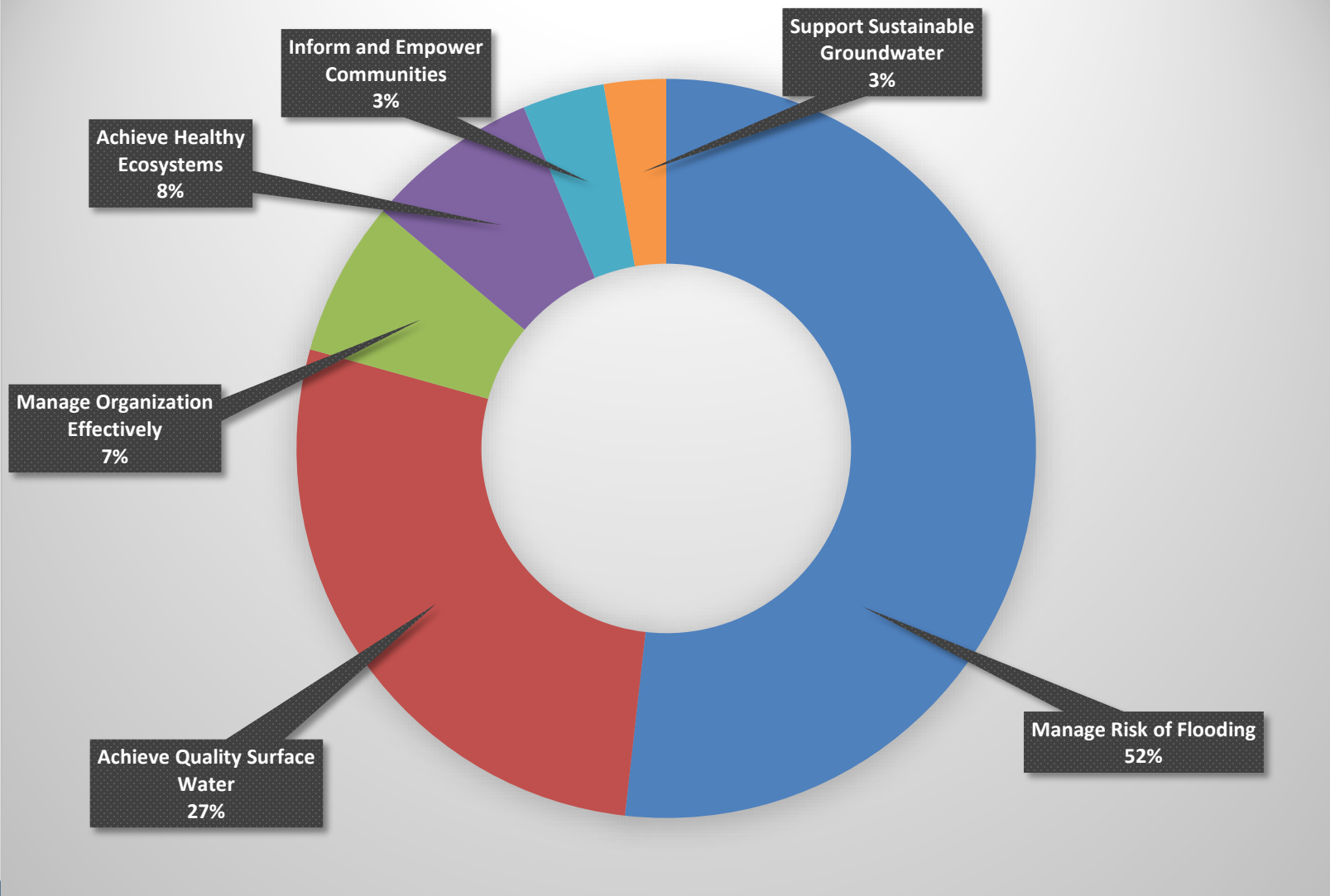


# Budget % by Program Area





# Budget % by Watershed Management Plan Goals

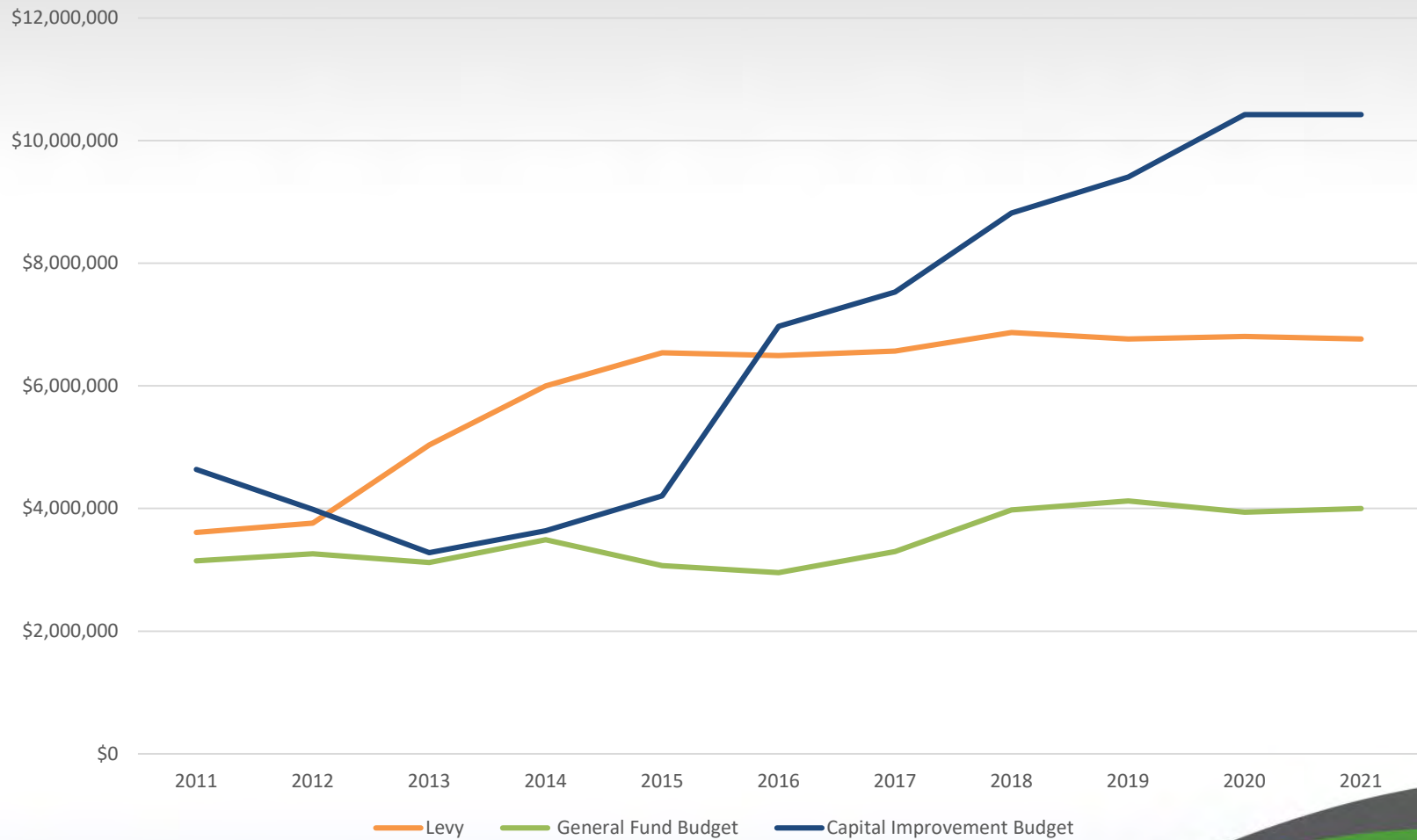


# Capital Improvement Projects Budget Items

CIP Project	2022 Budget	2022 Levy	Carry-over	2021 Budget	Difference
Maplewood Mall SRF Loan Debt Service	91,848		91,848	92,238	(390)
Beltline and Battle Creek Tunnel Repair Debt Service	302,863		302,863	302,663	200
<del>District Office Building Bond Payment</del>	<del>0</del>		<del>0</del>	<del>194,885</del>	<del>(194,885)</del>
Targeted Retrofit Projects	1,500,000		500,000	2,810,000	(1,310,000)
Stewardship Grant Fund	1,000,000		500,000	1,000,000	0
Project Repair & Maintenance	1,465,000		0	1,325,000	140,000
Wetland Restoration Projects	500,000		500,000	500,000	0
Flood Risk Reduction Fund	5,200,000		3,400,000	4,200,000	1,000,000
<b>TOTALS</b>	<b>\$10,059,710</b>	<b>\$4,755,000</b>	<b>\$5,304,710</b>	<b>\$10,424,786</b>	<b>\$(365,076)</b>



# Historical Levy and Budget





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## Project Work Plan

Original Date: August 25, 2021

Updated: August 25, 2021

**Project:** District Inspection Standardization and Mobile Data Collection

### Project Team

District Staff: Tina Carstens (District Administrator)  
David Vlasin (Project Manager)

Barr Staff: Tyler Olsen (Project Manager)  
Gareth Becker, Greg Nelson, Gabrielle Campagnola, Josh Vosejpka, Jim Lind

### Scope of Work

This project involves the standardization of the district's creek and facilities inspection process, evaluation and related data collection effort. The work will include a review of current data collection methods and decision-making processes that are used to determine what maintenance activities are completed as well as the timing of those activities. In addition, the work will also include the development of a scoring methodology to aid in determining the urgency of any maintenance activity. As a part of the overall effort, a mobile data collection application will be created for inspectors to use in the field to locate, photo-document, and score each site being inspected. This application will also have the capability to record and prioritize (using the district's criteria) suggested maintenance on areas and items not owned by the district but affecting the over drainage system managed by the RWMWD.

The purpose of this effort is to provide more transparency to the public, improve the efficiency of the process, and to reduce the risk associated with delaying needed maintenance.

The deliverable for the work will be a mobile application for use on an electronic tablet and a corresponding memo that serves as a user's guide. The mobile application will have the capability to transfer data to and be compatible with the district's geographic information system (GIS) database.

More specifically the work will involve the following tasks:

#### **Task 1 - Obtain and review previous inspection data on inspections**

- a. Obtain spreadsheet of CIP inspections from last three years from Gareth Becker (Barr)
- b. Obtain details of creek Inspection notes and GIS data for last three years from Carrie Magnusson (RWMWD)
- c. Meet in field with staff currently conducting inspection work in preparation for the annual CIP Maintenance and Repairs 2022 project

The project team will review the information from past inspections to better determine details of inspection specifics and locations reviewed in the past. This information will help document what elements are reviewed and how urgency has been judged in the past. The understanding of the information details reviewed as a part of this task will be used to guide the development of the categories and scoring criteria in the following tasks.

## **Task 2 - Categorize different types of inspections**

In this task, the work will include using the data from Task 1 in addition to professional judgment to develop a complete list of past inspection items and considerations when judging condition of item. Here are a few examples that will be considered. These are not necessarily a complete list nor are the ones listed confirmed to be used. It will be a process during this task to determine which are the best and how to best judge the severity in the field:

- a. Pond volume
  - i. Visual inspection
    - 1. Estimate amount of sediment accumulation in pond
      - a. Minimal
      - b. 10% - 25% of dead storage
      - c. 25%-50% of dead storage
      - d. 50% of dead storage
    - 2. Other considerations
- b. Pond shoreline
  - i. Visual inspection
    - 1. Bank sloughing
      - a. None
      - b. Minimal (slight slippage – no sinkhole at top)
        - i. Small (less than or equal to 50 s.f.)
        - ii. Medium (greater than 50 s.f. to 100 s.f.)
        - iii. Large (greater than 100 s.f.)
      - c. Medium (slippage – sinkhole at the top)
        - i. Small (less than or equal to 50 s.f.)
        - ii. Medium (greater than 50 s.f. to 100 s.f.)
        - iii. Large (greater than 100 s.f.)
      - d. Large (bank failed – exposed soil)
        - i. Small (less than or equal to 50 s.f.)
        - ii. Medium (greater than 50 s.f. to 100 s.f.)
        - iii. Large (greater than 100 s.f.)
    - 2. Other considerations
- c. Creek section
  - i. (min slope – 2% or less)
    - 1. Debris or vegetation in creek
    - 2. Bank erosion
    - 3. Sediment accumulation
    - 4. Scour
  - ii. (moderate slope – 2% -5%)
    - 1. Debris or vegetation in creek



- 2. Bank erosion
    - 3. Sediment accumulation
    - 4. Scour
  - iii. (significant slope – greater than 5%)
    - 1. Debris or vegetation in creek
    - 2. Bank erosion
    - 3. Sediment accumulation
    - 4. Scour
- d. Pipe inlets (flows going into pipe from creek, wetland or pond)
  - i. Trashrack
    - 1. Debris on trashrack
      - a. None
      - b. Less than 25% plugged
      - c. 25%-50% plugged
      - d. More than 50% plugged
    - 2. Trashrack condition
      - a. Good
      - b. Fair (bent and/or rusty bars but functional)
      - c. Poor (broken bars and/or fastners)
    - 3. FES condition
      - a. Good
      - b. Fair (some joint separation, concrete spalling, broken edge of concrete)
      - c. Poor (full separation or cracked, not fully functional)
- e. Pipe outlet (flows going into creek, wetland or pond from pipe)
  - i. Scour
    - 1. Etc.
  - ii. Riprap
    - 1.
  - iii. Sediment accumulation
    - 1.
  - iv. Debris
    - 1.
- f. Manholes/Catch basins
- g. Control Structure/Weirs
- h. Handrails
- i. Paths
- j. Etc., Etc., Etc.

### **Task 3 – Develop scoring system to help assess severity and urgency of maintenance items**

Every five years the district utilizes the standardized NASSCO tunnel inspection process to assess the condition of the Beltline Interceptor Tunnel and the Battle Creek Lower Ravine Tunnel. This process provides a high-level, general framework that will be considered as scoring system is developed for all the maintenance categories and items in Task 3. The scoring system we develop for maintenance activities will quantify professional judgements in conjunction with data collection and specific measurements to

rank inspection items and guide the timing of the maintenance activity. The elements of the district's prioritization tool and outcomes will be integrated into this system. And, as a part of this task, the scoring system will consider the likelihood of any infrastructure (district-owned or other nearby or in the path of flooding) failing due to a delay of an item's maintenance combined with the severity of the consequence of failure of that infrastructure whereby:

$$\text{Infrastructure Failure Risk} = \text{Likelihood of Failure} \times \text{Consequences of Failure}$$

For example consequences of failure could include:

1. Failure that results in significant pooling/inundation
2. Failure at road crossings/potential for road washout
3. Failures at steep slopes/potential for landslide/washout
4. Failures that impact critical structures/habitable structures

A scoring system may be basic, for example:

- a. A scoring system might incorporate a 1-5 ranking where:
  - i. 1 – Minimal
  - ii. 2 – Moderate
  - iii. 3 - Significant
  - iv. 4 – Urgent (not a safety issue)
  - v. 5- Urgent Public Safety issue

But, will also factor in the prioritization, probability and consequences elements above of the items being inspected to inform the district's overall maintenance program. For each scoring element, a definition would be developed to further guide the inspector. The abbreviated definition will be incorporated into the electronic scoring application.

#### **Task 4- develop a mobile data collection application for use with an electronic tablet.**

A mobile data collection application will be developed based on the items listed above for use with an electronic tablet or phone such as an iOS or Android-based device. The application will streamline data collection workflows in the field by providing staff the ability to view, collect, and update items instantly using the ArcGIS Collector mapping based system. Inspection forms provided in the application will be associated with the inspection items identified in the above tasks. Photos may be captured within the application and will be tied to specific items and inspections for additional reference. The application will be compatible with the district's GIS and will have the capability to download the field data directly into a GIS compatible format.

The proposed mobile application will also be integrated within a web-based mapping application accessible via a web browser providing staff with a holistic data collection system where inspection information can be reviewed, downloaded, or updated as needed. The customized approach Barr will undertake to develop this system will provide District staff with the ability to interact, communicate and share information in a collaborative environment with real-time geographic and inspection-based information that could be transferred into the district's story map.

## Budget

Barr will complete the work outlined above on a time and expense basis for an estimated \$28,500. Since much of this scope will evolve as things progress, we suggest a 20 percent contingency (\$5,700) in addition when budgeting. Monthly check-ins and updates with the board will allow for a reduced scope and/or reduce the need for contingency.

We propose the following milestone schedule:

Milestone	Estimated Date	Actual Date
Project Start	September 2, 2021	
Task 1 complete	September 30, 2021	
Task 2 complete	October 31, 2021	
Task 3 complete	December 31, 2021	
Task 4 complete	February 15, 2022	

## Project Budget Tracking

Project Tasks	Estimated Budget
001	\$2,100
002	\$3,400
003	\$13,200
004	\$9,800
Contingency	\$5,700
<b>Total</b>	<b>\$34,200</b>

## Monthly Updates

Month	Budget Spent \$ / %
<b>September 2021</b>	
<b>October 2021</b>	
<b>November 2021</b>	
<b>December 2021</b>	
<b>January 2022</b>	
<b>February 2022</b>	

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# Administrator's Report

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## MEMO

**TO:** Board of Managers and Staff  
**FROM:** Tina Carstens, Administrator  
**SUBJECT:** September Administrator's Report  
**DATE:** August 26, 2021

### A. Meetings Attended

Monday, August 2	9:00 AM	IDI Group Debrief
Tuesday, August 3	1:00 PM	Board Room Technology Test
Wednesday, August 4	6:30 PM	Board Meeting
Monday, August 9	8:00 AM	MAWD Board Meeting
Monday, August 16	10:30 AM	Recognition Dinner Planning
	2:00 PM	Meet with Washington County Staff
Wednesday, August 25	9:00 AM	MAWA Executive Committee Meeting

### B. Upcoming Meetings and Dates

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

### C. Ongoing Administrator Updates

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

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

**PFCs and Alum Use** – Barr and district staff are talking about these two topics and how to bring information forward for the board. Barr staff are also communicating with the Minnesota Pollution Control Agency and will have an update on that at a future meeting.

**Victoria Shores/Reiling Development** – Staff received an update from the City of Roseville regarding the EAW process. They are anticipating the EAW to be sent to the city this week for review and determination of completeness. The city council will make that determination at their September 27<sup>th</sup> meeting. Once it is determined to be complete by the council, it will be sent out on public notice for comment.

#### **D. Staffing Changes due to Retirement**

As I mentioned last month, Debbie Barnes is retiring on September 8, 2021. As I was refining the job description for the administrative assistant position, Emily Simmons (NR intern) expressed interest in the position. Emily has been a district intern for two years. Besides NR work, she has also assisted our communications efforts. She has demonstrated her ability to do many tasks and jump in wherever she is needed. Emily also has years of experience as an office manager for a local business. She has experience in many of the tasks that would be required of her in this position as well. Her familiarity of the staff and the office is a benefit as well. I have offered Emily the job and she has accepted. She has jumped right in to learn the processes and procedures of the job from Debbie.

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# Project and Program Status Reports

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## Memorandum

**To:** Board of Managers and Staff  
**From:** Tina Carstens and Brad Lindaman  
**Subject:** Project and Program Status Report – September 2021  
**Date:** August 26, 2021

### Project feasibility studies

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

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

The processing of laser scan data is complete, and elevation data has largely been extracted, checked, and passed along to Barr's modeling group to help determine actual structures in the flood zone. During August and September, we are regenerating maps of structures deemed to be at risk of flooding by comparing new surveyed low elevations against the updated 100-year flood inundation extent generated after model updates are completed. We are developing plans for individual sites shown to have low entry elevations below the 100-year flood elevation. These plans will show how to reduce the risk of flooding of these properties during a 100-year event.

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

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

Surveying work and modeling updates are now complete, and Barr is using the model to evaluate the flood damage reduction projects described conceptually in the Beltline resiliency study. In some cases, less extensive projects will be needed since the flood elevation and/or surveyed elevations revealed less risk than originally anticipated. In other areas, similar levels of effort will be required.

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

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

Surveying work and modeling updates are now complete, and Barr is using the model to evaluate the flood damage reduction projects described conceptually in the Beltline resiliency study. In some cases, similar to the Kohlman Creek study area, less extensive projects will be needed since the flood elevation and/or surveyed elevations revealed less risk than originally anticipated by the desktop analysis. In other areas, similar levels of effort will be required.

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

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

Barr is conducting hydrology monitoring, which involves installing well materials and data loggers and coordinating monitoring efforts and well installation. Due to a backorder delay in well equipment, wells and data loggers will be installed on August 27.

Barr completed initial vegetation monitoring on August 2. Additional monitoring, including a GPS survey of areas that may meet wetland criteria, will be conducted also on August 27 to identify whether the square footage of wetland areas will meet replacement plan requirements. Monitoring and vegetation maintenance will continue for the next three to five years, depending on the success of replacement. Barr received a copy of the August 10 technical evaluation panel findings report, which recommends over-seeding to increase native species coverage, prevalence, and diversity. We will work with district staff to accomplish this task soon.

## **Monitoring water quality/project monitoring**

**Lake water quality monitoring (Barr project manager: Meg Rattei; RWMWD project manager: Eric Korte)**

*The purpose of this effort is to provide laboratory analyses on an as-needed basis as water quality issues (such as harmful algal blooms) arise in district water bodies.*

In late July, Barr, in coordination with the RWMWD, collected and analyzed surface water samples from Carver Lake for the presence of blue-green algae, which was confirmed. Since this finding, the City of

Woodbury has advised users to avoid contact with the lake until further notice; blue-green algae can be harmful to humans and pets.

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

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

This period, Barr helped coordinate electrical verification at the Willow Pond CMAC spent-lime filter in Roseville's Willow Pond Park. We continue to work with Campbell to troubleshoot the datalogger and actuator communication. We are also coordinating long-term monitoring of lakes, stormwater ponds, and watershed BMPs.

## Lake studies, WRPPs, and TMDL reports

**Tanners flood response tool model update (Barr project manager: Brandon Barnes; RWMWD project manager: Eric Korte)**

*The purpose of this project is to verify that the Tanners Lake flood response tool (TLFRT) effectively aids decision-making for flood responses actions on Tanners Lake. The annual review compares TLFRT-calculated water levels to water levels measured in Tanners Lake. Results are summarized in a memorandum shared with the City of Oakdale, which is responsible for implementing the Tanners Lake emergency response plan.*

This month, Barr finished reviewing measured precipitation and lake elevations. Findings were summarized in a memorandum, which will be provided to the City of Oakdale. The district has validated the TLFRT annually since 1999. Each year, review of the TLFRT has found that the model output can be used to guide the city's flood management decisions including the implementation of the emergency response plan.

## Research projects

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

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

Earlier this summer, Keith Pilgrim inspected the test cells, and minor field modifications were made to the filters to verify that the hydraulics can be evaluated properly once testing is fully underway. Temporary stilling well and level sensors were installed to identify the treatment capacity of the cells as a function of water height at the upstream weir. During the most recent period, the level sensors continued to record water levels. However, few useable data have been collected due to little rain since installation. Hopefully, rains in September through November will provide the hydrologic and hydraulic data needed to evaluate the flow capacity of this type of treatment cell.

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

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

Sampling was conducted in late June and July in both Frog Pond and Markham Pond. Data received to date indicate that both ponds have internal phosphorus release; hence, the original intent of this study to determine if aeration can reduce internal phosphorus loading can be tested with these systems. Unfortunately, a fountain installed in mid-July at Frog Pond could affect the outcome of this test site. Barr has proceeded with sampling as planned since the data show clear internal loading (phosphorus release from lake bottom sediments) in Frog Pond and Markham Pond. Despite of our attempts to negotiate, the City of Roseville does not want to postpone the installation of an aerator in Frog Pond. Regardless, testing on Markham Pond will proceed as planned; an aerator has been installed for winter operation with the goals of eliminating fish kills and establishing a sunfish population that can eat carp eggs.

## **Project operations**

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

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

Since June 16, the alum treatment plant has operated sporadically but has mainly been shut down due to no flow entering the plant. In August, during repair of the mixer at the alum plant inflow, the mixer kicked up a lot of sediment that likely had high concentrations of alum. Although no alum was being applied to the inflow waters at the time, the high concentrations of alum in the sediment caused the pH of the outflow waters at the sensor to drop to 5.8, which is below the permit minimum of 6.0. The pH of the outflow waters remained below 6.0 for approximately two hours and the discharge water volume was very low. As required by the permit, the incident was reported to the Minnesota Pollution Control Agency. And potential flows were then blocked from entering the alum plant by sandbagging. Also, the diversion weirs were removed, allowing flow from rain events to by-pass. From August 16 to 20, the mixing chamber was cleaned out and inflow and outflow samples were collected to assess the situation during the cleanout. The system is being monitored, and the alum plant will slowly be brought back online.

**Phalen outlet and Keller channel operations plans (Barr project manager: Greg Nelson; RWMWD project manager: Dave Vlasin)**

*The purpose of this project is to develop an operation plan for the Keller Lake and Lake Phalen outlet structures. Operation of the structures under certain conditions will help reduce upstream flood levels where homes exist in the floodplain. This is an implementation item from the Beltline resiliency study.*

This month, Barr submitted a complete first draft of the operation and maintenance plan and provided to the district staff for review. The plan describes conditions in which the outlet gates should be operated, routine maintenance activities, frequency of maintenance activities, and logs for documenting operation and maintenance activities. After district review, the plan will be updated as needed to clearly describe how and when to operate and maintain the outlet structures.

## **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.*

On July 12, construction began at the North Saint Paul Target project and is currently ahead of schedule, with an anticipated completion date in early September 2021. The tree trench construction area was reopened to Target parking the week of August 20. The only remaining item is tree installation in early September. Peterson Companies is now constructing the rain gardens.

Barr continued to coordinate with Sunram on the East Saint Paul Target project regarding the tree warranty period as well as mulch changes in a few areas.

**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.*

Construction is underway on the St. Rose of Lima parking lot retrofit, in partnership with the City of Roseville. The district's work includes reducing impervious surface of the parking lot without losing stalls by reorienting the stall positions and adding larger islands to support trees. The city is installing an underground storage and infiltration system, while the church is contributing money for asphalt reconstruction. Dumped materials containing asbestos were discovered during excavation for the underground system. The city is working to resolve this issue as soon as possible so that work can continue.

**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.*

This period, Barr prepared draft long-term access agreement documents in cooperation with Ramsey County Parks and Recreation. The purpose of these documents is to allow the RWMWD to access the park trail system and reimburse Ramsey County for construction of a bituminous trail section for long-term inspection and maintenance to the Keller Channel weir structure.

The contractor provided no payment applications this month. Final payment and closeout of the project contract are planned for the October 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.*

On-site construction has not yet begun; Fitzgerald Excavating continues to work through preconstruction items. This period, Fitzgerald prepared its traffic control plan and Ramsey County issued the right-of-way/obstruction permit. Fitzgerald is currently performing utility locates at each site and coordinating conflicts within the work area. Fitzgerald intends to first work through the utility conflicts (relocation, bypass, etc.) at each site before implementing traffic control.

## **CIP project repair and maintenance**

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

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

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

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

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**County Road D ravine (Barr project manager: Brandon Barnes; RWMWD project manager: Dave Vlasin)**

*The purpose of this project is to repair erosion and stabilize a ravine north of County Road D east of Highridge Court. The ravine conveys runoff from Maplewood and County Road D north into Vadnais Heights.*

The district is coordinating this project at the request of Ramsey County public works. Staff will design and include the project in our maintenance project with the costs being reimbursed by Ramsey County and the cities of Maplewood and Vadnais Heights. This month, Barr began updating the district's stormwater model to calculate flows through the ravine. The updated model will be used to define hydraulic design criteria such as peak discharge, velocity of stormwater through the ravine, and upstream and downstream water levels, which will be used to guide the design of restoration and stabilization options. We also requested storm sewer information from Maplewood within the drainage area tributary to the ravine.

Evaluation of the watershed and design of restoration alternatives will continue for the next few months. Final design for ravine restoration will be included in the district's 2022 CIP maintenance/repairs project.

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

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

The contractor has not requested partial payment this month. Work continues to be on hold until actual work occurs at the outlet channel of Owasso Basin. The Owasso outlet channel cleanout work has not been scheduled but is anticipated to be done before the end of the year. Contract final payment deadline is December 31, 2021.



## Natural Resources Update – Bill Bartodziej and Simba Blood

### CAC /LEAP Team Volunteer Planting at Snail Lake Park - Wetland A

Each year we host an evening planting event for members of the Citizen Advisory Committee (CAC) and Landscape Ecology Awards (LEAP) team. This provides an opportunity for our volunteer partners to experience some hands-on ecological restoration. It's really a terrific opportunity for folks to get to know one another and substantially contribute to a watershed project at the same time.

This year's project focused on installing a diversity of wetland plant species in the newly exposed soils at Wetland A. The main goal of the planting is to continue building resiliency into the buffer and the wetland. Adding diversity will increase the ability of the plant community to respond to fluctuating water levels. Over the last two years, we have been able to introduce and bolster plant species that are most tolerant of dramatic water level fluctuations. Species such as river bulrush, lake sedge, and prairie cord grass.

The planting took place on a warm and muggy August evening. Twenty-one hardy volunteers, including five adventurous youngsters, came together to enhance the wetland. Those equipped with rubber boots handled the deeper muck, while others planted on somewhat firmer ground. Of course, some of the



younger volunteers took advantage of the opportunity to wade into the muck and experience some wetland wonders.

Over the course of the evening, 730 plants representing 14 native emergent and wet meadow species were installed. Some of the wildflowers included meadow blazing star, New England aster, marsh milkweed, cardinal flower and several other showy pollinator favorites. As the crew made the trek back on the trail to enjoy a well-earned picnic in the park, we ran into flocks of pollinators enjoying the spectacular prairie plantings in the just over two year-old upland buffer. This was a special sight and definitely one of the unexpected event highlights.

**Carrie Magnuson's son Soren is having too much fun planting a lake sedge in the mucky soils.**

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**The group was able to plant over 500 feet of wetland shore – a spectacular effort.**



**NR staff will be closely monitoring the planting and water if necessary as we head into fall.**



## Public Involvement and Education Program – Sage Passi

### Circling Back to Support Schools, Teachers, Stewards and Education Capstones



In late summer, Sage introduced Water Stewards, Lee Bauer and Bette Danielson to two retired St. Peter Catholic School teachers, Michele Anderson and Jaci Krogh who have been returning weekly to the school in North St. Paul where they taught for many years to help care for the large demonstration native garden behind the school. While they were teachers at the school, Michele and Jaci engaged their students in learning about native plants, watershed friendly landscaping, water quality issues and pollinators. They continue to provide support for the school and the teacher who has succeeded them. This is a sustainability at its finest! The St. Peters garden was awarded a LEAP award while Michele was still a teacher at the school.

The group met at the school and Simba Blood provided advice for them to address several non-native plant issues in the garden. This was a great opportunity to introduce these volunteers to each other, provide education and build community. A return visit by Simba will be scheduled in the fall to help these dedicated former teachers/Master Naturalists and an expanded team of Master Water Stewards learn how to address the challenge of several displaced plants, Canada thistle and birdsfoot trefoil that can be common issues in gardens.

### Lee Bauer's Water Steward Capstone Project Keeps Growing!



On another front, watershed staff have been supporting Water Steward, Lee Bauer as she continues to establish her shoreline buffer on Willow Pond and work on her large front yard native demonstration project, both features in her capstone project begun last fall. Staff helped her identify wetland plants (both native and non-native) along the shore that were planted or emerged due to low water levels and provided additional plants that weren't available in the fall.



Lee and her husband Paul decided to move forward with an additional project in their yard this year by working through the challenges of getting permission from the city to create a large scale rain garden in their front yard. Six years ago when Water Stewards Linda Neilson and Hallie Finucane first met Lee they discussed this rain garden design that would treat a large drainage area coming from the street in front of their house. But a gas line through the garden location seemed prohibitive at the time. This project was put on the back burner and Linda and Hallie found another location for a demonstration Water Stewards project nearby in this Roseville neighborhood. Meanwhile the Bauers proceeded with other watershed projects this past year when Lee joined the Water Stewards program. However, the Bauers did not give up on their dream. They persisted and a redesign of the rain garden project now has gained the city of Roseville's approval. This rain garden project can now proceed this fall! Thank you Lee and Paul for your dedication to community engagement and landscaping best practices. Your yard is truly becoming a showcase and a model to the neighborhood and the community!

### **Boys and Girls Club Garden and Sculpture Project Continues to Move Forward**

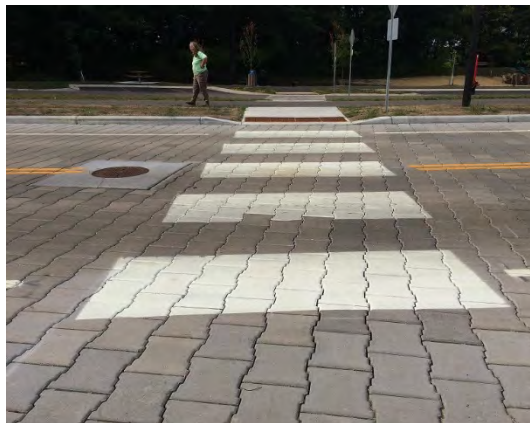


(Above left) Aloun Phoulavan assembles a prototype mold structure for a sculpture to be cast in bronze at the Boys and Girls Club in east St. Paul. (Above right) Koreena Moua, director at the Boys and Girls Club and Water Steward Stephanie Wang assess the potential location for soil to be moved from their garden area to the edge of the club's open space.



In August, Watershed Education staff, Sage and Cathy Troendle and Water Steward Stephanie Wang continued to work with Boys and Girls Club staff to advance their garden and sculpture project toward the goal of installation this fall. Contractors were contacted to secure bids for the preparation of the site including removing the remaining landscape fabric under several layers of mulch and reshaping the garden surface soil to incorporate several berms. Artist and teacher Aloun Phoulavan has been meeting with the youth who have been designing a sculpture to be incorporated into the garden design. The Boys and Girls Club announced that they have secured funding for a second sculpture that will be placed in the garden. Aloun is helping the youth learn the steps of creating a mold for one of the sculptures and will be working with youth through this sculpture preparation process for both sculptures over the next six to eight months with a goal of installation in 2022. On August 19, Aloun met with Koreena Moua, Sage and Cathy to determine the additional sculpture's location.

### Tours, Tours, Tours



**Lake Owasso County Park is a great demo site to learn about BMPs.**



Sage and Cathy worked intensively to support Water Steward, Jennifer Olson in her self-guided tour by creating signage for 12 BMP stops in Shoreview that call attention to a variety of practices and projects to protect nearby water bodies. Above photos left and right illustrate features installed in Lake Owasso County Park that include pervious pavers and pervious asphalt and native rain garden plantings recently installed in the parking lot next to the beach, nearby and along trails in the park to prevent run-off into the lake. Watershed education staff also worked with Water Steward Bobbie Scott to prepare for her East St. Paul Garden Tour in the Battle Creek subwatershed to be held on August 21. Photos and details to be shared next month! Water Stewards were assigned to visit the Shoreview tour stops as a part of their education requirements. They were also invited to participate and are assisting Bobbie with her garden tour. Both tours have been advertised to the public.

## **Communications and Outreach Program Report – Lauren Hazenson**

### **Communications Strategy and Events**

#### **Carp Fishing Contest**

The second event in the series at Lake Gervais has 29 preregistrations and 71 social media event responses. We anticipate this contest will be slightly smaller than the Owasso event due to the smaller size of the surrounding community, but there has also been a larger interest on social media than the previous contest. This may result in greater walk up registrations now that the preregistration requirement has been lifted. The local lake association and the City of Little Canada have both assisted with event promotion.

#### **East Side Garden Tour**

Lauren worked with Sage and Water Steward Bobbie Scott to design promotions and signage for the 10 mile bike tour. The social media ads for this campaign received 3,154 views and 54 event responses.

### **Publications/ Original Content**

#### **Phalen Chain Video Series**

The first video in the series was published on 8/19 featuring Lake Phalen and resulted in 114 views. A second video highlighting the Phalen Chain beaches will be published on 8/29. Videos featuring Lake Gervais and Keller Lake are planned for September.

#### **Stewardship Grant Site Signage**

Illustrations for the rain garden and native planting signs were completed this month and the written content was drafted. Our design contractor will move forward with creating the final designs in September.

#### **ENewsletter - August 5**

Open rate: 36.8%

Article link clicks: 0.6%

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

Numbers as of 8/24 for August:

Audience: 2,676

Impressions/Post Views: 28,145

Engagement (likes, comments, shares): 1,323

## Website Updates

We began working with St. Paul Media this month to map out a budget for the website redesign and to complete a project calendar. The research phase of the project, which includes stakeholder interviews and usability testing, is anticipated to begin in mid-September.

## Miscellaneous

- IDI Group Debrief Session
- MN Association of Government Communicators Social Media Trends Workshop: August 25
- Casey Lake resident meeting planning

## CAC Update, Watershed Excellence Awards Dinner – Carrie Magnuson and Dana Larsen-Ramsay

### 1. **Watershed Excellence Awards** - *Your help is requested nominating candidates for this year's awards!*

- Nominations for Watershed Excellence Awards are due Wednesday, September 23, 2021.
- Background on the awards:
  - Awards celebrate and recognize people making positive impacts on the quality of the RWMWD's lakes, rivers and streams, their surrounding habitat, and their inhabitants.
  - Any community member whose actions are making a significant contribution to protect and improve natural resources within the Ramsey-Washington Metro Watershed District is eligible to receive an award. This includes homeowners, teachers, faith groups, business leaders, city/county staff and volunteers.
  - Typically, 6 awards are presented each year.
  - Eric Sommers, glass artist, will be creating this year's physical award again.
- Nominating is easy.
  - Email the name of the nominee, a short description of why they are being nominated, and a suggested award name if you have one, to Sage Passi and Dana Larsen-Ramsay.
    - [Dana.larsen-ramsay@hbfuller.com](mailto:Dana.larsen-ramsay@hbfuller.com)
    - [sage.passi@rwmwd.org](mailto:sage.passi@rwmwd.org)
  - You can also nominate using our website. Go to [www.rwmwd.org](http://www.rwmwd.org), click on Get Involved, and then Awards & Recognition. Look for the section about the Watershed Excellence Awards and click on "Let us know!"
  - Examples of past awards are Outstanding Partner, Conservation Champion, Citizen Engagement, Outstanding Educator, Innovation in Government, Rain Garden Champion, Youth Engagement. The Roger Lake Stewardship Excellence award is presented to someone who has made significant contributions over an extended period of time.



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- Nominations will be reviewed, and awardees selected/recommended by the CAC on September 28<sup>th</sup>. They then go to the Watershed Board of Managers for approval.

## **2. Watershed Recognition Dinner**

- We hope to hold this year's event in person in mid-November.
- Dinner recognizes active Watershed volunteers, LEAP Awards winners and Watershed Excellence Awards winners.
- Typically includes dinner, words of appreciation from Watershed staff and some door prizes.
- LEAP Awards (Landscape Ecology Awards Program) presented to this year's winners.
- Watershed Excellence Awards (typically 6) presented to this year's winners.
- Volunteers appreciate the opportunity to connect with staff, BOM and other volunteers.
- Event was not held in 2020 due to Covid. Plans are to hold in-person event this fall; however, plans may change depending on what is happening in community with Covid. If event cannot be held as in-person event, the plan is to hold a virtual event on the mid-November date.

If you know an award-worthy candidate, please nominate them for a Watershed Excellence Award by September 23, 2021! We count on our CAC and LEAP teams as well as staff and the Board of Managers to help find and recognize those who are making a difference!

You can read more about the awards here: <https://www.rwmwd.org/get-involved/awards-and-recognition/>