



DECEMBER						
S	M	T	W	T	F	S
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3	4	5	6	7	8	9
10	11	12	13	14	15	16
17	18	19	20	21	22	23
24	25	26	27	28	29	30
31						

JANUARY						
S	M	T	W	T	F	S
		1	2	3	4	5
6	7	8	9	10	11	12
13	14	15	16	17	18	19
20	21	22	23	24	25	26
27	28	29	30	31		

RCWD BOARD OF MANAGERS WORKSHOP

Monday, December 11, 2017, 1:00 p.m.

Rice Creek Watershed District Conference Room
4325 Pheasant Ridge Drive NE, Suite 611, Blaine, Minnesota

Agenda

NOTE: The District is testing an effort to make the Board of Managers meeting more widely accessible to the public. If you are interested in listening to this meeting by phone, please contact Theresa Stasica at tstasica@ricecreek.org or 763-398-3070 by 4:30 p.m., December 7, 2017.

ITEMS FOR DISCUSSION (times are estimates only)

- 1:00 Discussion and Update on Hansen Park Project.
- 1:40 Discussion on Strategic Direction Process.
- 2:20 Discussion on Determining District Facilities Flow Chart.
- 2:50 Discussion on Columbus I-35 Corridor Hydrologic Assessment.
- 3:15 Discussion on DNR Requested Floodplain Modeling Work.
- 3:45 Follow-up Discussion on Purchase of Mobitrac Equipment.
- 4:05 Update on Blaine Ditch Inspection Memorandum of Agreement (MOA).
- 4:15 Update on Rice Creek Water Trail.
- 4:30 Update on Browns Preserve Wetland Bank Credit Table.

1:00 Discussion and Update on Hansen Park
Project.

MEMORANDUM

Rice Creek Watershed District

Date: December 6, 2017
To: RCWD Board of Managers
From: Kyle Axtell, RCWD Water Resource Specialist
Through: Phil Belfiori, Administrator
Subject: Hansen Park Comprehensive Water Management Project

There are three topics that staff would like to discuss with the Board in advance of proposed Board action during the December 13th regular meeting.

1. Project Status Update & Letter to New Brighton

Beginning late last winter, RCWD and City staff began engaging six adjacent property owners who expressed discontent with the project grading plan near their properties (but within the park property). A neighborhood meeting was held on March 16, 2017 that several Board members attended. Since that time, despite the existence of City Council-approved plans and out of respect for due diligence, RCWD staff has spent a considerable amount of time working with City staff and the adjacent landowners to try to find a compromised solution. RCWD and City staff met with the landowners in their backyards on October 5, 2017 to discuss the situation and obtain landowner feedback directly. After working with the project engineer on a revised grading plan, another meeting was held on November 15, 2017 to review the plan. No consensus could be obtained from the neighbors. City staff then prepared an additional revised plan that, to our knowledge, still has not obtained consensus from the neighbors. City staff has recently reported that the Mayor and City Council are continuing to have conversations with the six property owners with the goal of reaching agreement on an alternative grading plan that the City can then propose to the RCWD.

Our construction window is now fast approaching as colder weather finally settles in. While RCWD and City staff have been thorough and diligent in our conversations on this issue – particularly as related to project timelines and additional costs – staff feels it may be important to issue a formal letter to the City explaining our final position on the issue as related to the timing and costs associated with any grading plan change that may ultimately be proposed by the City (upon approval by City Council). A draft letter is attached to this memorandum for review.

One new construction item has also cropped up as we have observed the new hydraulic control (the new dam) operate during three heavy (2.5" to 3.5") rain events in 2017. There is an existing footbridge within the park that crosses RCD2 roughly 200 yards south of the project site. This area of the park was never specifically surveyed for vertical elevation as a part of the project's planning process. We have learned that the approaches on both sides of this bridge flood when the dam crests (approximately 2.5" rain event or more). This has caused disruption to the trail system in the park. Had we known of this situation earlier, raising this bridge would have been added to the project plans from the beginning. As it stands now, staff believes the RCWD has an obligation to raise this bridge above the 2-year flood elevation to meet one of our primary stated project goals; that there be "no measurable increase in flood risk and damage to adjacent buildings and infrastructure."

MEMORANDUM

Rice Creek Watershed District

2. HEI Additional Services Request #2 (Task Order No. 2016-023, Hansen Park Phase 5)

Primarily due to the District's involvement with the issue highlighted above, and partially due to unanticipated coordination with the contractor for site revegetation, Houston Engineering has presented the District with Additional Services Request (ASR) #2 for Phase 5 of the Hansen Park Project. The ASR includes \$7,400.00 for tasks already completed that were outside of the scope of the current task order, but were directed by RCWD staff as being necessary to continue project coordination. The original task order authorized up to \$217,400. This amount was increased by \$28,600 for a total "not-to-exceed" amount of \$245,900 on May 24, 2017.

RCWD staff has reviewed the request and finds the task list accurate and the requested funds reasonable as they relate to the amount of "outside of scope" work staff has directed HEI to complete to keep the project moving ahead while adequately responding to the neighbors' concerns. Overall, HEI's costs remain approximately \$22,600 under the District's original budget for engineering services, including this additional request. The revised total "not-to-exceed" amount for Task Order 2016-023 would be \$253,300.00.

HEI has offered to complete all engineering work necessary to facilitate having our contractor raise the footbridge (mentioned in item #1 above) at no cost to the District.

3. Change Order Summary & Contingency Increase Request

Lastly, RCWD staff, the project engineer and our contractor have been examining the remaining work tasks and quantities for this project as we near the startup of year two of construction. As you are aware, the warm weather of last winter and subsequent extension of construction into a second year has forced some changed conditions and additional costs upon the project. Unrelated to weather, but most notable in terms of quantity and cost changes thus far have been the density and composition of the dredged pond bottom material. There have been some pros and some cons in this regard. The material has thus far been significantly less dense than originally anticipated. This has resulted in significant cost savings for haul-off of contaminated materials (we pay per ton), but also significant cost increases in haul-off of non-contaminated materials (we pay per cubic yard). Overall, there has been a net increase in project cost due to this situation. As we've gone along, there have been other items requiring change orders as well and we have several items that are now anticipated to require change orders in this upcoming season. Originally, the project engineer recommended a 15% (\$415,270) contingency for this project. Staff recommended a 7.5% (\$207,635) contingency which the Board approved. The primary reasoning for the initial reduction to 7.5% contingency was not a confidence that the extra funds would not be needed, but rather so that the Board would be kept informed and up to date regarding the project and its costs should they begin to increase. At this time, staff is recommending that the contingency be increased from 7.5% (\$207,635) to 12.5% (346,060). Staff will provide a presentation explaining this recommendation during the workshop. For now, the attached budget numbers will aid your consideration of the request at the December 13, 2017 Board meeting. Even with the increased contingency, this project remains approximately \$200K under the original construction estimate and budget.

Attachments: Hansen Park Construction Budget & Change Order Breakdown
DRAFT Letter to New Brighton
HEI Task Order 2016-023 Additional Services Request #2

MEMORANDUM

Rice Creek Watershed District

Hansen Park Construction Budget & Change Order Breakdown

Original HEI Construction Cost Estimate:	\$ 3,317,106 (A)
Approved Contractor Bid:	\$ 2,768,480 (B)
Original HEI Recommended 15% Contingency:	\$ 415,270 (C1)
Original Bid + 15% Contingency:	\$ 3,183,752 (B + C1)
RCWD Board-Approved 7.5% Contingency:	\$ 207,635 (C2)
Original Bid + 7.5% Contingency:	\$ 2,976,116 (B + C2)
Total Change Orders Approved To-Date:	\$ 97,877 (D)
Remaining Approved Contingency:	\$ 109,758 (C2 – D)
Known Future Change Orders (Estimated):	\$ 149,000 (E)
<i>DML-2 Tonnage Deduct</i>	<i>\$ - 93,000</i>
<i>DML-1 Additional Haul-Off</i>	<i>\$ 139,500</i>
<i>Additional Erosion Control Blanket</i>	<i>\$ 32,500</i>
<i>Additional Sand Fill Under Paved Trail Section</i>	<i>\$ 17,000</i>
<i>Raise South Footbridge Over RCD2</i>	<i>\$ 53,000</i>
Potential Change Order Due to City Grading Changes:	\$ 30,000 (F)
<i>(100% reimbursed by City)</i>	
Minimum Reserve (Uncertainty of Dredge Quantities):	\$ 50,000 (G)
Total of ALL change orders (“to-date” and “future”):	\$ 326,877 (D + E + F + G)
Recommended 12.5% Contingency (5.0% increase):	\$ 346,060 (C3)
Original Bid + 12.5% Contingency:	\$ 3,114,540 (B + C3)
	<i>(\$200K below estimate)</i>



December 13, 2017

DRAFT – FOR REVIEW ONLY

Dean Lotter
City of New Brighton
803 Old Highway 8 NW
New Brighton, MN 55112

**Re: Hansen Park Comprehensive Water Management Project
Alternative Stockpile Grading Plans & Timing Challenges**

Dear Mr. Lotter,

We are rapidly nearing the restart of dredging and construction activities at Hansen Park. As you are aware, over that past ten months RCWD staff has placed a significant priority on working in close coordination with City staff to attempt to address grading plan concerns voiced by several park neighbors along the west side of the park. Most recently, “backyard meetings” were held in October and November and two different concept level alternative grading plans for the area near the spoil pile located on the west side of the Park were presented to the residents, with, to our knowledge, no clear consensus from the group to-date. The purpose of this letter is only to outline the procedural, timing and cost challenges we now face in implementing any potential alternative grading plan.

The next RCWD Board meeting is scheduled for January 10, 2018. We understand that the next City Council meeting is January 9, 2018. These meetings are the next opportunity for either governing body to approve any plan changes, which will require an amendment to the existing project agreement between the City and RCWD. Should an agreement be reached between the City and its concerned residents, the plans, documents, change orders – and this agreement amendment – will take some time to develop. Consequently, if the City Council is planning to consider a grading plan change at its January 9, 2018 meeting, we must have enough advanced notice to prepare, review and comment on the documents required to make the changes. Based on the above-mentioned Board meeting schedules and timing of office closures due to the holiday season, December 22, 2017 is the absolute latest date that we can accommodate a notice on this issue. This notice, if issued, must include a written request from the City with a specific alternative grading plan identified and designed so that RCWD’s staff and consultants have adequate time to react in time for placement of all required documents and agreements in the packets for the respective City Council and RCWD Board meetings in early January.

Please also note that the above referenced date is only procedural and tentative in nature and may be infeasible if the contractor re-mobilizes at any point within the next month. As the weather has now finally turned colder and the ground begins to freeze quickly, we expect that our contractor will very soon be preparing to restart operations at the site. Given our experiences last winter, we are not in position to accept the loss of even one day of dredging due to delays waiting for a decision on this issue. Doing so could have dramatic negative effects on the project should the weather turn unseasonably warm again. We also do not have the contractual ability to dictate means and methods – or timing – to our contractor. If the contractor decides to begin dredging and hauling material earlier than our agencies’ meeting packet deadlines can accommodate, then there will be no opportunity to make plan

changes and alter the course of the project. We will keep the City abreast of the anticipated dredging start date as soon as we hear word from the contractor.

There are also cost considerations for the City Council to consider when weighing a decision on this issue. The latest City-proposed alternative grading plan will result in significant additional project costs that the RCWD is not willing to bear on top of our investment of \$2.5 million of local funds and \$1.5 million of State funds in this project. As best as we can estimate at this time, the alternative plan would result in an additional direct cost to the City of approximately \$30,000 for tree clearing and the net change in dredging and hauling expenses. The redesigned stockpile will also hold less material, resulting in roughly \$10,000 less in storage fees being paid to the City. In all, we estimate a \$40,000 cost to the City of New Brighton to implement the alternative proposal. This is certainly not a final number, as we won't know the final dredging and hauling quantities until dredging is complete.

Lastly, the City should not dismiss the option of letting the RCWD continue with the approved project plans "as-is". Once we vacate the site, the City has every right to do what it wishes with the dredged material stored within the park. If a revised grading plan is decided upon later, the City can then hire its own contractor to adjust the grades in the area while retaining more control over the costs associated with doing so.

Throughout this process, the RCWD has worked in good faith to assist in finding a compromise solution that meets the needs of the project while addressing neighbor's complaints. We will continue to hold open the possibility of considering an alteration to the project's grading plan as long as conditions will allow, but the timeframe for an alternative decision by the City is dwindling quickly. For now, we are planning to proceed with the current, City Council-approved plans that have been in place for 22 months unless or until a request is made by the City to change course. Please contact our office if you have additional questions.

Sincerely,

Kyle Axtell
Water Resource Specialist & Project Manager

MEMO



Task Order Revision & Change in
Scope of Services

To: Phil Belfiori, RCWD

Date: December 6, 2017

Cc: File

From: Ben Jore, EIT
Dennis McAlpine, P.E.

Through: Chris Otterness, P.E.

Subject: Hansen Park Project – Phase 5
Construction Management
Additional Services #2

Project No.: R145555-240 Phase 005

Houston Engineering, Inc. (HEI) entered into a contractual agreement, Task Order 2016-023, (i.e., AGREEMENT) to provide professional consulting services with the Rice Creek Watershed District. The AGREEMENT identifies various services to be performed in partial fulfillment of the contract and an agreed upon estimated compensation amount. The AGREEMENT identifies the services to be performed in return for estimated compensation in the amount of **\$217,300** for Phase 005 of the Hansen Park Comprehensive Water Management Project. Additional Services Request No. 1, dated May 15, 2017, authorized additional scope in the amount of **\$28,600**. This additional fee was requested for additional project scope associated with project shutdown as result of unfrozen conditions experienced during the winter of 2017. The revised contract amount including Additional Services Request No. 1 is **\$245,900**.

The purpose of this memorandum is to document a change in the Scope of Services rendered by Houston Engineering under our AGREEMENT. The initial Task Order and subsequent Additional Service Request No. 1 was developed based upon the assumption that the DML-1 stockpile would be constructed per plan.

At the request of RCWD staff, HEI completed design and analysis of a City of New Brighton conceptual plan to re-configure the onsite DML-1 stockpile grades in an attempt to appease the adjacent landowners. The re-design provided a basis for the Contractor to provide an estimate for the proposed change in work. This effort included survey support services to document the stockpile grades as well as stake the location of the adjacent trail and drainage swale visual support.

Additional effort was also required with the Contractor in August 2017 to coordinate the completion of vegetative maintenance activities on permanently restored areas. This coordination included extensive communication with the Contractor and District staff including an onsite meeting with the Contractor and project stakeholders, to reiterate and describe the contractual requirements for vegetative maintenance operations as detailed in the project plans and specifications. The scope of this vegetative management coordination effort was not envisioned and included in Task Order 2016-23 or Additional Services Request 1.

MEMO



The detailed list below identifies the specific work tasks that were completed to accommodate the change in project schedule.

The following items are interpreted by Houston Engineering as a change in the Scope of Services:

Item No.	Description	Task Already Completed ?	Additional Fee
1	Dredge material permanent stockpile re-grade and redesign based on the City of New Brighton conceptual design. Coordinate with the Contractor to support development of estimate for proposed change in work. Additional survey as-builts of the stockpile to document settlement and stake various project features related to the stockpile.	Yes	\$6,000
2	Unforeseen coordination required during the month of August 2017 to demand the completion of project defined vegetative maintenance operations. Work included various emails, phone calls, and meetings with the Contractor, Subcontractors, and RCWD staff..	Yes	\$1,400
		Total	\$7,400

In consideration of these items identified, a revised total compensation of **\$253,300** is requested.

Please indicate the following:

- Amend the contract to incorporate the additional services provided and the revised estimated total compensation nearer to the time of project completion, based on the anticipated cost to complete.
- Amend the contract now to incorporate the additional services provided and the revised estimated total compensation.

The completion of these additional services has and will result in changes to the deliverables. HEI has provided the District with a revised stockpile design complete with a cost estimate for the proposed change in work.

SIGNATURES:

The professional services described by this Additional Services Request are being provided in accordance with the Professional Services Agreement between the Rice Creek

MEMO



Watershed District and Houston Engineering dated May 14, 2008, and as amended and extended. This **Additional Services Request** shall be effective **immediately** as authorized by the signatures of representatives of the Rice Creek Watershed District and Houston Engineering, Inc.

Rice Creek Watershed District

By: _____

Name: _____

Title: _____

Date: _____

Houston Engineering, Inc.

By: Chris Otterness

Name: Christopher Otterness, P.E

Title: District Engineer

Date: December 6, 2017

1:40 Discussion on Strategic Direction Process.

Rice Creek Watershed District

Working Presentation- Strategic Direction Discussion

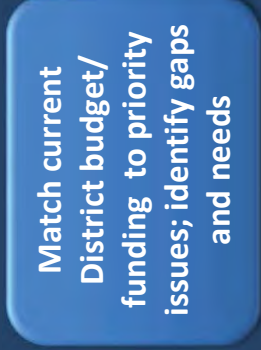


Purpose

- Introduce Board to Strategic Direction process
- Reach Board consensus on proposed roles, responsibilities, and anticipated timeline



Anticipated Process



Establish Strategic Direction

- *Purpose:* The framework for developing a shared understanding of District direction
- *Considerations:*
 - Based on relative importance of issues, projects, regulation, etc.
 - Investment vs. reward discussion

Our Tools



District
Projects

Regulatory
Program

Capital
Projects

Issue Tracking Summary

Issue ID:	
Issue Number (if applicable):	
Date Resource Issue Introduced to Board	
Board Preliminary Level of Importance	
Date Revised	
Board Consensus Level of Importance	
Final Board Concurrence	
Date of Board Concurrence	

Establish Strategic
Direction

Identify, describe,
and rank **issues**
faced by the District
to establish
"priority issues"

Match current
District **policies** to
priority issues;
identify policy gaps
and areas of
revision

Match current
District **Programs** to
priority issues;
identify program
gaps and areas of
revision

Using Templates

Match current
District budget/
funding to priority
issues; identify gaps
and needs

Evaluate fiscal
considerations



Issues Faced by the District



Resources



Policy

EXAMPLE: Rice Creek Watershed District Issue DRAFT: For Discussion Only

Issue ID: Issue Number (if applicable):	
Date issue introduced to Board:	
Original description of the issue (maps and other information can be attached to worksheet):	
What is the basis of the issue (how was it identified)? <input type="checkbox"/> Previously identified <input type="checkbox"/> Study <input type="checkbox"/> Change in land use pattern <input type="checkbox"/> Staff Concern <input type="checkbox"/> Board Concern <input type="checkbox"/> Constituent Complaint (public or private) <input type="checkbox"/> Other _____	
What is the preliminary level of importance of this issue to the Board? <input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low	
How could the District could better address the issue within the Plan?	
Summary of Board Discussion/Direction (populated by HEI Staff during meeting):	
Revised Description of the Issue:	
Date Revised:	
Board consensus for level of importance: <input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low	
Final Board Concurrence <input type="checkbox"/> Yes <input type="checkbox"/> No	
Date of Board Concurrence:	

Resource Example:
 A factor or stressor (e.g. invasive carp) resulting in an adverse consequence (e.g. algal blooms) for a natural resource (e.g. local lakes).

Policy Example: A procedural or regulatory factor or gap that impacts the District's ability to meet its mission/purpose.



Issues: Examples from Old Plan

Lakes

Nutrient Enrichment
(too much algae)

Accelerated Sedimentation
(i.e., Long Lake and Locke Lake filling up, JD 2 erosion)

Invasive Species

Wetlands

Wetland Loss;
Maintaining High
Quality Wetlands;
Getting mitigation so
ditches can be cleaned

Water Quality
Conditions

Excess Runoff (Flooding)

Floodplain Boundaries

Urban Flooding
(i.e. Parts of New
Brighton flood)

Flooding Impacts from
Future Development

Adaptive Management

Groundwater

District's Role in
Management

Sustainability of Supply

Contamination in
Susceptible Areas
Through Infiltration

Groundwater Fed
Resources



Issues: Examples from Old Plan

Drainage Systems and Waterways

Drainage System Maintenance, Repair, Level of Service and Management

Administration and Records Management

Classification System and Waterway Management

Water Quality Conveyed by Drainage Systems and Waterways

Rules and Permits

CWMP/RMP approach

Aligning Rules to accommodate development needs while meeting District vision/purposes

District Facilities

Inventory of District Facilities

Access Availability

Maintenance and Repair

Funding

Project funding relative to benefits

Funds Dispersed Across Planning Regions

Rank and Prioritize Issues

- *Purpose:* Decide what the main focus of the 10-year plan is
 - Not enough resources to do everything
- Board has ultimate decision about plan priorities
- Milestone:
 - Input from TAC and CAC

EXAMPLE: Rice Creek Watershed District Issue

DRAFT: For Discussion Only

Issue ID: Issue Number (if applicable):
Date issue introduced to Board:
Original description of the issue (maps and other information can be attached to worksheet):
What is the basis of the issue (how was it identified)? <input type="checkbox"/> Previously identified <input type="checkbox"/> Study <input type="checkbox"/> Change in land use pattern <input type="checkbox"/> Staff Concern <input type="checkbox"/> Board Concern <input type="checkbox"/> Constituent Complaint (public or private) <input type="checkbox"/> Other _____
What is the preliminary level of importance of this issue to the Board? <input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low
How could the District could better address the issue within the Plan?
Summary of Board Discussion/Direction (populated by HEI Staff during meeting):
Revised Description of the Issue:
Date Revised:
Board consensus for level of importance: <input type="checkbox"/> High <input type="checkbox"/> Medium <input type="checkbox"/> Low
Final board concurrence <input type="checkbox"/> Yes <input type="checkbox"/> No
Date of Board Concurrence:

Policy Tracking Summary

Policy Title:	
Policy Number (if applicable):	
Date Policy Introduced to Board	
Resource Issue Associated with Policy	
Date Revised	
Board Consensus Level of Importance	
Final Board Concurrence	
Date of Board Concurrence	

Establish Strategic Direction

Identify, describe, and rank issues faced by the District to establish "priority issues"

Match current District **policies** to priority issues; identify policy gaps and areas of revision

Match current District **programs** to priority issues; identify program gaps and areas of revision

Using Templates

Match current District budget/funding to priority issues; identify gaps and needs

Evaluate fiscal considerations



Policies ↔ Issues

- Tie priority issues to *existing* policies
- Restructure existing policies to address priority issues
- Identify policy gaps; propose to Board

Priority
Issue

Policy 1

Policy 2

EXAMPLE: Rice Creek Watershed District Policy

DRAFT: For Discussion Only

Policy Title:
Policy Number (if applicable):
Date policy introduced to Board:

Original description of the policy:

Issue driving policy discussion:

Is the policy effectively addressing the issue?
 Yes No

If not, what is the policy's shortcoming?

- Lack of specificity
- Policy Action Related
- Change in Local/State Policy
- Change in Resource Prioritization
- Other _____

Notes:

Current Staff Execution Approach:

How could the policy be revised to better address the priority resource?

Summary of Board Discussion/Direction (populated by HEI Staff during meeting):

Recommended Staff Policy Revisions:

Date Revised by Staff:

Final Board Concurrence
 Yes No

Date of Board Concurrence:

Program Tracking Summary

Program Title:	
Program Number:	
Date Program Introduced to Board	
Resource Issue Associated with Program	
Policies Associated with Program	
Current (2017) Funding Level	
Date Revised	
Board Direction on Funding	
Final Board Concurrence	
Date of Board Concurrence	

Establish Strategic Direction

Identify, describe, and rank issues faced by the District to establish "priority issues"

Match current District **policies** to priority issues; identify policy gaps and areas of revision

Match current District **programs** to priority issues; identify program gaps and areas of revision

Using Templates

Match current District budget/funding to priority issues; identify gaps and needs

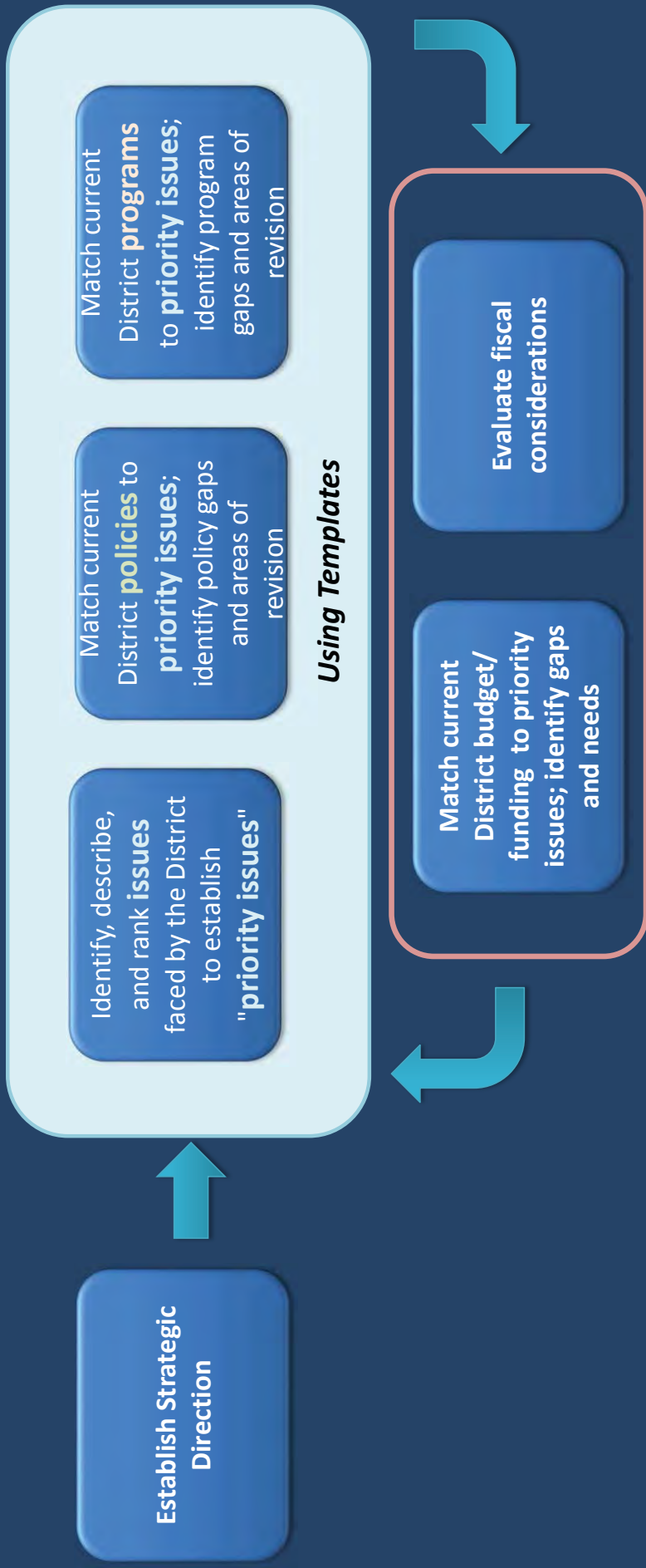
Evaluate fiscal considerations



District Implementation Programs

Education, Data, and Information	<ul style="list-style-type: none"> • Water Education and Outreach • District-Wide Modeling • Drainage System Records Modernization • GIS Viewer, Database Management 	Lakes	<ul style="list-style-type: none"> • Surface Water Quality Monitoring Program • Lake and Stream Management Program • Water Quality Grant Program 	Wetlands	<ul style="list-style-type: none"> • Permit Review Program • Resource Management Planning Program 	Drainage Systems and Waterways	<ul style="list-style-type: none"> • Public Drainage System Inspection, Maintenance and Repair Program • Resource Management Planning Program • Trunk System and Natural Waterway Management Program 	Excess Runoff	<ul style="list-style-type: none"> • Rule Revision/Permit Guidance Program • Permit Review Program • Local Plan Review Program • Municipal Capital Improvement – Early Coordination Program 	District Facilities	<ul style="list-style-type: none"> • District Facilities Operations and Maintenance Program 	Open Space	<ul style="list-style-type: none"> • Conservation Easement Acquisition Program 	Groundwater	<ul style="list-style-type: none"> • Groundwater Management Program 	Capital Improvement Projects	<ul style="list-style-type: none"> • Large expenditures
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Anticipated Process



Tentative Timeline: Subject to Change

(Please refer to handout)

Process	Year	Month	Milestones
Establish Strategic Direction	2017	Dec	✓ Board Workshop: Introduce Strategic Direction process
		Jan	✓ Board Workshop: Begin Strategic Direction; Board to prepare list of "issues" for next Workshop
	2018	Feb	✓ CAC Meeting: Introduce Strategic Direction; CAC to prepare list of "issues"
		Mar	✓ Board Workshop: Aggregate issues; Use Templates to initially prioritize issues
		Apr	✓ Board Workshop: Aggregate issues; Use Templates to initially prioritize issues ✓ Check-in meeting with TAC and CAC
		May	✓ Board Workshop: Review District Policies and Programs for priority issues through Templates
		Jun	✓ Board Workshop: Review District Policies and Programs for priority issues through Templates
		Jul	✓ Board Workshop: Use Templates to see where funding is currently being allocated, relative to issue prioritization
		Aug	✓ Board Workshop: Use Templates to see where funding is currently being allocated, relative to issue prioritization
		Sep	✓ Check-in meeting with TAC and CAC
		Oct	
		Nov	
Dec			
Identify, Describe, and Rank Issues	2019	Jan	
		Feb	
		Mar	
		Apr	✓ Release draft plan for partner and agency reviews
		May	
		Jun	
		Jul	
		Aug	
		Sep	
		Oct	
		Nov	
		Dec	
Match Policies to Issues Match Programs to Issues	2020	Jan	✓ Adopt final plan to be effective January 2020
		Feb	
		Mar	
		Apr	
		May	
		Jun	
		Jul	
		Aug	
		Sep	
		Oct	
		Nov	
		Dec	
Funding	2020	Jan	
		Feb	
		Mar	
		Apr	
		May	
		Jun	
		Jul	
		Aug	
		Sep	
		Oct	
		Nov	
		Dec	
Write Plan	2020	Jan	
		Feb	
		Mar	
		Apr	
		May	
		Jun	
		Jul	
		Aug	
		Sep	
		Oct	
		Nov	
		Dec	
Partner and Agency Review	2020	Jan	
		Feb	
		Mar	
		Apr	
		May	
		Jun	
		Jul	
		Aug	
		Sep	
		Oct	
		Nov	
		Dec	
Adopt	2020	Jan	
		Feb	
		Mar	
		Apr	
		May	
		Jun	
		Jul	
		Aug	
		Sep	
		Oct	
		Nov	
		Dec	

Requested Consensus for Next Steps

- Finalize core team (RCWD Staff and Consultants)
- Commence “Strategic Direction” process



Thank you.



Tentative Timeline: Subject to Change

Process	Year	Month	Milestones	
Establish Strategic Direction	2017	Dec	✓ Board Workshop: Introduce Strategic Direction process	
Identify, Describe, and Rank Issues	2018	Jan	✓ Board Workshop: Begin Strategic Direction; Board to prepare list of "issues" for next Workshop	
		Feb	✓ CAC Meeting: Introduce Strategic Direction; CAC to prepare list of "issues"	
			✓ Board Workshop: Aggregate issues; Use Templates to initially prioritize issues	
		Mar	✓ Board Workshop: Aggregate issues; Use Templates to initially prioritize issues	
			✓ Check-in meeting with TAC and CAC	
		Match Policies to Issues	Apr	✓ Board Workshop: Review District Policies and Programs for priority issues through Templates
		Match Programs to Issues	May	✓ Board Workshop: Review District Policies and Programs for priority issues through Templates
		Funding	Jun	✓ Board Workshop: Use Templates to see where funding is currently being allocated, relative to issue prioritization
			Jul	✓ Board Workshop: Use Templates to see where funding is currently being allocated, relative to issue prioritization
		Write Plan		✓ Check-in meeting with TAC and CAC
			Aug	
			Sep	
Oct				
Nov				
Partner and Agency Review	2019	Dec		
		Jan		
		Feb		
		Mar		
		Apr	✓ Release draft plan for partner and agency reviews	
		May		
		Jun		
		Jul		
		Aug		
		Sep		
		Oct		
		Nov		
Dec				
Adopt	2020	Jan	✓ Adopt final plan to be effective January 2020	

Issue Tracking Summary

Issue ID: <i>Carp Infestation of District Shallow Lakes</i> Issue Number (if applicable): 3.3.2	
Date Resource Issue Introduced to Board	12/11/2017
Board Preliminary Level of Importance	High
Date Revised	N/A
Board Consensus Level of Importance	Undecided
Final Board Concurrence	N/A
Date of Board Concurrence	N/A

Issue ID: *Carp Infestation of District Shallow Lakes*
Issue Number (if applicable): 3.3.2

Date issue introduced to Board: 12/11/2017

Original description of the issue (Maps and other information can be attached to worksheet):

Shallow lake water quality. Address internal loading of District shallow lakes due to infestations of common carp. Common carp breeding and feeding activity re-suspends lake sediments liberating sediment and phosphorus into the water column. This internal loading often pushes the lake into a turbid state of impairment.

What is the basis of the issue (how was it identified)?

- Previously identified
- Study
- Change in land use pattern
- Staff Concern
- Board Concern
- Constituent Complaint (public or private)
- Other _____

What is the preliminary level of importance of this issue to the Board?

- High
- Medium
- Low

How could the District could better address the issue within the Plan.

Several lake TMDL studies have been finalized since the 2010 RCWD plan was approved. TMDLs for the Southwest Urban Lakes, the Lino Lakes Chain, Peltier and Centerville Lakes, Bald Eagle Lake, and Silver Lake all suggest carp management as a strategy to address internal lake phosphorus loading. This plan update should mention strategies specifically identified by these TMDLs pertaining to carp management to decrease overall lake nutrient loading.

Summary of Board Discussion/Direction (populated during meeting):

Revised Description of the Issue:

Date Revised:

Board consensus for level of importance:

- High
- Medium
- Low

Final Board Concurrence

- Yes
- No

Date of Board Concurrence:

Policy Tracking Summary

Policy Title: <i>Healthy Aquatic Ecosystems</i>	
Policy Number (if applicable): 5.2-3	
Date Policy Introduced to Board	12/11/2017
Resource Issue Associated with Policy	Carp Infestations, Lakes (3.3.2)
Date Revised	N/A
Board Consensus Level of Importance	Undecided
Final Board Concurrence	N/A
Date of Board Concurrence	N/A

Policy Title: *Healthy Aquatic Ecosystems*

Policy Number (if applicable): 5.2-3

Date policy introduced to Board: 12/11/2017

Original description of the policy:

Promote and foster activities, which result in sustainable, healthy, aquatic ecosystems.

Issue driving policy discussion:

Aquatic Invasive Species (AIS) Management. Specifically, common carp infestations in shallow lakes perpetuating turbid water conditions.

Is the policy effectively addressing the issue?

Yes

No

If not, what is the policy's shortcoming?

Lack of specificity

Policy Action Related

Change in Local/State Policy

Change in Resource Prioritization

Other _____

Notes: *While Action Item 1 states the district will implement a plan to address AIS, the policy does not include language that describes how the District will collaborate with other agencies to address the issue.*

Current Staff Execution Approach:

Policy actions are being addressed by the Lake and Stream Management and Capital Projects programs.

How could the policy be revised to better address the priority resource?

In 2014, the legislature passed a State County Aid bill that allocates a portion of ten million dollars to each individual county based on the number of public water accesses that county has. Policy 5.2-3 could include an action item that describes how the District will work with each of the four counties to prioritize and secure funding (State Aid allocation) for AIS management objectives. Several state grant programs are also available to aid implementation of AIS management related projects.

Summary of Board Discussion/Direction (populated during meeting):

Recommended Staff Policy Revisions:

Date Revised by Staff:

Final Board Concurrence

Yes

No

Date of Board Concurrence:

Program Tracking Summary

Program Title: <i>Lake and Stream Management</i>	
Program Number:	
Date Program Introduced to Board	12/11/2017
Resource Issue Associated with Program	Lakes (3.3.2)
Policies Associated with Program	5.2-3, etc.
Current (2017) Funding Level	\$450,000
Date Revised	N/A
Board Direction on Funding	Undecided
Final Board Concurrence	N/A
Date of Board Concurrence	N/A

Program Title: *Lake and Stream Management*

Program Number (if applicable): *N/A*

Date program introduced to Board: *12/11/2017*

Issue driving program discussion:

Aquatic Invasive Species (AIS) Management. Specifically, common carp infestations in shallow lakes perpetuating turbid water conditions.

Policies associated with program:

5.1-5, 5.2-1, 5.2-2, 5.2-3, 5.2-4

Description of current (2017) program:

The Lake and Stream Management Program is focused on using the monitoring information to implement projects, programs, and activities to maintain, restore, and/or enhance the conditions of lakes and streams.

What is the current (2017) staff execution of the program?

Currently, three to four District staff work to implementing various components of the Lake and Stream Management program.

What is the programs current (2017) level of funding?

\$450,000 annually.

Does the existing program language adequately address the priority issue?

Yes No

If not, why?

While the program description references TMDL implementation plans, it does not specify AIS management as a method to restore and enhance lake and stream conditions.

How could the program be revised to better address the priority resource?

Given what has been learned about several species and associated management strategies, it is important to call out AIS related management in District programming. This could happen within the existing Lake and Stream Management section, but is also worth discussing AIS Management as a program of its own.

Summary of Board Discussion/Direction (populated during meeting):

Recommended Staff Program Revisions:

Date Revised by Staff:

Board Direction on Funding:

Lower Same Increase

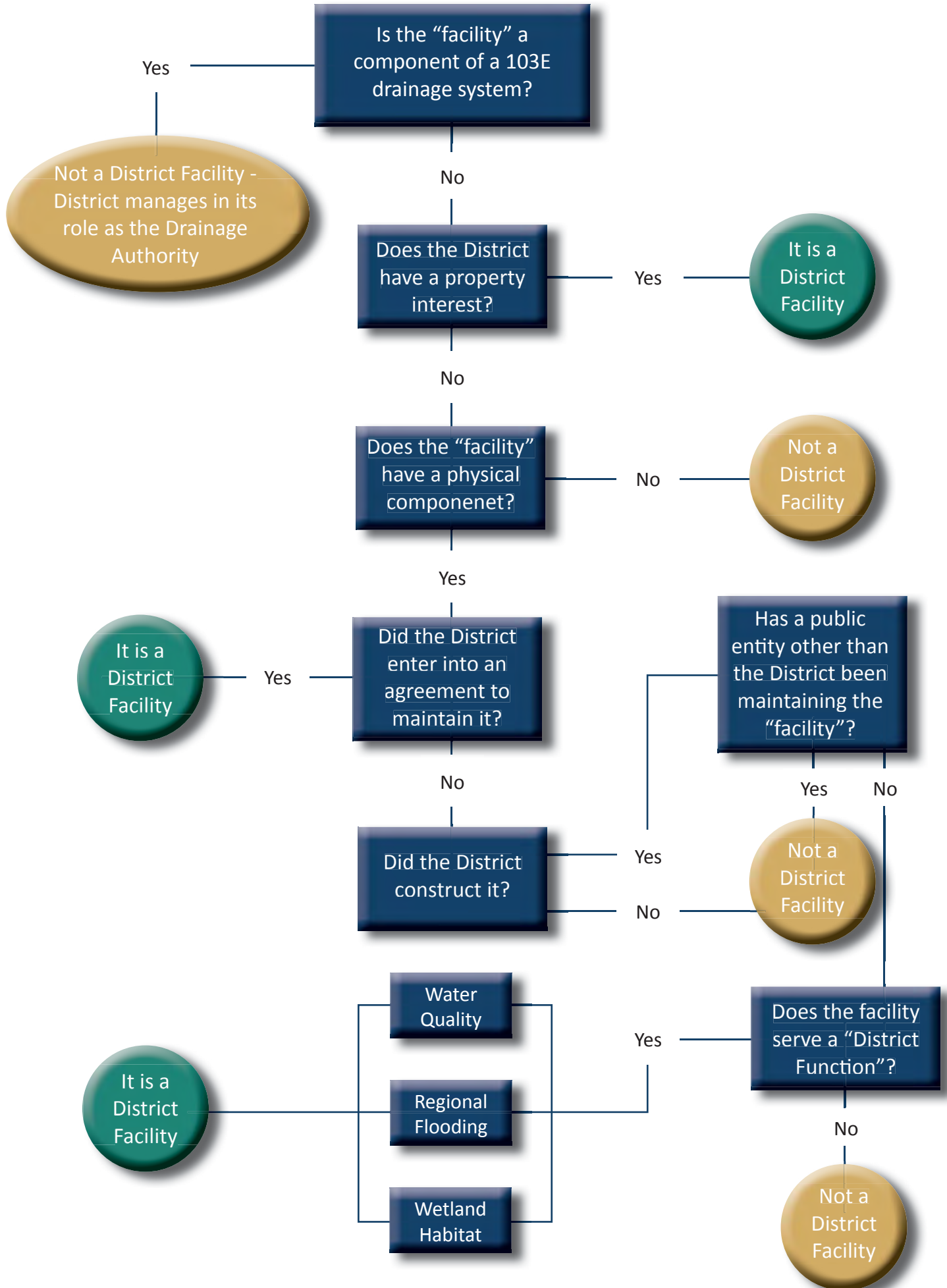
Final Board Concurrence

Yes No

Date of Board Concurrence:

2:20 Discussion on Determining District Facilities
Flow Chart.

Determining District Facilities



2:50 Discussion on Columbus I-35 Corridor
Hydrologic Assessment.

Technical Memorandum

To: Phil Belfiori
Rice Creek Watershed District

Cc: Nick Tomczik

From: Chris Otterness PE

Subject: Columbus I-35 Corridor Hydrologic Assessment

Date: November 2, 2017

Project #: R175555-080-003



INTRODUCTION

The District has recently received complaints of inadequate drainage function within the Columbus I-35 corridor south of State Highway 97, which has contributed to high seasonal water levels. Per the District procedures (flowchart) for investigating drainage complaints, HEI previously prepared a memorandum determining that the drainage concerns in this area are not related to a condition of a District-managed public drainage system or District facility. However, the District is also aware of City land-use plans indicating intensive land uses within this area in the future, which will result in substantial increases in impervious surface and likely additional runoff volume. Increasing runoff volume has the potential to effect existing local drainage conditions. As a proactive approach, the District asked HEI to conduct a technical analysis to quantify the magnitude of hydrologic changes resulting from future development and develop potential approaches, which could include performance standards for development in this area, should an adverse impact be identified by the future development condition. This would be similar to the approach developed for the Anoka County Ditch 55 drainage area in the City of Lino Lakes.

ANALYSIS

EXISTING CONDITIONS

The area evaluated is generally located within the City of Columbus north of the I-35W / I-35 split and south of State Hwy. 97, draining east to west under I-35 and CR 54 ("area of interest", **Figure 1**). To create a more detailed assessment of hydraulics and hydrology within the area of interest, HEI updated the Upper Rice Creek Direct Drainage SWMM Model with culvert data received from MnDOT and Anoka County. The subcatchment boundaries and available storage in the area of interest were also refined using LiDAR data to provide a finer resolution and reflect known flowpaths provided by MnDOT and Anoka County. Additionally, the conveyance downstream of the outlet of the

area of interest (semi-channelized flow through a wetland complex west of 147th Ave.) was updated to reflect the heavily vegetated wetland that the runoff must flow through to reach Rice Creek. The model updates were completed to prepare a more accurate representation of the existing conditions for both runoff rates and peak water surface elevations (stage).

FUTURE CONDITIONS WITH CURRENT RULE

To assess the effect of the future hydrologic conditions for the area of interest in reference to the stipulations of the current District rules, the model was further modified to simulate the fully developed condition based on assumed land use densities identified in the City land use plan. The model curve numbers (an empirical parameter used to aid in predicting runoff and infiltration based on land use types) were modified to reflect the anticipated fully-developed land use condition, and runoff storage was incorporated to simulate the effect of the District’s no-net increase in peak discharge rule requirement. Due to the hydric soils and soils with low permeability within the area of interest, infiltration is likely not feasible, and thus no infiltration features were added to the future conditions model.

2-, 10-, and 100-year rainfall events were then simulated for both current and future conditions. Flood elevations and flooded acreage both west and east of I-35 increase under future development conditions due to the increase in volume (which will not be mitigated under the current District rule). The increase in the area inundated (flooded) for the 100-year, 24-hour rainfall event is shown in **Figure 2** and tabulated in **Table 1**. The increases in flood elevation east and west of I-35 are provided in **Table 2**.

Table 1. 100-Year Rainfall Inundation Area (acres)

Condition	West of I-35	East of I-35
Current Condition	80.2	12.3
Future Development	80.6	15.1
Change	0.4	2.8

Table 2. Increase in Peak Flood Elevation Due to Future development (feet)

Rainfall Event*	West of I-35	East of I-35
2-Year	0.23	0.71
10-Year	0.03	0.82
100-Year	0.09	0.62

*24-hour duration

CONCLUSIONS

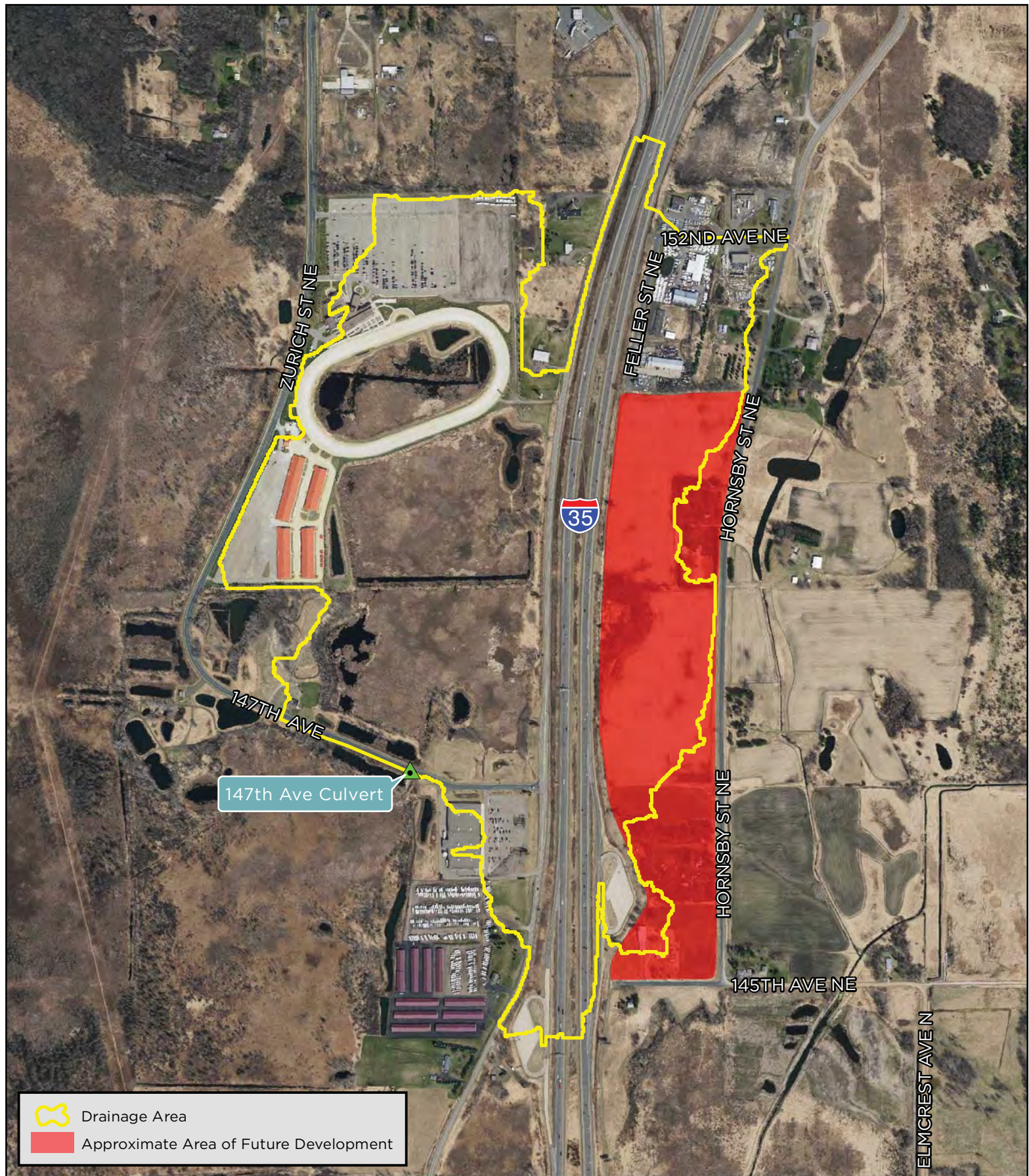
HEI was requested to identify whether technical analysis of hydrologic changes resulting from future development indicates a potential for adverse impact, and if so develop potential management approaches. Though the analysis indicates hydrologic changes which include increases in peak flood elevation for some rainfalls, these changes are not indicative of a potential adverse impact. The modeled peak floodplain elevation resulting from future development conditions does not inundate building structures in the area of interest (on both sides of I-35), nor does it affect the compliance of structures with District freeboard requirements



West of I-35, the modeled increases in the peak flood elevation for the 10-year and 100-year rainfalls are less than the expected model precision (+/- 0.1 feet), which means that there is effectively no change. For the 2-year rainfall event, the peak flood elevation is increased (0.23'), but is generally confined within wetland fringe areas identified from aerial mapping. One of the primary reasons peak water elevations will be minimally affected by upstream development is the flow restriction provided by the existing I-35W culvert (27-inch diameter). This culvert effectively meters out the runoff volume so as not to overwhelm the capacity of the 147th Ave. culvert. Short of utilizing other stormwater management options, the I-35W culvert provides an effective flow control and is critical in avoiding exacerbating existing drainage issues west of I-35.

East of I-35, the flood elevations increases are more substantial, but due to slope of the adjacent topography the change in the floodplain extents is limited (see **Figure 2** and **Table 1**). This floodplain area could be a suitable location for development of stormwater management features to serve properties draining to this location. Planning and coordinating the development of stormwater management facilities upstream may enable efficiencies and more cost-effective ways to incorporate mitigation in advance than as individual parcels are developed.

RECOMMENDATIONS

Since increased volume from future development in the area of interest will not result in inundation of existing structures or substantial changes in inundated areas, performance standards are not necessary in managing stormwater from future land use. Rather than establishing a performance standard, the District may want to consider approaching the City about considering stormwater master planning east of I-35, which could include coordination with the landowners in this area, options to minimize the required infrastructure, reduce the footprint needed to collectively manage stormwater in this location, and to facilitate future efficiencies in development approvals by streamlining compliance with the districts rules.




 Drainage Area
 Approximate Area of Future Development

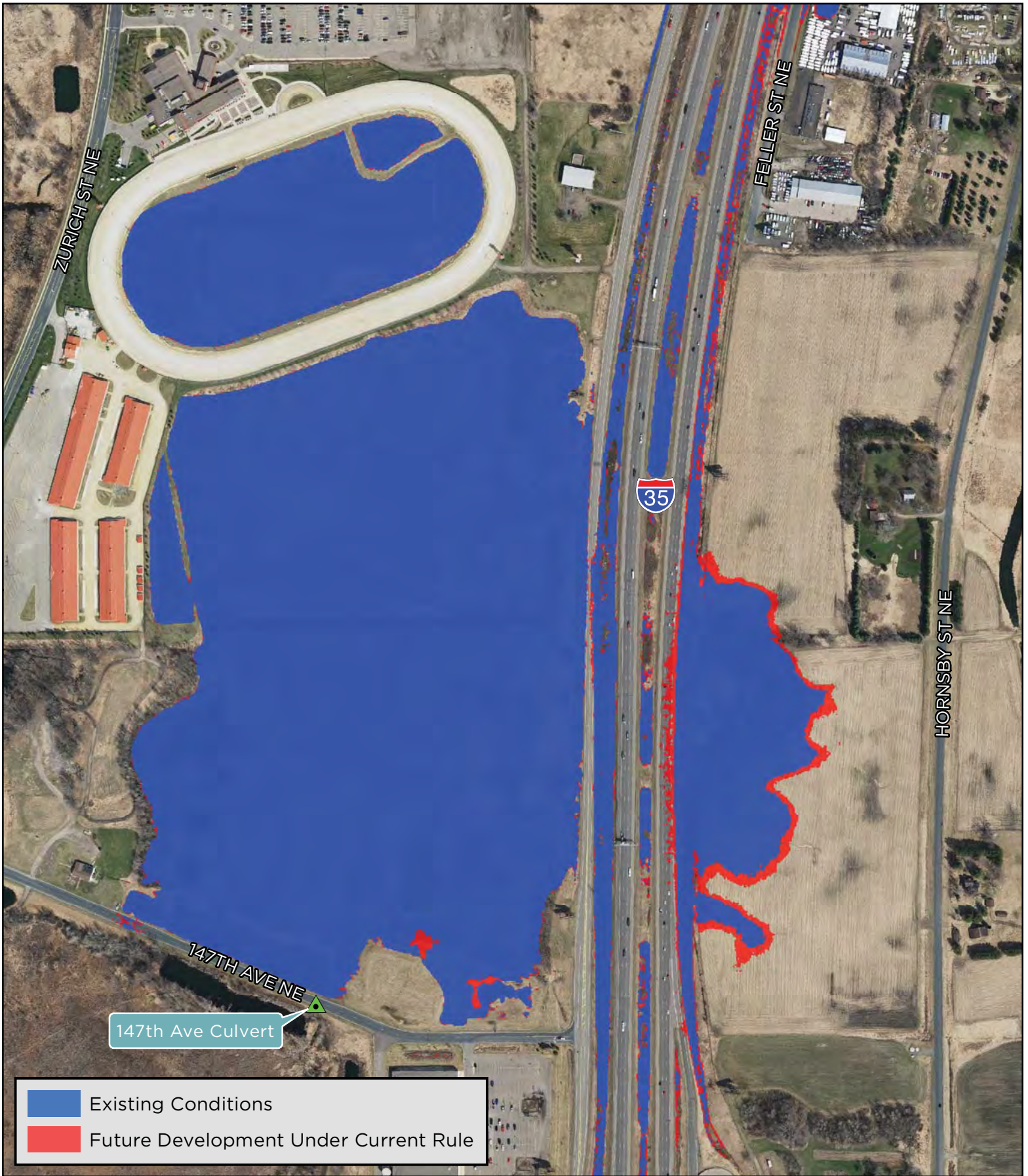
0 500 1,000 2,000 Feet



Figure 1: Area of Interest

Scale: AS SHOWN	Drawn by: BRG	Checked by:	Project No.: 5555-080-003	Date: 6/28/2017	Sheet:
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 Houston Engineering Inc.	Maple Grove
	P: 763.493.4522 F: 763.493.5572



0 250 500 1,000 Feet



Figure 2: 100 Year Inundation Extents

Scale: AS SHOWN	Drawn by: BRG	Checked by:	Project No.: 5555-080-003	Date: 6/28/2017	Sheet:
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	Maple Grove
	P: 763.493.4522 F: 763.493.5572

3:45 Follow-up Discussion on Purchase of
Mobitrac Equipment.

Memorandum

To: Board of Managers

Date: December 6th, 2017

From: Tom Schmidt, Public Drainage Inspector

Through: Phil Belfiori, Administrator

Subject: Purchase of amphibious mower/sprayer/excavator (Mobitrac)

Background

As discussed at previous workshops, staff is recommending the purchase of a Mobitrac machine. The Mobitrac is a small, amphibious machine designed for aquatic vegetation management through mowing and spraying that is also capable of light excavation using an excavating (backhoe type) attachment. Light excavation would include beaver dams, small sediment accumulations in channels, cattail mat, and small tree snags. (see photo below).



It is anticipated that the machine would be primarily used for the management of various elements of the public drainage system as well as District facilities such as Brown's Preserve, Walls/Taylor wetland bank, and other District owned properties. The machine's ability to traverse boggy areas as well as open water would allow staff to complete maintenance activities in a more effective and timely manner. After the last discussion about this equipment, several questions were asked which are addressed below. The Board also requested an in -the -field demonstration of the excavating function of the Mobitrac. After several requests and attempts, Staff was not been able to arrange this demonstration. Staff can provide videos showing this function of the Mobitrac and other similar machines.

Memorandum



The reason that staff is recommending purchase now is that 2017 money from the ditch maintenance fund would be available to be used for the 30% down payment required at the time of order.

Cost

This price quote is from 7/25/17 – We are currently waiting for confirmation of pricing

QUANTITY	DESCRIPTION	UNIT PRICE	TOTAL
1	Mobitrac, w/double-joystick and 29 hp Yanmar diesel (MB5070)	\$69,999.00	\$69,999.00
1	Excavating unit with stabilizing feet (MB 1700)	\$8,999.00	\$8,999.00
1	Collecting rake, 6-12' wide	\$1,999.00	\$1,999.00
1	T-Cutter, 6' wide w/dbl-acting bladed (MB-F 209)	\$5,499.00	\$5,499.00
1	13 G Bucket (MB-B50L) = \$799.00 & Digging rake (MB-W90) = \$699.00	\$1,498.00	\$1,498.00
1	Trailer, 16' tandem axle w/two ramps	\$4,999.00	\$4,999.00
	Subtotal		\$92,993.00
	Shipping		\$250.00
	Dealer prep, import taxes and fees, & destination charge		\$3,794.00
	Total		\$97,037.00 - \$110,000.00*
	30% Down Payment (2017)		\$29,111.00 - \$33,000.00*
	Balance due on Delivery (2018) (*this an anticipated range pending pricing confirmation)		\$67,926.00 - \$77,000.00*

The trailer is optional as we may be able to procure a trailer through the State of Minnesota Cooperative Purchasing program for less cost. Additionally, The T-Cutter and Collecting rake could be purchased in 2019 as the initial need would be for the Excavating unit.

Memorandum



Areas of use – Examples of areas where the machine would be used include:

1. Brown's Preserve - Excavation of center channel and around the water control structure;
2. Walls/Taylor Wetland Bank – Invasive vegetation spraying and structure maintenance;
3. WJD #2 – Maintenance excavation and spraying of main channel from weir to open water on Rice Lake and branches #1 and #2 post repair project;
4. Drainage systems – Other systems where the ditch passes through wetlands that will not support traditional excavation equipment;
5. District Facilities – Control of cattails at E2 wetland structure

Cost of Insurance – In consultation with RCWD insurance provider, the equipment would be covered under our current policy the same as the vehicles, boat and ATV. The current liability policy would also cover the District during use. Workman Comp insurance would increase for the employee using the machine but only for the anticipated time spent using the machine. If, for example, an employee used for 200 hours a year, only that 200 hours would have the increased rate. While the rate is higher for equipment operators vs. office employees, the overall cost would not be significant given the limited number of employees using the machine and the small number of hours operating it.

Independent contractors using the machine would be covered under their own insurance as would be required by any use agreement the RCWD arranges.

Life cycle costs – It should be anticipated that yearly maintenance costs will range from \$500 - \$1500 with potential annual repair costs (if needed) of \$1000 - \$3000. This cost will vary depending on circumstances.

Storage – Initial storage will be provided by Scandia Trucking and Excavating for both the Mobitrac and trailer. The machine itself will fit in a 10' x 20' storage unit. It may be possible to coordinate with a Municipality within RCWD for winter storage.

Memorandum



Use by other LGU's – There is the possibility of renting the Mobitrac to other LGU's (other Watershed Districts, The DNR, and /or Cities). It would be preferable to rent the unit to an independent contractor whom the LGU could hire. Any rental/use agreement would be written to limit the District's liability and to place the responsibility of use and for damage to property on the renter.

4:05 Update on Blaine Ditch Inspection
Memorandum of Agreement (MOA).

MEMORANDUM
Rice Creek Watershed District

To: Board of Managers **Date:** December 6, 2017
From: Phil Belfiori
Subject: Cooperative Agreement for inspection of City of Blaine Private Ditch Systems

Background / Discussion

In 2012, the City of Blaine (City) and the Rice Creek Watershed District (District) entered into a cooperative agreement for inspection of private ditch systems in the City of Blaine. The agreement was valid for five (5) years, and has since ended. The City would like to renew the cooperative agreement for an additional five (5) years.

Please find attached for Board consideration the updated Cooperative Agreement for Inspection of City of Blaine private ditch systems. The City has requested this cooperative approach because of the District's experience and expertise relating to ditch systems within the Rice Creek Watershed District. The City is requesting that the District provide certain inspection services for those ditches over which Blaine has authority.

The proposed Agreement provides for specific inspection locations (to be determined by the City) and scope of work including:

- The District will assess the drainage systems based on three (3) parameters on a low/medium/high scale as described in the attached field inspection report, but the District will not provide recommendations for maintenance or repair;
- The District will not be responsible for the on-going physical performance of these ditches, or for any repairs, changes or alterations to them;
- The City will provide the District the authority to enter properties where the subject ditches are located, in order for the District to perform its services as provided under the Agreement.

Staff anticipates that this inspection work (approximately three (3) miles of inspections per year) will be done with existing staff and is anticipated to be a budget neutral program. The District will be compensated at a rate of \$63.00/hour, not to exceed \$3,500.00 annually. If the City asks for additional inspections in a single year, such that the cost would exceed \$3,500.00, the City and the District will both agree to the additional cost prior to the completion of the additional inspections.

Staff is recommending that the Board of Managers approve the attached Cooperative Agreement for inspection of City of Blaine private ditch systems and authorize the Board president to execute the agreement, with any final non-material changes and/or on advice of counsel.

Proposed motion: Manager _____ moves to approve the attached Cooperative Agreement for inspection of City of Blaine private ditch systems and authorize the Board president to execute the agreement, with any final non-material changes and/or on advice of counsel.

Attached:

- Proposed Cooperative Agreement for inspection of City of Blaine Private Ditch systems
- Field inspection form

COOPERATIVE AGREEMENT FOR INSPECTION OF BLAINE DITCH SYSTEMS

This amended Agreement, entered into on _____, 2017 by the Rice Creek Watershed District, a metropolitan watershed district and political subdivision of the State of Minnesota (District), and the City of Blaine, a municipal corporation under the laws of the State of Minnesota (Blaine).

RECITALS

- A. This Agreement amends the original agreement between the District and Blaine dated July 19, 2012 (2012 Agreement).
- B. The original recitals of the 2012 Agreement remain valid and are incorporated herein.
- C. Blaine has the control and responsibility over certain open-channel ditch conveyance systems which are located within the City of Blaine and the Rice Creek Watershed District, as more particularly described and depicted in the attached Exhibit A.
- D. Because of the District's experience and expertise in the inspection and operation of its public ditch systems within the watershed district, Blaine desires to utilize the District's expertise in this area and contract with the District to provide certain inspection services for those ditches over which Blaine has authority.

Therefore, in consideration of the mutual promises set forth below and other good and valuable consideration, the District and City agree as follows:

1. The recitals herein are incorporated into and made part of this Agreement.
2. Ditch Inspections. The District will provide inspection services for those ditches over which Blaine has authority, as described in the attached Exhibit A. The District and City will annually review the ditches as defined in exhibit A and the city will make updates to the map to reflect changes in status or location. The District will provide inspection services for those ditches as more particularly described in the Scope of Services and Inspection Schedule attached as Exhibit B. The District will provide Blaine an inspection report describing the condition of the inspected ditches, in accordance with the template set forth in the attached Exhibit C. The District will not be responsible for the on- going physical performance of these ditches, or for any repairs, changes or alterations to them. Blaine assumes the full and sole responsibility for the maintenance, repair, improvement and management of the subject ditches.
3. Compensation and Method of Payment. Blaine agrees to pay the District for services rendered in accordance with the fee rate schedule identified in Exhibit D. The District will submit to Blaine an invoice for services rendered, consisting of a statement of

work performed; associated charges for the billing period covered and respective dates of performance during the invoice period. The District will submit the invoice to the following:

City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449-8101
Attention: Stormwater Manager
Phone: (763) 785-6188

Blaine will pay the District invoices within thirty days of receipt. The District's fee rate schedule may be adjusted annually upon written consent of both parties. The District, as part of its annual budget process, will review and revise if necessary the fee rate amount to be charged for its services under this Agreement for the following year. The District will provide the City its proposed fee rate revision at least two weeks before the City is required to adopt its proposed budget for the following year.

4. Access. Ingress and Egress. Blaine agrees to provide the District, its staff, employees, contractors, access to, ingress and egress to the subject ditches, and the authority to enter the area where the subject ditches in order for the District to perform its services as provided under this Agreement.
5. Indemnification. Blaine will indemnify, defend and hold harmless the District, its employees, agents from any and all present and future claims, causes of action, damages, costs, arising out of the condition, physical performance, operation, construction, improvement, repair, maintenance, management of the subject ditches under this Agreement.
6. Term. Modification. This Agreement shall run for a term of five (5) years commencing on January 1, 2018. The term may be extended upon agreement of the parties prior to the expiration of this Agreement. Either party may terminate this Agreement with or without cause upon thirty (30) days' prior written notice to the other. This Agreement may be amended only upon written agreement of both parties.
7. Government Data. The parties agree that all data either party creates, receives, stores, uses, maintains or disseminates in performing under the terms of this Agreement is subject to the requirements of Minnesota Statutes Chapter 13 (the Minnesota Government Data Practices Act), and the parties will comply with the provisions of Minnesota Statutes Chapter 13.
8. Notices. Any notice provided under this Agreement will be sent by certified mail, or by personal service at the following addresses:

Rice Creek Watershed District
4325 Pheasant Ridge Drive, #611
Blaine, MN 55449-4539
Attn: Mr. Phil Belfiori, Administrator

City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449-8101
Attn: Stormwater Manager

9. Controlling Law. Successors and Assigns. This Agreement shall be governed by and interpreted in accordance with the laws of the State of Minnesota. This Agreement shall be binding on the heirs, successors and assigns of the parties, but may not be assigned by either party without first obtaining the written consent of the other.
10. This Agreement may be executed in counterparts.

<SIGNATURE PAGES TO FOLLOW>

Signature page(s) to **COOPERATIVE AGREEMENT FOR INSPECTION OF BLAINE DITCH SYSTEMS**

Rice Creek Watershed District

City of Blaine

President, Board of Managers of
Rice Creek Watershed District

Mayor, City of Blaine

Date

Date

District Administrator
Rice Creek Watershed District

City Manager

Date

Date

Exhibit A

Map of Open Channel Ditches over which the City of Blaine has control and responsibility

Exhibit B

Scope of Services and Inspection Schedule

Inspections are of two types: The District will conduct system inspections according to the schedule below. Spot inspections may be conducted upon request by the City of Blaine. Upon request by the City of Blaine, spot inspections will be conducted within 72 hours of notification to the District.

1. Spot inspection: Observations made about the condition of the ditch while at a specific location on the ditch provided by the City of Blaine.
2. System inspection: Systematic inspection of an entire ditch system from the mouth to the headwaters (as is feasible). Inspection Standards:
 - Stabilization of spoil banks
 - Presence of obstructions
 - Data to be recorded between crossings or obvious landmarks, which includes:
 - Channel width
 - Water depth
 - Water width
 - Bed material
 - Degree of channel irregularity
 - Effect of obstructions
 - Amount of vegetation
 - Degree of channel meandering

System Inspection Schedule

Ditch	2018	2019	2020	2021	2022
-------	------	------	------	------	------

Total

Exhibit C

Inspection Report Template and Cover Letter



**RICE CREEK WATERSHED DISTRICT
PRIVATE DITCH INSPECTION DATASHEET**

NEVER USE RED INK!

Ditch ID	Ditch Location- Between what roads?	Date	Time	Personnel

SYSTEM INSPECTION: (Check if present)

<input type="checkbox"/> Stabilization of spoil banks	<input type="checkbox"/> Outlet structure(s)
---	--

FIELD PARAMETERS:

Channel Width: _____ (m / ft)		Water Depth(m): _____ (m / ft)	
Bed Material: _____			
	Low	Medium	High
Effect of Obstructions	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Amount of Vegetation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Degree of Channel Meandering	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

FIELD NOTES:

Location	Description	Photo? (Y or N)

Weather:



Date

Stormwater Manager
City of Blaine
10801 Town Square Drive NE
Blaine, MN 55449

RE: Blaine Private Ditch Inspection Results

Dear Stormwater Manager,

In accordance with the Cooperative Agreement between The Rice Creek Watershed District (District) and the City of Blaine (Blaine) regarding inspection services, the District provides the results of inspections on the enclosed CD. As stated in the Agreement, Blaine is responsible for determining any repair or maintenance that may be necessary based on the results of these data.

As a reminder, State or District permits may be required prior to the start of any repair or maintenance projects. You may need to contact an engineer or other qualified person to prepare site plans or other documents for these permits.

If you have any questions, please feel free to contact me at 763-398-3082 or aricci@ricecreek.org.

Sincerely,

Ashlee Ricci
RCWD Technical Assistant

Exhibit D

Fee Rate Schedule

<u>Program Staff</u>	<u>Field Hourly Rate (\$/hr)</u>	<u>Hours per Ditch Mile</u>	<u>Cost per Ditch Mile</u>
Operation and Maintenance	\$63.00	11.3	\$711.90
<u>Potential Budgeting Costs</u>			
Miles of Ditch	To be determined		
Yearly Cost	Not to exceed \$3,500		
Total Cycle Cost	Not to exceed \$17,500		

4:30 Update on Browns Preserve Wetland Bank
Credit Table.

Summary of Current and Future (Estimated) Browns Preserve Credit Deposits and Withdrawals.

Action	Date	Credits	Debits	Rolling credit in bank	Notes
Deposit	03/14/2013	10.4000		10.4000	15% Deposit
Withdrawal	10/31/2013		-0.7500	9.6500	10/22/32 Repair Mitigation
Deposit	11/05/2014	10.2900		19.9400	2013 Deposit
Withdrawal	10/06/2014		-0.2800	19.6600	ACD 53/62 Branch 1
Withdrawal	09/06/2016		-1.9400	17.7200	Hansen Park Mitigation
Deposit	9/12/2016	2.2181		19.9381	2014 Deposit
Deposit	10/03/2016	12.6477		32.5858	2015 Deposit
Withdrawal	09/06/2016		-0.7388	31.8470	ACD 46 Mitigation
Withdrawal	12/31/2017		-14.6400	17.2070	Mitigation for JD-4 Reroute (Browns Preserve) (pending)
Deposit	12/31/2017	15.1332		32.3402	2016 Deposit (pending)
Deposit	2018	8.9071*		41.2473	2017 Deposit (preliminary, to be approved by agencies)
Withdrawal	2019		-1.8400*	39.4073	JD 2 Branch 1 and 2 Mitigation Estimate
Withdrawal	2020		-15.3000*	24.1073	JD3 MT and Branch 3 Mitigation Estimate
Withdrawal	2021		-17.6000*	6.5073	ACD 53/62 Branch 5 Mitigation Estimate
Withdrawal	2022		0.0000*	6.5073	RCD 4 Repair Mitigation Estimate
Withdrawal	Estimated		-3.0000*	3.5073	City of Columbus
	Total Deposit	59.5961			
	Total Withdrawal		-56.0888		
	Net Credits**	3.5073			

*Future deposits and withdrawals (bottom 6 lines in the table) are conceptual estimates for discussion purpose only. Totals will be adjusted during the project development process.

**Net credits remaining after estimated mitigation obligations per 5-year drainage CIP. 5-year drainage CIP can/will change annually based on Board workshop discussion.