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# RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, September 12, 2018, 9:00 a.m.

Shoreview City Hall Council Chambers  
4600 North Victoria Street, Shoreview, Minnesota

## Agenda

**CALL TO ORDER**

**ROLL CALL**

**SETTING OF THE AGENDA**

**APPROVAL OF AUGUST 21, 2018 WORKSHOP MINUTES AND AUGUST 22, 2018  
REGULAR MEETING MINUTES.**

**CONSENT AGENDA**

The following items will be acted upon without discussion in accordance with the staff recommendation and associated documentation unless a Manager or another interested person requests opportunity for discussion:

**Table of Contents**

**Permit Applications Requiring Board Action**

No.	Applicant	Location	Plan Type	Recommendation
18-085	JP Ecommerce Inc., Dale Furrer	Columbus	Final Site Drainage Plan	CAPROC 7 items

*It was moved by Manager \_\_\_\_\_ and seconded by Manager \_\_\_\_\_, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer’s Findings and Recommendations, dated September 5, 2018.*

**OPEN MIKE**

*Any RCWD resident may address the Board in his or her individual capacity, for up to three minutes, on any matter not on the agenda. Speakers are requested to come to the podium, state their name and address for the record. Additional comments may be solicited and accepted in writing. Generally, the Board of Managers will not take official action on items discussed at this time, but may refer the matter to staff for a future report or direct that the matter be scheduled on an upcoming agenda.*

### **ITEMS REQUIRING BOARD ACTION**

1. Consider 2019 Preliminary Budget & Levy Certification- There will be a public meeting on the District's budget and levy adopted today on December 12, 2018 in conformance with MN Stat 275.065. (Phil Belfiori)
2. Consider Bald Eagle Lake Water Management District - Certification of charges to counties -Decision/Resolution (Phil Belfiori)
3. Consider Proposal for conducting Salary Survey. (Phil Belfiori)
4. Consider Partial Payment #5 in the amount of \$542.28 to North Pine Aggregate, Inc. for work completed under this pay request related to the Anoka County Ditch 53-62 Branch 2 Repair Project. (Phil Belfiori)
5. Consideration of scheduling a Compliance Hearing (pending 9/10/2018 workshop discussion) for Permit 17-105. (Phil Belfiori)
6. Consider Check Register dated September 12, 2018, in the amount of \$49,149.98 prepared by Redpath and Company.

### **ITEMS FOR DISCUSSION AND INFORMATION**

1. District Engineer Update and Timeline.
2. Manager's Update.

**APPROVAL OF AUGUST 21, 2018 WORKSHOP  
MINUTES AND AUGUST 22, 2018 REGULAR  
MEETING MINUTES.**

# Draft

## RCWD BOARD OF MANAGERS WORKSHOP AND STRATEGIC DIRECTION PROCESS #7 WORKSHOP

Tuesday, August 21, 2018, 1:00 p.m.

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

- 1
- 2 The Board convened the workshop at 1:00 p.m.
- 3 Board Members in Attendance: Patricia Preiner, John Waller, Steve Wagamon, Barbara Haake  
4 and Mike Bradley.
- 5 Board Members Absent: None
- 6 Others: Administrator Phil Belfiori; Water Resource Specialist Kyle Axtell; Rachel Olm, Houston  
7 Engineering; Chris Otterness, Houston Engineering.
- 8 Administrator Belfiori reminded the Board of the new workshop item: "Discussion/Update on  
9 Washington Judicial Ditch 2 Branch 1 and 2 Repair and Anoka County Ditch 53-62 Branch 1 Lateral  
10 1 Maintenance" added to the agenda on Friday, August 17. He also requested a Hansen Park  
11 Project Update from Water Resource Specialist Axtell.
- 12 **Hansen Park Project Update.**
- 13 Water Resource Specialist Axtell informed the Board that he was recently contacted by a  
14 reporter from the New Brighton Bulletin regarding the project and the claims of some unhappy  
15 residents who live near the park. He gave facts regarding the project's history and timeline.  
16 Water Resource Specialist Axtell informed the Board that the majority of the project should be  
17 completed by Labor Day week. The only item with an unknown schedule is paving the trail.
- 18 **Discussion/Update on Washington Judicial Ditch 2 Branch 1 and 2 Repair and Anoka County  
19 Ditch 53-62 Branch 1 Lateral 1 Maintenance.**
- 20 Administrator Belfiori informed the Board that this is an update from the Board's direction  
21 given at the 8/6/18 workshop. Staff met with the cities of Hugo and Blaine to discuss District's  
22 position regarding the need for a DNR PWW permit. The Cities were supportive of the District's  
23 position but the Hugo City Administrator Bryan Bear suggested they first meet with DNR staff to  
24 discuss the situation. The District and the Cities agreed, so the District drafted a letter to the  
25 DNR contacts. Administrator Belfiori handed a copy of the letter to the Board for their review.  
26 Administrator Belfiori requested the Board review the letter and inform him of any  
27 changes/comments. The Board by consensus agreed transmitting the letter to DNR after  
28 updating the letter with Manager Bradley's minor edits.
- 29 **Review results from previous Strategic Direction Process workshops.**
- 30 Water Resource Specialist Axtell presented a summary of information from the previous two  
31 workshops related to the District's recent history of non-grant expenses, the Board's desired

32 breakdown of program vs. project expenses, and a 2020-2029 revenue/expense projection  
33 based on information the WMP team has gleaned from the Board over the last six months. The  
34 team and Board discussed gaps in revenue compared to projected expenses and provided input  
35 on how those gaps might be addressed.

36 **Overview of available watershed district financing tools.**

37 Administrator Belfiori led a discussion covering the possible funding options available to the  
38 District that are found in Statute, including ad valorem tax levy, water management district  
39 charges and benefitted lands assessment. He also discussed external sources of revenue  
40 including various District partnerships with cities, counties and others, loan opportunities, grant  
41 programs and legislative bonding. Later in the meeting (due to a misplaced presentation slide),  
42 the team explained to the Board that the idea of creating subwatershed-based ad valorem tax  
43 districts is not authorized by statute. Project-specific tax districts (essentially a Water  
44 Management District) can be done if structured properly for a specific capital improvement  
45 project.

46 **Funding scenarios for future large Capital Improvement Projects.**

47 District Engineer Otterness lead the Board through a hypothetical large CIP scenario, whereby  
48 the District attempted to implement a \$20 million-dollar capital project with both local and  
49 regional benefits using various funding and financing mechanisms. After the discussion, the  
50 Board was asked if any of the discussed revenue generation and financing tools should be  
51 considered “off the table” while staff develops the next WMP draft. The Board generally  
52 agreed that it would be unwise to artificially limit the District by eliminating any of the options.  
53 Manager Waller noted that a Benefitted Lands Assessment would likely be infeasible given the  
54 makeup of the District.

55 **Revisit remaining “Parking Lot” Discussions.**

56 The WMP team indicated that it felt all “parking lot” items had been adequately discussed at  
57 this point. The Board was asked if any additional topics needed further discussion. Nothing  
58 was identified by the Board.

59 **Next Steps**

60 Administrator Belfiori proposed that future WMP workshops should continue to be held, as  
61 necessary, on the Monday before the second regular Board meeting of the month through the  
62 end of the WMP process. Water Resource Specialist Axtell noted that scheduling a standing  
63 monthly meeting was a good idea and that if a workshop was not required, it could be  
64 cancelled. If there was only a small amount of material to cover, it could be moved to  
65 Wednesday, right after the regular Board meeting, to save time. Upon further discussion the  
66 Board reached consensus that the next WMP workshop will be on Monday, September 24 at  
67 1:00pm at the RCWD Office.

68 The workshop was adjourned at 3:10 p.m.

# DRAFT

For Consideration of Approval at the September 12, 2018 Board Meeting.  
Use these minutes only for reference until that time.

## REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, August 22, 2018

Shoreview City Hall Council Chambers  
4600 North Victoria Street, Shoreview, Minnesota

### Minutes

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#### **CALL TO ORDER**

President Patricia Preiner called the meeting to order, a quorum being present, at 9:00 a.m.

#### **ROLL CALL**

Present: President Patricia Preiner, 1<sup>st</sup> Vice-Pres. Barbara Haake, 2<sup>nd</sup> Vice-Pres. John Waller, Secretary Michael Bradley, and Treasurer Steven Wagamon.

Absent: None

Staff Present: Administrator Phil Belfiori, Technician Samantha Berger, Technician Lauren Sampedro, Summer Intern Marcus Green, Technician Catherine Nester, Office Manager Theresa Stasica.

Consultants: District Engineers Chris Otterness and Greg Bowles from Houston Engineering, Inc. (HEI); and District Attorney Louis Smith from Smith Partners

Visitors: None

#### **SETTING OF THE AGENDA**

Administrator Belfiori informed the Board he had a few announcements for under staff reports.

***Motion by Manager Haake, seconded by Manager Bradley to approve the agenda as presented.  
Motion carried 5-0.***

#### **READING OF THE MINUTES AND THEIR APPROVAL**

***Minutes of the July 31, 2018 Workshop. Motion by Manager Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 5-0.***

***Minutes of the August 6, 2018 Workshop. Motion by Manager Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 5-0.***

35 **Minutes of the August 8, 2018 Board of Managers Meeting. Motion by Manager Wagamon, seconded**  
36 **by Manager Waller to approve the minutes as presented. Motion carried 5-0.**

37

38 **CONSENT AGENDA**

39 The following items will be acted upon without discussion in accordance with the staff recommendation and  
40 associated documentation unless a Manager or another interested person requests opportunity for discussion:

41 **Table of Contents**

42 **Permit Applications Requiring Board Action**

No.	Applicant	Location	Plan Type	Recommendation
44	17-096 Minnesota Commercial Railway Co.	New Brighton	Bridge/Culvert Crossing Public/Private Drainage System	CAPROC 4 items

47 18-075 Secure Mini Storage, LP Spring Lake Park Final Site Drainage Plan CAPROC 6 items

48

49 *It was moved by Manager Haake, seconded by Manager Wagamon to approve the consent agenda for*  
50 *permits 17-096, and 18-075 as outlined in the above Table of Contents in accordance with RCWD District*  
51 *Engineer’s Findings and Recommendations dated August 15, 2018. Motion carried 5-0.*

52

53 **PUBLIC HEARING: PROPOSED 2019 BUDGET & LEVY, THE BALD EAGLE LAKE WATER**  
54 **MANAGEMENT DISTRICT (WMD), ACD 31 WMD, ACD 46 WMD, AND ACD 53-62**  
55 **WMD.**

56 President Preiner recessed the regular Board meeting and called to order the public hearing. She stated  
57 the purpose of the hearing to hear comments and take testimony from parties having an interest in the  
58 proposed 2019 budget and levy. The levy will include a property tax levy on all properties located within  
59 the watershed district. It will also include additional special levies on four water management districts:  
60 the Bald Eagle Lake Water Management District, the Anoka County Ditch 31 Water Management District,  
61 Anoka County Ditch 46 Water Management District, and the Anoka County Ditch 53-62 Water  
62 Management District.

63

64 President Preiner asked Administrator Belfiori to provide a summary of the 2019 budget and levy  
65 impact as well as the water management districts.

66

67 Administrator Belfiori reported the 2019 budget carries the base District functions and expedites project  
68 implementation. He presented the following proposed budget highlights on the 2019 budget:

69

- Continued Implementation of southwest urban lakes flood control /water quality projects including continued implementation of the St. Anthony/New Brighton/Roseville Basic Water Management Project;

72

- 73 • Implement engineering and the proposed first year of implementation of the AW JD 3 Main Truck
- 74 and Branch 3 repair project.
- 75 • Project Implementation of the WJD 2 Branch 1 and 2 Repair.
- 76 • Development of the District's 10 – year Watershed Management Plan.
- 77 • Implement engineering for development of the repair report for ACD 53-62 MT.
- 78 • Implementation of the District-wide Carp Management Program.
- 79 • Implementation of maintenance funding for the Hansen Park Project
- 80 • Continued implementation of Operation and Maintenance of the Public Drainage Systems within
- 81 the District;
- 82 • Continued implementation of Public Drainage system historical review and repair reports;
- 83 • TMDL Implementation Program including:
  - 84 ○ Bald Eagle Lake Management (Watershed Management District) Implementation and local
  - 85 funding for project implementation grants;
  - 86 ○ Implementation of the Anoka Chain of Lakes TMDL projects;
  - 87 ○ Continued targeted Water Quality /TMDL implementation projects;
- 88 • Lake and Stream Monitoring;
- 89 • District Water Quality BMP Cost-share Program;
- 90 • District Stormwater Remediation Cost-share program;
- 91 • District Communication, Education & Outreach Program;
- 92 • Implementation of District Facilities Operation and Maintenance Program;
- 93 • Continued Implementation of Clear Lake Water Quality project;
- 94 • Water Quantity & Quality Permit program including implementation of the RCWD Rules, permitted
- 95 site inspections and continued coordination with Cities and landowners;
- 96 • Administration of the Wetland Conservation Act.

97  
98 Administrator Belfiori reported new programs/projects proposed for 2019 include:

- 99 • Implementation of the BWSR Watershed Based funding pilot project.
- 100 • Implementation of feasibility studies or initial project design work for implementation of the
- 101 Lower Rice Creek streambank restoration project.
- 102 • Implementation of boundary update work throughout the RCWD.
- 103 • Implementation of initial development of an updated RCWD Website.
- 104 • Implementation of FEMA modeling program in partnership with the MNDNR.
- 105 • Implement engineering for development of the ACD 53-62 Main trunk Repair Report.
- 106 • Implementation of the regional stormwater master planning with city partners.

107  
108 Administrator Belfiori reported the total proposed expenditures for 2019 is \$7,345,030, as compared to  
109 2018, which was \$7,555,051. The total revenue for 2019 is projected at \$5,734,585 of which \$4,710,392 is  
110 from the watershed-wide general property tax levy (7.5% increase in property tax levy from 2018) and the  
111 remainder being from water management districts, fees, grants, and investment income. The property

112 tax impact on a \$200,000 home in the RCWD will likely be less than the 2017 tax impact amount of  
113 approximately \$39 dollars per year.

114  
115 Administrator Belfiori reported the Anoka County Ditch 53-62 Branch 2 Repair Project will be \$477,000  
116 with a proposed water management collection charge in 2019 of \$48,784. The Bald Eagle Lake Watershed  
117 Management District proposed budget is \$65,000 with the same amount of revenue collection in 2019.  
118 The Anoka County Ditch 31/46 Repair Project Watershed Management District total project budget is  
119 \$659,000 with a proposed collection of charges in 2019 of \$36,277 for ACD 31 and \$49,627 for ACD 46.

120 President Preiner opened the microphone to anyone wishing to make comments on the budget and levy  
121 and please state your name and address for the record. There were no comments so President Preiner  
122 closed the public hearing and reconvened the regular Board meeting.

123  
124 **OPEN MIKE – LIMIT 12 MINUTES.** *Any RCWD resident may address the Board in his or her individual*  
125 *capacity, for up to three minutes, on any matter not on the agenda. Speakers are requested to come to*  
126 *the podium, state their name and address for the record. Additional comments may be solicited and*  
127 *accepted in writing. Generally, the Board of Managers will not take official action on items discussed at*  
128 *this time, but may refer the matter to staff for a future report or direct that the matter be scheduled on an*  
129 *upcoming agenda.*

130  
131 None.

132  
133 **ADDITIONAL ITEMS REQUIRING BOARD ACTION**

134 **1. Consider City of Blaine Local Water Management Plan.**  
135 Technician Lauren Sampedro explained that the City of Blaine submitted a final revised Local Water  
136 Management Plan on August 13, 2018 that is consistent with the District’s watershed management  
137 plan and State requirements. She noted Blaine had identified water quality impairments and  
138 localized flooding. The City of Blaine is included in the Lino Lakes Chain of Lakes TMDL, Golden  
139 Lake TMDL and the Upper Mississippi River Bacteria TMDL. She noted that there are areas of  
140 localized flooding at East Pond and ARJD 1. To address some of these issues, Blaine will maintain  
141 the Centennial Green Park iron enhanced sand filter and encourage curb cut rain gardens. She noted  
142 that the curb cut rain gardens could potentially be done in partnership with the District through the  
143 water quality grant program. To address the localized flooding at East Pond and ARJD 1, the City of  
144 Blaine would like to continue to work with the District on maintaining and inspecting the ARJD 1  
145 system, as well as work with the District on inspection, maintenance, monitoring and repair of the  
146 public drainage system. She noted that the District had recently worked with the City of Blaine to  
147 repair ACD 53-62 branches 1 and 2. Staff recommends approval.

148  
149 Manager Bradley’s asked about item #12 on the local surface water management implementation  
150 plan regarding ditch inspections that reads “inspections are implemented through contracts with  
151 the watershed districts”. He asked if this was with regard to stormwater ditches or the Districts  
152 ditches.

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Technician Sampedro stated that this item refers to private ditches within the City of Blaine. She stated that there is an existing agreement that she believes was renewed this year in order to handle those for the City.

Administrator Belfiori explained that this is a unique partnership with the City of Blaine. As part of their MS4 obligations, they are required to inspect their private conveyance systems. The District is so active in ARJD 1 and ACD 53-62 and these are direct laterals to those private systems, so the City of Blaine approached the District for a partnership approach where they would pay our time in full to conduct those inspections since the District has the expertise and is already in the area inspecting the public drainage system.

***Motion by Manager Haake, seconded by Manager Wagamon, to adopt Resolution 2018-23: Approving City of Blaine Local Water Management Plan.***

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Blaine local water management plan, as submitted on August 13, 2018.

**ROLL CALL:**

***Manager Waller – Aye***

***Manager Haake – Aye***

***Manager Bradley – Aye***

***Manager Wagamon – Aye***

***President Preiner – Aye***

***Motion carried 5-0.***

**2. Consider City of Centerville Local Water Management Plan.**

Technician Lauren Sampedro explained that the City of Centerville submitted a final revised Local Water Management Plan on August 14, 2018 that is consistent with the District’s watershed management plan and State requirements. The City of Centerville identified issues such as erosion, flooding and water quality impairments. She noted that Centerville has identified existing private drainage issues and flooding on JD 3 and also water quality issues at Centerville Lake, Peltier Lake, Clearwater Creek and erosion at Centerville Lake, JD 3 and Clearwater Creek. To address these issues, the City of Centerville is planning a series of drainage improvements and to expand the LaMotte Pond Stormwater Reuse System, as well as install a stormwater reuse system at Hidden Spring Park. She noted that both the LaMotte Pond and the Hidden Spring Park systems may be a partnership opportunity with the District through the Urban Stormwater Remediation Cost-Share Program. The City of Centerville would like to continue to work with the District on addressing erosion. The District and the City recently partnered on the City’s Trail Side Park stabilization project to reduce Centerville Lake erosion. Staff recommends approval.

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Manager Waller stated that both Centerville Lake and Peltier Lake have easements around the edges many with the St. Paul Water Authority. He asked if that was taken into consideration with regard to erosion control and water quality issues.

Administrator Belfiori stated that the District has been in communication with them on a few different levels relating to these lake systems. He noted that two or three representatives from the St. Paul Water Utility came for the first time to our recent Technical Advisory City/County Partner Meeting. They are currently doing a feasibility study on the historic outlet system of Centerville Lake. He stated that the District has not talked to them specifically about this application, but is certainly engaged on a number of levels.

***Motion by Manager Haake, seconded by Manager Bradley, to adopt Resolution 2018-24: Approving City of Centerville Local Water Management Plan.***

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Centerville local water management plan, as submitted on August 14, 2018.

**ROLL CALL:**

***Manager Waller – Aye***

***Manager Haake – Aye***

***Manager Bradley – Aye***

***Manager Wagamon – Aye***

***President Preiner – Aye***

***Motion carried 5-0.***

Manager Haake asked how many local water management plans have been completed and how many are left.

Technician Sampedro stated that nine have been completed, with 19 left to complete.

**3. Consider RCWD Water Quality Grant Program Application R18-09 Nikituk Shoreline Stabilization.**

Technician Samantha Berger explained that this was a cost-share application for a shoreline stabilization project off of Lake Josephine. She noted that the District now has a database where it can track where the grants have been implemented and showed an aerial photo that indicated those areas. She expressed her thanks to the intern, Marcus, for entering all of this information retroactively into the system. There have been six different projects on Lake Josephine since 2012 and this project is looking to remove cinder blocks and debris, add rip rap, and a buffer. She explained some of the water quality benefits of this project would be .22 lbs. of TP, 56 lbs. of TSS

234 and 6,5234 cubic feet of volume. She noted that this was not included at the CAC meeting due to  
235 timing

236  
237 Manager Bradley stated that he noticed there is an herbivore fence included and asked why the  
238 District would pay for half of that.

239  
240 Technician Berger explained that the herbivore fence is really just a netted orange fence to protect  
241 the buffer so the geese aren't walking up the shoreline and eating the plants that the District has  
242 helped pay for.

243  
244 Manager Bradley stated that he expects the geese will either fly over it or simply walk around the  
245 fence.

246  
247 ***Motion by Manager Bradley, seconded by Manager Haake, to approve RCWD Water Quality Grant***  
248 ***Program Contract R18-09 for the Nikituk Shoreline Stabilization, up to \$6,950 and not to exceed***  
249 ***50% of eligible project expenses, in accordance with established program guidelines.***

250  
251 Manager Waller stated that he likes the diagram with the database history on it. He stated that  
252 the District has been giving out grant money since about 2008 and asked if staff went that far back  
253 in their data entry.

254  
255 Technician Berger stated that they did enter everything dating back to 2008. She stated that there  
256 may have been a few projects from around 2004 to 2006 that were done but weren't part of this  
257 formal grant program.

258  
259 President Preiner asked if this software will allow an end of the year report to be created that  
260 showed all the projects that have been completed and all other relevant data.

261  
262 Technician Berger stated that it will be able to create the year end report and also can show when  
263 maintenance agreements expire. She stated that it allows for quite a bit of flexibility in looking at  
264 and monitoring this information and fits nicely with the Permit Viewer Database that was developed  
265 by Houston Engineering.

266  
267 President Preiner asked if this meant that anybody could go in and take a look, for example, if  
268 someone who lived on Lake Josephine would be able to go in and see what where other projects on  
269 the lake were located.

270  
271 Technician Berger explained that one thing they are considering doing is making the information  
272 public through the Public Viewer, but she doesn't think the project files are available on there right  
273 now.

274

275 Manager Waller reiterated that he really likes this information because it gives a clear idea of what  
276 has been done in the past and how it is coming along because sometimes it is hard to remember  
277 what was done ten years ago.

278  
279 ***Motion carried 5-0.***

280  
281 **4. Consider BWSR Clean Water Fund (CWF) grant intergovernmental agreement for Rice Creek**  
282 **Commons Green Infrastructure.**

283 Administrator Belfiori stated that this is the first of five upcoming Clean Water Legacy grant  
284 applications. He noted that the proposed grant funds would be used towards projects such as tree  
285 trenches and other water quality improvement projects. The District would contribute half of the  
286 local match dollars in an amount not to exceed \$50,000. He noted that this had already been  
287 included in the preliminary 2019 budget and staff is recommending approval.

288  
289 ***Motion by Manager Haake, seconded by Manager Wagamon, to approve the attached***  
290 ***intergovernmental agreement with any nonmaterial changes and upon advice of Counsel.***  
291 ***Motion carried 5-0.***

292  
293 **5. Consider BWSR CWF grant intergovernmental agreement for Forest Lake Area Schools Reuse**  
294 **project.**

295 Administrator Belfiori stated that this is for consideration of an interagency agreement for Forest  
296 Lake Area Middle School Stormwater Reuse Project Clean Water Legacy grant application. He stated  
297 that a few years ago there was a similar project done at the Forest Lake High School that has been  
298 very successful. He noted that there is also an education and curriculum component that they  
299 would like to continue. The District would contribute 33% of the local match dollars or \$50,000,  
300 whichever is less.

301  
302 Manager Haake noted that on the other four intergovernmental agency agreements, it states the  
303 estimated cost is a specific amount and this agreement doesn't have that specific information.

304  
305 Administrator Belfiori explained that that they are still working on the application and noted that  
306 the District's obligation is capped at \$50,000.

307  
308 Manager Waller noted that he had the opportunity to hear the new Superintendent of the Forest  
309 Lake School Districts speak, who was the former principal of the high school. In his presentation,  
310 he mentioned that the program had received National recognition and an award from the  
311 agricultural community.

312  
313 Manager Bradley asked about the efforts by Forest Lake to comply with the Minnesota Department  
314 of Health requirements for its reuse programs.

315

316 Administrator Belfiori explained that this is one of the sites that has been part of the conversation.  
317 He noted a recent MAWD presentation by the University of Minnesota and the Department of  
318 Health that they are looking for sites to further analyze the potential of pathogens and human  
319 sewage type species in stormwater. He stated that they have reached out to them to see if they  
320 would like to utilize the high school site especially since they already have a great curriculum with  
321 student researchers and the teachers at the high school. He stated that this should augment the  
322 application to help set it apart.

323  
324 Manager Waller stated that the Minnesota Department of Health made it very clear at that meeting  
325 that there are no current restrictions or requirements on the programs as they are. He stated that  
326 if the grant was accepted it gives the opportunity to study and create those regulatory rules that are  
327 necessary. He stated that one of the other reasons that the MN Department of Health is interested  
328 in this is because the news has been talking about the swimming pool in Minneapolis that has the  
329 cleaning system that is supposed to be more natural and the pool doesn't seem to be open on  
330 enough days. He stated that he thinks this project is timely and would be a good idea to be involved  
331 in the development of the rules by a study here in the District.

332  
333 ***Motion by Manager Haake, seconded by Manager Waller, to approve the attached***  
334 ***intergovernmental agreement with any nonmaterial changes and upon advice of Counsel.***  
335 ***Motion carried 5-0.***

336  
337 President Preiner clarified that the intergovernmental agreement is with Forest Lake Area Schools  
338 and the City of Forest Lake.

339  
340 **6. Consider Submittal of BWSR CWF grant application for Lower Rice Creek Stabilization project.**  
341 Administrator Belfiori explained that the previous two items had the District as partners and for the  
342 next few agenda items, the District will be submitting the grant application. He explained that the  
343 District has recently completed a feasibility study for a stabilization project on the Lower Rice Creek  
344 area upstream of Locke Lake. He noted that this was discussed at the June 11, 2018 Board  
345 Workshop and there was consensus to pursue the grant dollars for this work. He stated that the  
346 total estimate cost of the work is \$710,130 and the BWSR grant would pay 75% and the District  
347 would pay 25% at \$177,532. Staff is recommending submitting the grant application to BWSR.

348  
349 ***Motion by Manager Haake, seconded by Manager Waller, to authorize the District***  
350 ***Administrator to submit a Clean Water Fund Grant Application for bank and bluff stabilization***  
351 ***work on Lower Rice Creek in the amount of \$710,130.***

352  
353 Manager Haake stated that she really likes this and feels it will greatly benefit the District in the long  
354 run because it runs into the sediment basins at Locke Lake and is another way of being able to  
355 stabilize the area.

356

357 Manager Waller stated that this appears to just be the District making the application and noted  
358 that oftentimes in the past, the applications have been made with the support of the City and  
359 County. He asked if there was the anticipation that either of those entities would join the District  
360 and support this application.

361  
362 Administrator Belfiori explained that the District has reached out to the Parks Department at the  
363 County and the City of Fridley. He stated that they anticipate sitting down with them to request  
364 some in-kind support from their staff, if not cash. He stated that the District has the cash available  
365 in their 2019 budget for the project, but will be asking those questions.

366  
367 Manager Waller stated that cash support from them would be fine but would also like a written  
368 letter in support of the application.

369  
370 Administrator Belfiori confirmed that the District would also be asking for that type of written  
371 support either from staff or from the governing body.

372  
373 ***Motion carried 5-0.***

374  
375  
376 **7. Consider Submittal of BWSR CWF grant application for Ramsey County Ditch 11 Iron Enhanced**  
377 **Sand Filter project.**

378 Administrator Belfiori noted that this has been on the table for several years and is part of a focused  
379 feasibility study that was conducted about five years ago as part of the TMDL for Bald Eagle Lake.  
380 He noted that this is the Lake Associations top priority project. The Township of White Bear Lake  
381 has accepted and will allow us the ability to utilize their property for this project. He noted the  
382 total estimated cost of the work will be around \$500,000 with the BWSR grant paying 75% and the  
383 District paying 25% which will be around \$90,000 to \$100,000. He stated that this has already been  
384 included in the 2019 budget and staff recommends approval.

385  
386 District Engineer Otterness stated that this design will help with water quality but can also be a  
387 feature that will facilitate maintenance along RCD 11. He explained that the pond that would be  
388 constructed as part of this will take out a lot of the heavy sediment that is coming down RCD 11 and  
389 will provide a location where that material can be taken out and dredged more easily and not have  
390 it scattered along the rest of the system.

391  
392 ***Motion by Manager Bradley, seconded by Manager Wagamon, to authorize the District***  
393 ***Administrator to submit a Clean Water Fund Grant Application to construct an iron-enhanced***  
394 ***sand filter and new stormwater pond on Ramsey County Ditch 11 in the amount upto \$400,000***  
395 ***pending results from the District Engineer’s technical memorandum.***  
396

397 Manager Waller asked if the iron enhanced filter will allow for maintenance because it is in a  
398 contained area and asked who would be doing that work.

399  
400 District Engineer Otterness stated that he understood the District would be responsible for  
401 completing the maintenance.

402  
403 Manager Waller stated that at the last Metro MAWD meeting, there was discussion of looking into  
404 the different types of iron that are used in these filters. He asked if the District had considered  
405 upgrading and qualifying which types of iron are better for wanting to extract phosphorus from the  
406 water.

407  
408 District Engineer Otterness stated that the designers will be looking into that and noted that this is  
409 a detail that he personally is not overly familiar with. He stated that the project designer is keeping  
410 up on the latest technology and will take it into consideration moving forward.

411  
412 Manager Waller asked for an update on this issue when the time comes.

413  
414 Manager Bradley stated that he wanted to make a comment in support of this project. He noted  
415 that water flows into Bald Eagle Lake from Ditch 1 and Ditch 11 and believes it is somewhere around  
416 31% of the phosphorus coming from those two sources. He thinks this is a great program to prevent  
417 additional phosphorus from running into the lake.

418  
419 Manager Waller stated that he agreed because this will clean the water before it reaches the lake.

420  
421 ***Motion carried 5-0.***

422  
423 **8. Consider Authorization for noticing Request for Proposals (RFP) for engineering, legal and**  
424 **accounting services for 2019/20.**

425 Administrator Belfiori explained that the District is required to biannually solicit for professional  
426 services such as engineering, accounting and legal consulting. He expects discussion will be at one  
427 of the October meetings after the late September deadline for submittal. Staff is recommending  
428 approval.

429  
430 ***Motion by Manager Haake, seconded by Manager Bradley, to authorize the Administrator to***  
431 ***publish in the District's official newspaper, post on our website and mail/email to our current***  
432 ***consultants /engineering pool the Solicitation for Professional Services announcement. Motion***  
433 ***carried 5-0.***

434  
435 **9. Consider Check Register dated August 22, 2018, in the amount of \$339,301.47 prepared by**  
436 **Redpath and Company.**

437 ***Motion by Manager Wagamon, seconded by Manager Haake, to approve check register dated***  
438 ***August 22, 2018, in the amount of \$339,301.47, prepared by Redpath and Company. Motion***  
439 ***carried 5-0.***  
440

#### 441 **ITEMS FOR DISCUSSION AND INFORMATION**

442 **1. Discussion on City of Hugo BWSR CWF grant application for CSAH 8 Stormwater Reuse project.**  
443 Administrator Belfiori noted a map of County Road 8 in the City of Hugo. He stated that this is the  
444 fifth application that the District is anticipating partnering with for the BWSR Clean Water Legacy  
445 Fund for stormwater reuse. He noted that there is no need for additional action because the  
446 District has already authorized \$60,000 for matching funds under the Urban Stormwater  
447 Management, if the City of Hugo is successful in obtaining this grant.  
448

449 **2. Staff Reports.**  
450 Administrator Belfiori introduced Marcus, the summer intern. He stated that staff has been  
451 grateful to him for the work he has done and has been a great addition to the team. He has one  
452 more week with the District and then we will be returning to school.  
453

454 Administrator Belfiori stated that there have been zebra mussels found at two lakes over the last  
455 few weeks. He stated that in Bald Eagle Lake they were found on a sample plate quite a distance  
456 from the launch. He noted that they were also found in Lake Johanna by a trained diver. The  
457 District is working with the Counties involved and the DNR on conducting surveys as well as options  
458 moving forward.  
459

460 Manager Bradley stated that he had been informed that there would be a diver in Bald Eagle Lake  
461 today trying to determine the extent of the invasion.  
462

463 **3. September Calendar.**  
464 Administrator Belfiori asked that the Watershed Management Planning Workshop meeting be  
465 added to September 24, 2018.  
466

467 **4. Managers Update.**  
468 Manager Waller stated that he plans to attend the Legislative Water Commission meeting later  
469 today as well as next week. He stated that if the grant applications are not successful, he would like  
470 the District to consider approaching legislators. He noted that there is a drainage study work group  
471 as part of the Legislative Water Commission and there is no urban representative.  
472

473 District Attorney Smith stated that staff does attend and monitors the drainage work group  
474 meetings. He stated that he agreed with Manager Waller that the metro area is generally not as  
475 represented in this work group as those outside the metro area.  
476

477 Manager Waller stated that he thinks one of the important things that hasn't been discussed is that  
478 from an urban point of view, one size does not fill all for things, the Wetland Conservation Act is an  
479 example of that.

480  
481 District Engineer Otterness noted that he has been a regular attendee at drainage work group  
482 meetings. He noted that the RCWD has been mentioned quite frequently as an example.

483  
484 Manager Waller understands that the RCWD has been recognized for its work and projects but  
485 reiterated that there is no permanent delegate from the urban entities and he believes that should  
486 be done so they have a seat at the table and aren't just part of the menu.

487  
488 Manager Haake suggested that Manager Waller write up his idea and the reasons and give them to  
489 her and she will submit it to the MAWD Board.

490  
491 District Engineer Otterness noted that MAWD Director Emily Javens is usually present at the  
492 Drainage Work Group too.

493

494 **ADJOURNMENT**

495 ***Motion by Manager Haake, seconded by Manager Bradley, to adjourn the meeting at 10:04 a.m.***

496 ***Motion carried 5-0.***

497

# CONSENT AGENDA

The following items will be acted upon without discussion in accordance with the staff recommendation and associated documentation unless a Manager or another interested person requests opportunity for discussion:

## Table of Contents

### Permit Applications Requiring Board Action

No.	Applicant	Location	Plan Type	Recommendation
18-085	JP Ecommerce Inc., Dale Furrer	Columbus	Final Site Drainage Plan	CAPROC 7 items

*It was moved by Manager \_\_\_\_\_ and seconded by Manager \_\_\_\_\_, to approve the consent agenda as outlined in the above Table of Contents in accordance with RCWD District Engineer's Findings and Recommendations, dated September 5, 2018.*

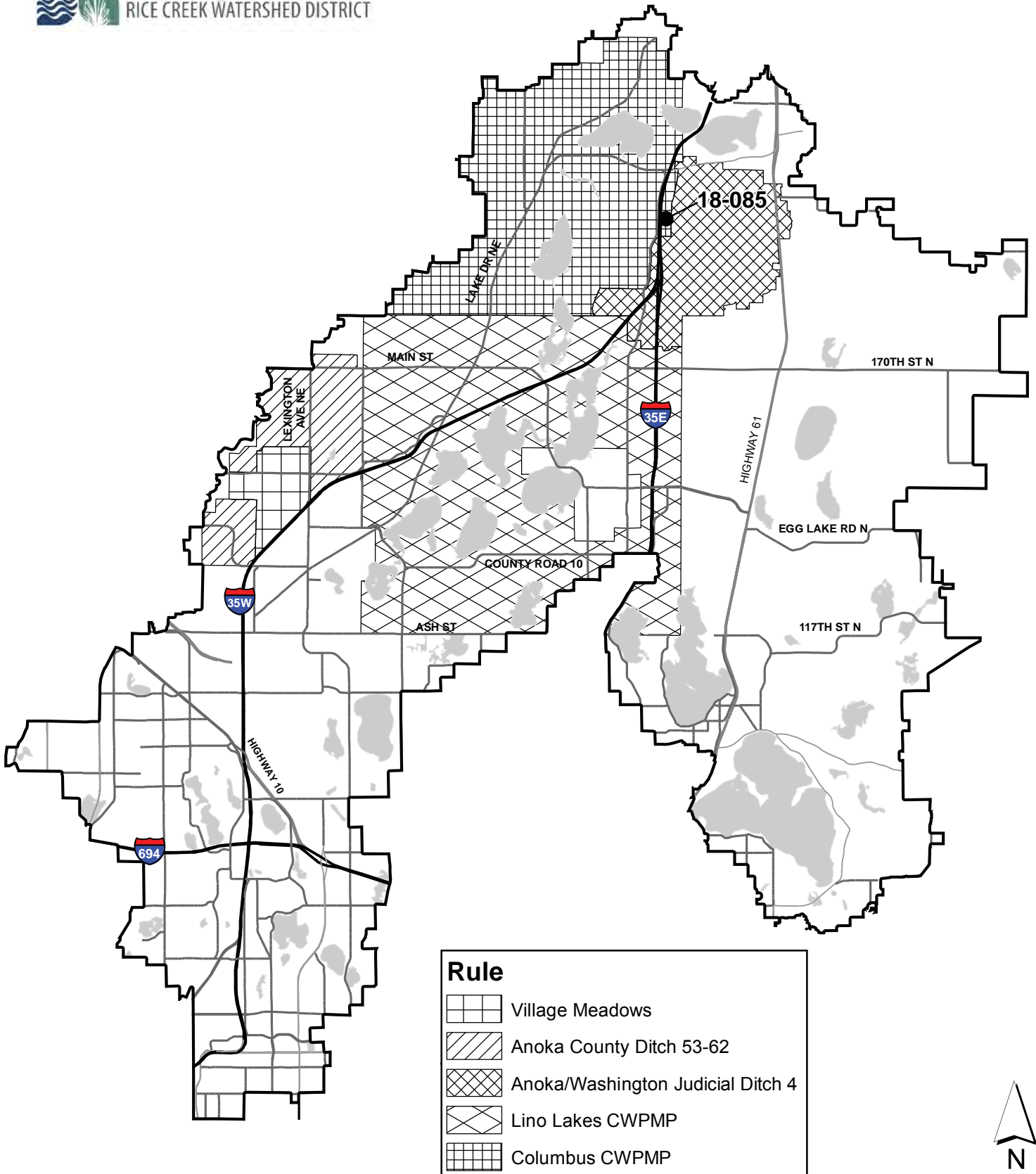
**RICE CREEK WATERSHED DISTRICT  
CONSENT AGENDA**

**September 12, 2018**

It was moved by \_\_\_\_\_ and seconded by \_\_\_\_\_ to Approve, Conditionally Approve Pending Receipt Of Changes, or Deny, the Permit Application noted in the following Table of Contents, in accordance with the District Engineer’s Findings and Recommendations, as contained in the Engineer’s Findings and Recommendations, as contained in the Engineer’s Reports dated September 5, 2018.

**TABLE OF CONTENTS**

<b>Permit Application Number</b>	<b>Applicant</b>	<b>Page</b>	<b>Recommendation</b>
	Permit Location Map	21	
18-085	Dan Furrer JP Ecommerce Inc	22	CAPROC





WORKING DOCUMENT: This Engineer's report is a draft or working document of RCWD staff and does not necessarily reflect action by the RCWD Board of Managers

Permit Application Number:

18-085

Permit Applicant Name:

JP Ecommerce-Columbus

Applicant:

Furrer Trustee  
Attn: Dale Furrer  
710 Arizona Street NW  
Lonsdale, MN  
Ph:  
Fx:  
fivestar@lonstel.com

Consultant:

Carlson McCain, Inc.  
Attn: Joesph Radach  
3890 Pheasant Ridge Drive Suite 100  
Blaine, MN 55434  
Ph: 763-489-7900  
Fx: 763-489-7959  
jradach@calsonmccain.com

Project Name: JP Ecommerce-Columbus

Purpose: FSD – Final Site Drainage; Office/ Warehouse Development

Site Size: 24.96± acre parcel / 13.50 ± acres of disturbed area; existing and proposed impervious areas are 0.00 ± acres and 9.97 ± acres, respectively

Location: Hornsby Street, Columbus

T-R-S: SE ¼, Section 24, T32N, R22W

District Rule: C, D, F

Recommendations: CAPROC

It is recommended that this Permit Application be given Conditional Approval Pending Receipt of Changes (CAPROC) and outstanding items related to the following items.

Rule D – Erosion and Sediment Control

1. Submit the following information per Rule D.4:

- (c) Name, address and phone number of party responsible for maintenance of all erosion and sediment control measures.
- (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

Rule F – Wetland Alteration

2. Applicant must provide a "Transaction Form for Withdrawal of Wetland Credits from the Minnesota Wetland Bank" for Wetland Bank #1407, which is signed by the bank user and the bank seller.

Administrative

3. Send one final, signed 11x17 sized plan set to the District, and e-mail a full sized pdf copy to both the District and the District Engineer. Include a list of changes that have been made since approval by the RCWD Board.

4. Submit a copy of the plat or easements establishing drainage or flowage over stormwater management facilities, stormwater conveyances, ponds, wetlands, on-site floodplain up to the 100-year flood elevation, or any other hydrologic feature (if easements are required by the City of Columbus).
5. The applicant must submit a Draft Declaration for Maintenance of Stormwater Management Facilities acceptable to the District for proposed onsite stormwater management and pretreatment features.
6. The applicant must provide an attested copy of the signed and notarized legal document(s) from the County Recorder. Applicant may wish to contact the County Recorder to determine recordation requirements prior to recordation.
7. The applicant must submit a surety of \$45,800 along with an original executed escrow agreement acceptable to the District. If the applicant desires an original copy for their records, then two original signed escrow agreements should be submitted. The applicant must provide the first \$5000 in the form of a check and has the option of providing the remainder of the surety amount in the form of a check or a Performance Bond or Letter of Credit. The surety is based on \$6,500 for 13.5 acres of disturbance and \$39,300 for 78,502 CF of storm water ponds.

Stipulations: The permit will be issued with the following stipulations as conditions of the permit. By accepting the permit, applicant agrees to these stipulations:

1. An as-built survey of all stormwater BMPs (ponds, rain gardens, trenches, swales, etc.) is to be submitted to the District for verification of compliance with the approved plans before return of the surety.
2. Applicant must use DNR guidance materials to avoid incidental takings of Blanding's turtles.

Exhibits:

1. Updated plans containing 11 sheets dated 8-13-2018 and received 8-30-2018.
2. Plan set containing 10 sheets dated 8-7-2018 and received 8-7-2018.
3. Preliminary Plat, dated 8-13-2018 and received 8-30-2018.
4. Permit application, dated 8-7-2018 and received 8-7-2018.
5. Updated Stormwater Calculations, dated 8-30-2018 and received 8-30-2018, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
6. Stormwater Calculations, dated 8-7-2018 and received 8-7-2018, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
7. Geotechnical Report, dated 7-19-2018 and received 8-7-2018.

Findings:

1. Description – The proposed project, located within the City of Columbus, consists of constructing a commercial building and parking lot on an undeveloped lot. The proposed project is to be phased with only the south half of the building and parking lot constructed. The remainder of the project (north half) is anticipated to begin construction within the next 5 years. Thus, the applicant is requesting an extended permit term of 10 years per the Rule C.13 Phase Development Plan (PDP). The submitted plan set and calculations are for the fully developed

construction, thus the entire NURP pond will be constructed during the first phase. The fully developed construction will add 9.97± acres of new impervious surfaces. The project drains to an onsite wetland which outlets to culverts under I-35 that flow west and eventually to Rice Creek which ultimately discharging into Lake Peltier which is the resources of concern. The applicant has submitted a \$10,375 application fee, which corresponds to 5 > acres of new/redeveloped impervious surface, 10 > acres of land disturbance, and < 1 acre of wetland mitigation.

2. Stormwater – The applicant is proposing the BMP as described below for the project:

Proposed BMP Description	Location	NURP Requirement	Volume provided	EOF
NURP Pond	Western property line	85,421± cubic feet	103,934± cubic feet	895.50

Soil on site is primarily sandy clay (HSG C) soils, thus infiltration is not considered feasible and the proposed stormwater pond is acceptable to meet the water quality requirement. Per Rule C.6(c)(1), the Water Quality requirement is 2.2-inches over the new/reconstructed area (9.97± acres) for a total requirement of 79,620± cubic feet, which is less than the 2.5-inch design criteria. The project treats 99% of the impervious surface, thus in compliance with Rule C.6(e). Additional TSS removal is not practical. An outlet control structure capable of controlling the 2-year, 10-year, 100-year, and preventing migration of floating debris and oil for the 1-year event is proposed for the NURP pond. The outlet control structure has been designed with a weir and 7-inch diameter orifice at the normal water level of the pond (892.2) to prevent short circuiting of untreated stormwater within the pond. The orifice will also reduce the runoff rate during the 2-year storm event compared to existing conditions by over 80%. A stabilized emergency overflow located on the north side of the pond capable conveying flows greater than the 100-year critical storm event that discharge into the adjacent wetland has been provided. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(d).

Drainage Area	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Interstate Highway 35	8.2	1.6	19.7	8.4	44.6	23.2
Hornsby Street	2.8	1.4	6.1	2.6	13.5	5.0
Totals	11.0	3.0	25.8	11.0	58.1	28.2

The project is proposing to increase the drainage area to Interstate 35 by approximately 2.4 acres. Pursuant to Rule C.5(d), the downstream discharge location was the subject of a November 2, 2107 memorandum *Columbus I-35 Corridor Hydrologic Assessment*, which assessed the potential impact of increased volumes due to development, on downstream drainage conditions. The memorandum concluded that no additional performance standards (above and beyond District Rules) are necessary to mitigate future increases in runoff volumes due to land use change. Although the assessment within memorandum did not specifically address changes in drainage area, the net effect of the proposed project (increase in runoff volume) was evaluated, and the conclusions remain relevant to the proposed project.

The project is not located within the Flood Management Zone. The submitted information indicates that the project does not increase peak runoff rates in compliance with District Rule C.7. Runoff from the site discharges to an adjacent wetland located along the I-35. The applicant is reducing runoff rates to the wetland which contains a piped outlet, thus proposed runoff will not increase the water elevation of the wetland. The applicant has met the hydroperiod standards for bounce and inundation periods per Rule C.8. The applicant has complied with the freeboard requirements of Rule C.9(g).

3. Wetlands – A wetland delineation was submitted and approved under 18-091R and 18-097R. The proposed project includes the construction of a warehouse / office space and warehouse (~200,000 SF) with loading docks, and staff parking.

The wetland replacement plan was noticed to the TEP on 8-13-18 and the comment period closed 9-5-2018. The applicant has responded to all TEP comments.

The project site is located within the Columbus Comprehensive Wetland Protection and Management Plan (CWPMP) area. A MnRAM for the delineated wetlands was submitted within the replacement plan and determined the degradation status for both wetlands to be severely degraded. Therefore, impacts to on-site wetlands require a 1:1 replacement ratio, as the wetland is in Anoka County, and is outside of the Wetland Management Corridor (WMC). The WMC is not located on site.

The applicant has requested sequencing flexibility and has provided rationale that wetlands on site have been degraded to the point where replacement of it via wetland banking would result in a gain in function and public value. District staff and TEP concur with this rationale for sequencing flexibility. The applicant has demonstrated compliance with the sequencing requirements.

The project proposes impacts to 5,190 square feet (0.1191 acres) of wetland, and consistent with Rule F Table 1, requires replacement at a 1:1 ratio. The applicant proposes 5,190 square feet (0.1191 acres) of replacement wetland credit via the purchase of wetland bank credits from Wetland Bank #1409. This wetland bank is outside the CWPMP Contributing Drainage Area, as defined under Rule F, however the applicant provided further site-level information showing that Wetland Bank #1409 does have a hydrologic connection to the CWPMP Contributing Drainage Area. This documentation was provided as a part of permit 16-019. Therefore, staff find that this wetland bank meets the requirement of Rule F6(d)(1).

The applicant requested a Natural Heritage Database Review from the MnDNR to determine if there were any known state-listed threatened or endangered species located on site (for compliance with WCA 8420.0515). The database identified no threatened or endangered species located directly on site, however the MnDNR noted the possibility of the presence of Blanding's turtles. The MnDNR provided guidance to avoid incidental takings. Applicant must use guidance materials to avoid incidental takings of Blanding's turtles.

4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence and rock construction entrances. An NPDES permit is required for the project. The information listed under the Erosion and Sedimentation Control Recommendations needs to be submitted. Otherwise, the project complies with RCWD Rule D requirements.
6. Drainage Systems – There are no drainage systems on or adjacent to the property.
7. Documenting Easements and Maintenance Obligations – Applicant must meet the easement and maintenance obligations per Recommendations 4 and 5. Applicant must provide a draft maintenance declaration for approval, and a receipt showing recordation of the approved maintenance declaration and the drainage and flowage easements (if required by the City of Columbus).
8. Previous Permit Information – Previous permit information includes 18-091R and 18-097R.

I assisted in the preparation of this report under the supervision of the District Engineer.

Ben Jore 9-5-18

Ben Jore, EIT  
EIT Reg. No 13431

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

Greg Bowles 9-5-18

Greg Bowles  
MN Reg. No 41929

## **ITEMS REQUIRING BOARD ACTION**

1. Consider 2019 Preliminary Budget & Levy Certification- There will be a public meeting on the District's budget and levy adopted today on December 12, 2018 in conformance with MN Stat 275.065. (Phil Belfiori)

**RESOLUTION 2018-25**

**RICE CREEK WATERSHED DISTRICT  
BOARD OF MANAGERS**

**RESOLUTION TO ADOPT 2019 BUDGET AND  
ADOPT 2019 TAX LEVIES**

Manager \_\_\_\_\_ offered the following resolution and moved its adoption, seconded by Manager \_\_\_\_\_:

**WHEREAS**, Minnesota Statutes Sections 103D.911, and 103D.915 require that on or before September 15 of each year, the Board of Managers adopt a budget for the next year and decide on the total amount necessary to be raised from ad valorem tax levies to meet the watershed district's budget and certify to the auditor of each county within the watershed district the county's share of the tax;

**WHEREAS**, pursuant to Minnesota Statutes Section 103D.911, the Rice Creek Watershed District Board of Managers held a public hearing, duly noticed, on August 22, 2018, whereby the 2019 budget of the Rice Creek Watershed District was determined, and the Board of Managers is legally authorized to levy the tax described below;

**THEREFORE BE IT RESOLVED**, that the Rice Creek Watershed District Board of Managers adopts a 2019 general fund and plan implementation budget totaling \$7,345,030;

**BE IT FURTHER RESOLVED**, that a levy of 0.048 percent of taxable market value, not to exceed \$250,000.00, be certified to the Counties of Anoka, Ramsey, Hennepin and Washington and levied upon all taxable property in the Rice Creek Watershed District for the year 2019, for the purpose of paying the General Fund expenses of the District as provided by Minnesota Statutes Section 103D.905 Subdivision 3;

**BE IT FURTHER RESOLVED**, that a levy of \$4,460,392 be certified to the Counties of Anoka, Ramsey, Hennepin and Washington and levied upon all taxable property in the Rice Creek Watershed District for the year 2019, as authorized by the Metropolitan Surface Water Management Act, Minnesota Statutes Section 103B.241, for the purpose of paying the costs of preparing and implementing a watershed management plan;

The question was on the adoption of the Resolution and there were \_\_ yeas and \_\_ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
WALLER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HAAKE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BRADLEY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WAGAMON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PREINER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote, the Chair declared the Resolution \_\_\_\_\_.

\_\_\_\_\_  
Michael Bradley, Secretary

Dated: September 12, 2018

\* \* \* \* \*

I, Michael Bradley, Secretary of the Rice Creek Watershed District, do hereby certify that I have compared the above resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 12th day of September, 2018.

\_\_\_\_\_  
Michael Bradley, Secretary

**DISTRICT 038 – RICE CREEK WATERSHED DIST**

***CERTIFICATION OF APPORTIONED LEVIES  
PAYABLE 2019***

*(1) Payable 2019 Property Tax Levy:*           \$       4,710,392

<b>County</b>	<b>(2) Payable 2018 Taxable Net Tax Capacity</b>	<b>(3) Net Tax Capacity Percent Distribution</b>	<b>(4) Apportioned Payable 2019 Levy (1X3)</b>
ANOKA COUNTY	58,258,438	27.4694 %	1,293,916
HENNEPIN COUNTY	1,538,686	0.7255 %	34,174
RAMSEY COUNTY	110,468,263	52.0869 %	2,453,497
WASHINGTON COUNTY	41,819,347	19.7182 %	928,805
WATERSHED TOTAL	212,084,734	100 %	\$ 4,710,392

---

*Signature of Budget Officer*
*Title*
*Date*

Treasurer

9/12/2018



# Draft preliminary 2019 budget

Rice Creek Watershed District  
Total Revenue and Expenditures

Account	2018 Annual Budget	YTD Thru 07/31/18	Projected 8/1-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Change
<b>Revenues</b>						
General Property Tax	\$4,383,000	0	4,289,464	\$4,289,464	\$4,710,392	7.5%
Permit Fees	157,752	118,554	84,681	203,235	217,800	38.1%
Bald Eagle Lake WMD charge	65,000	39,804	25,196	65,000	65,000	0.0%
DNR FEMA grant	0	0	0	0	0	100.0%
BWSR Watershed Based Pilot	0	0	0	0	0	
WMD ACD 46	49,627	35,280	14,347	49,627	49,627	0.0%
WMD ACD 31	36,277	20,280	15,997	36,277	36,277	0.0%
ACD 53-62 Br. 2 WMD	166,741	96,331	70,410	166,741	48,784	-70.7%
Special Assessments - 10-22-32	0	1,192	0	1,192	0	
ROW Charges	0	9,330	0	9,330	0	
Met Council-Hugo SW Reuse	0	180,000	0	180,000	0	
Wetland Restoration-Browns Preserve	0	35,725	0	35,725	0	
Oasis Pond IESF Project	0	10,000	0	10,000	0	
Investment Interest-Surety	9,099	7,866	7,866	15,732	16,326	79.4%
Investment Income	45,624	35,455	35,455	70,910	77,043	68.9%
Miscellaneous Revenue	5,000	49	122,500	122,549	0	-100.0%
<b>Total Revenues</b>	<b>\$4,918,120</b>	<b>\$589,866</b>	<b>\$4,665,916</b>	<b>\$5,255,782</b>	<b>\$5,221,249</b>	<b>6.2%</b>
<b>Combined Program Capital Costs &amp; Administration</b>						
General Administration	\$416,037	\$226,191	\$193,465	\$419,656	\$436,630	4.9%
Environmental Education	136,006	81,420	56,223	137,643	154,467	13.6%
Information Management	117,016	42,224	70,697	112,921	224,275	91.7%
Restoration	3,415,259	1,453,815	910,762	2,364,577	2,015,238	-41.0%
Regulatory	1,023,928	629,534	527,076	1,156,610	1,338,155	30.7%
Ditch & Creek Maintenance	912,659	279,841	451,733	731,574	1,556,214	70.5%
Lake & Stream	1,334,145	438,710	691,855	1,130,565	1,420,050	6.4%
District Facilities	200,000	13,290	49,067	62,357	200,000	0.0%
<b>Total Program Expense</b>	<b>\$7,555,051</b>	<b>\$3,165,025</b>	<b>\$2,950,879</b>	<b>\$6,115,904</b>	<b>\$7,345,030</b>	<b>-2.8%</b>

# Draft preliminary 2019 budget

Rice Creek Watershed District  
Expenditures by Program

Account	2018 Annual Budget	YTD Thru 07/31/18	Projected 8/1-12/31/18	Projected 2018 Total	2019 Preliminary Budget
<b>Programs:</b>					
General Administration	416,037	226,191	193,465	419,656	436,630
Environmental Education	136,007	81,420	56,223	137,643	154,467
Information Management	117,016	42,224	70,697	112,921	224,275
Restoration	3,415,259	1,453,815	910,762	2,364,577	2,015,238
Regulatory	1,023,928	629,534	527,076	1,156,610	1,338,155
Ditch & Creek Maintenance	912,659	279,841	451,733	731,574	1,556,214
Lake & Stream	1,334,145	438,710	691,855	1,130,565	1,420,050
District Facilities	200,000	13,290	49,067	62,357	200,000
<b>Total Program Expense</b>	<b>\$7,555,051</b>	<b>\$3,165,025</b>	<b>\$2,950,879</b>	<b>\$6,115,904</b>	<b>7,345,030</b>

# Draft preliminary 2019 budget

Rice Creek Watershed District  
Total Revenue and Administrative Costs Breakdown

Account	2018 Annual Budget	YTD Thru 07/31/18	Projected 8/1-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference Between 2018 & 2019 Budget
<b>Expenses</b>						
Manager Per Diem	15,000	10,925	7,804	18,729	15,000	0.0%
Manager Expense	2,000	400	286	686	2,000	0.0%
Manager Travel	2,500	2,208	1,577	3,785	2,500	0.0%
Wages	822,518	487,556	348,254	835,810	875,341	6.4%
Interns	8,800	3,393	3,221	6,614	9,152	4.0%
Benefits	109,501	60,309	61,030	121,339	126,256	15.3%
PERA Expense	61,586	34,916	24,940	59,856	65,540	6.4%
H.S.A. Contribution	9,116	5,767	4,119	9,886	9,697	6.4%
Payroll Taxes	63,596	38,654	27,610	66,264	67,664	6.4%
Payroll Taxes-Unemployment	2,000	422	300	722	2,000	0.0%
Office Supplies	9,630	3,032	3,625	6,657	9,630	0.0%
Supplies-Field	250	241	300	541	750	200.0%
Computer Software	1,800	702	700	1,402	1,800	0.0%
Meeting Supplies/Expense	1,000	566	200	766	1,000	0.0%
Printing	2,500	148	1,370	1,518	2,500	0.0%
Rent	86,411	44,535	31,811	76,346	86,411	0.0%
Telecommunications	19,143	11,014	5,400	16,414	22,020	15.0%
Dues	9,471	7,500	200	7,700	9,490	0.2%
Publications	1,000	153	610	763	1,000	0.0%
Training & Education	12,615	1,585	4,300	5,885	25,901	105.3%
Insurance & Bonds	22,832	24,313	2,700	27,013	27,547	20.7%
Postage	5,500	0	3,650	3,650	5,500	0.0%
Legal Notices-General	2,000	877	1,100	1,977	11,500	475.0%
Staff Travel	8,015	2,478	3,825	6,303	8,015	0.0%
Vehicle Expense	28,748	4,119	20,500	24,619	28,748	0.0%
Audit & Accounting	66,880	46,568	18,000	64,568	70,929	6.1%
Professional Services-General	107,825	25,958	77,004	102,962	137,400	27.4%
Contracted Services	0	0	0	0	0	0.0%
Recruitment Expense	0	0	0	0	0	0.0%
Legal Fees-General	39,261	11,770	26,746	38,516	39,261	0.0%
Engineering	87,962	24,038	61,500	85,538	88,217	0.3%
Education & Communication	12,500	260	11,740	12,000	12,500	0.0%
Equipment-Computer	17,548	5,221	12,327	17,548	17,548	0.0%
Equipment-General	5,500	0	4,800	4,800	7,500	36.4%
Equipment Lease	10,416	4,698	5,376	10,074	10,200	-2.1%
Repairs & Maintenance	0	0	0	0	0	0.0%
<b>Total Administrative Expense</b>	<b>1,655,424</b>	<b>864,326</b>	<b>776,925</b>	<b>1,641,251</b>	<b>1,800,517</b>	<b>8.8%</b>

# Draft preliminary 2019 budget

Rice Creek Watershed District  
Statement of Revenue and Expenditures - General Fund - 10

Account	2018 Annual Budget	YTD Thru 7/31/18	Projected 08/1-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Revenues</b>						
General Property Tax	404,427	0	396,338	396,338	415,724	2.8%
Investment Interest-Surety	9,097	7,866	7,866	15,732	16,326	79.5%
Investment Income	2,513	1,955	1,955	3,910	4,580	82.2%
Miscellaneous Revenue	0	44	250	294	0	0.0%
<b>Total Revenues</b>	<b>416,037</b>	<b>9,865</b>	<b>406,409</b>	<b>416,274</b>	<b>436,630</b>	<b>4.9%</b>
Account	2018 Annual Budget	YTD Thru 7/31/18	Projected 08/1-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Expenses</b>						
Manager Per Diem	15,000	10,925	7,804	18,729	15,000	0.0%
Manager Expense	2,000	400	286	686	2,000	0.0%
Manager Travel	2,500	2,208	1,577	3,785	2,500	0.0%
Wages-General	120,591	71,253	50,895	122,148	132,007	9.5%
Benefits	17,406	13,931	9,951	23,882	18,864	8.4%
PERA Expense	9,045	5,344	3,817	9,161	9,901	9.5%
H.S.A. Contributions	9,116	5,767	4,119	9,886	9,697	6.4%
Payroll Taxes	9,225	6,027	4,305	10,332	10,099	9.5%
Payroll Taxes-Unemployment	2,000	422	300	722	2,000	0.0%
Office Supplies	2,022	677	750	1,427	2,022	0.0%
Supplies-Field	250	0	100	100	250	0.0%
Meeting Supplies/Expense	1,000	566	200	766	1,000	0.0%
Printing	525	148	100	248	525	0.0%
Rent	18,146	9,967	7,119	17,086	18,146	0.0%
Telecommunications	4,020	2,091	1,500	3,591	4,624	15.0%
Dues	9,471	7,500	200	7,700	9,490	0.2%
Publications	210	73	100	173	210	0.0%
Training & Education	2,649	975	100	1,075	5,439	105.3%
Insurance & Bonds	4,795	5,441	1,000	6,441	5,785	20.6%
Postage	1,155	0	500	500	1,155	0.0%
Legal Notices-General	2,000	0	1,000	1,000	10,000	400.0%
Staff Travel	1,683	938	500	1,438	1,683	0.0%
Audit & Accounting	66,880	46,568	18,000	64,568	70,929	6.1%
Professional Services-General	22,000	4,304	17,696	22,000	10,000	-54.5%
Legal Fees-General	30,161	10,115	20,046	30,161	30,161	0.0%
Engineering	60,000	19,500	40,500	60,000	60,000	0.0%
Equipment-General	0	0	0	0	1,000	0.0%
Equipment Lease	2,187	1,051	1,000	2,051	2,142	-2.1%
<b>Total Administrative Expense</b>	<b>416,037</b>	<b>226,191</b>	<b>193,465</b>	<b>419,656</b>	<b>436,630</b>	<b>4.9%</b>





# Draft preliminary 2019 budget

Rice Creek Watershed District  
Statement of Revenue and Expenditures - Restoration Projects - 60

Account	2018 Annual Budget	YTD Thru 7/31/18	Projected 8/1-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Revenues</b>						
General Property Tax	1,757,705	0	1,722,551	1,722,551	877,116	-50.1%
BWSR Watershed Based Pilot	0	0	0	0	0	
Special Assessments - ACD 53-62	166,741	96,331	70,410	166,741	48,784	0.0%
Met Council - Waters Edge/Hugo SW Reuse	0	180,000	0	180,000	0	
Wetland Restoration-Browns Preserve	0	35,725	0	35,725	0	
Oasis Pond IESF Project-City of Roseville	0	10,000	0	10,000	0	
ROW Charges	0	650	0	650	0	
Investment Income	20,624	16,040	16,040	32,080	21,138	2.5%
Miscellaneous (Wetland Credits)	0	0	150	150	0	0.0%
<b>Total Revenues</b>	<b>1,945,070</b>	<b>338,746</b>	<b>1,809,151</b>	<b>2,147,897</b>	<b>947,038</b>	<b>-51.3%</b>
<b>Expenses</b>						
Wages-Restoration	100,482	59,183	42,274	101,457	109,153	8.6%
Benefits	12,864	3,370	9,494	12,864	14,372	11.7%
PERA Expense	7,505	4,462	3,187	7,649	8,153	8.6%
Payroll Taxes	7,687	4,410	3,150	7,560	8,350	8.6%
Office Supplies	770	436	300	736	770	0.1%
Field Supplies	0	95	100	195	0	0.0%
Printing	200	0	100	100	200	0.0%
Rent	6,913	3,010	2,150	5,160	6,913	0.0%
Telecommunications	1,531	848	800	1,648	1,762	15.1%
Publications	80	80	50	130	80	0.0%
Training & Education	1,009	88	200	288	2,072	105.4%
Insurance & Bonds	1,827	1,644	200	1,844	2,204	20.6%
Postage	440	0	250	250	440	0.0%
Legal Notices	0	0	0	0	0	0.0%
Staff Travel	641	268	200	468	641	0.0%
Vehicle Expense	8,437	0	7,000	7,000	8,437	0.0%
Professional Services	2,000	208	1,600	1,808	15,000	650.0%
Legal Fees	1,000	0	900	900	1,000	0.0%
Engineering	6,039	0	5,000	5,000	6,039	0.0%
Education and Communication	2,500	0	2,000	2,000	2,500	0.0%
Equipment-Restoration	500	0	500	500	500	0.0%
Equipment Lease	833	318	445	763	816	-2.0%
<b>Total-Administration</b>	<b>163,259</b>	<b>78,420</b>	<b>79,900</b>	<b>158,320</b>	<b>189,402</b>	<b>16.0%</b>
<b>Projects</b>						
Rice Creek Meander Restoratoin 60-03	300,000	156,732	50,000	206,732	177,500	-40.8%
Stormwater Remediation - 60-15	300,000	237,019	62,981	300,000	300,000	0.0%
Columbus RMP #60-17	10,000	152	9,848	10,000	10,000	0.0%
JD4 RMP Implementation #60-18	112,000	49,802	62,198	112,000	125,000	11.6%
District-Wide SWMM Model Phase 2 #60-19	58,000	12,258	45,742	58,000	150,000	158.6%
ACD 53/62 RMP Implementaion #60-21	20,000	14,565	5,435	20,000	20,000	0.0%
Lino Lakes RMP Implementatin #60-22	20,000	16,281	3,719	20,000	20,000	0.0%
SW Urban Lake/Flood Mgmt.Implementation #60-24	530,000	169,834	150,000	319,834	250,000	-52.8%
JD 4 /ACD 15 WMD #60-25	25,000	651	24,349	25,000	0	-100.0%
Purchase of Wetland Bank Credits #60-27	50,000	23,410	26,590	50,000	100,000	100.0%
ACD 53/62 WMD - #60-28	287,000	59,996	40,000	99,996	10,000	100.0%
Clear Lake Water Quality Implementation #60-29	50,000	571	20,000	20,571	70,000	40.0%
Hansen Park #60-30	1,000,000	587,047	100,000	687,047	100,000	-90.0%
Mirror Pond #60-31	300,000	0	200,000	200,000	5,000	-98.3%
ACD 53/62 Branch 2 Repair #60-32	190,000	47,077	30,000	77,077	10,000	-94.7%
BWSR Watershed Based Pilot #60-33	0	0	0	0	413,336	100.0%
ACD 53-62 MT and branches 5/6	0	0	0	0	65,000	100.0%
<b>Total-Projects</b>	<b>3,252,000</b>	<b>1,375,395</b>	<b>830,862</b>	<b>2,206,257</b>	<b>1,825,836</b>	<b>-43.9%</b>
<b>Total - Restoration</b>	<b>3,415,259</b>	<b>1,453,815</b>	<b>910,762</b>	<b>2,364,577</b>	<b>2,015,238</b>	<b>-41.0%</b>

# Draft preliminary 2019 budget

Rice Creek Watershed District  
Statement of Revenue and Expenditures - Regulatory - 70

Account	2018 Annual Budget	YTD Thru 7/31/18	Projected 8/01-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Revenues</b>						
General Property Tax	859,993	0	842,793	842,793	1,106,319	28.6%
Permit Fees	157,752	118,554	84,681	203,235	217,800	38.1%
Investment Income	6,183	4,809	4,809	9,618	14,036	127.0%
Miscellaneous Income	0	0	0	0	0	0.0%
<b>Total Revenues</b>	<b>1,023,928</b>	<b>123,363</b>	<b>932,284</b>	<b>1,055,647</b>	<b>1,338,155</b>	<b>30.7%</b>
Account	2018 Annual Budget	YTD Thru 7/31/18	Projected 8/01-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Expenses</b>						
Wages-Regulatory	203,327	121,650	86,893	208,543	212,284	4.4%
Wages-Interns	2,904	1,229	1,675	2,904	3,020	4.0%
Benefits	24,856	22,475	16,054	38,529	26,740	7.6%
PERA Expense	15,250	8,405	6,004	14,409	15,921	4.4%
Payroll Taxes	15,777	9,702	6,930	16,632	16,471	4.4%
Office Supplies	2,985	876	1,000	1,876	2,985	0.0%
Supplies-Field	0	141	100	241	500	0.0%
Printing	775	0	500	500	775	0.0%
Rent	26,787	14,875	10,625	25,500	26,787	0.0%
Telecommunications	5,934	3,642	200	3,842	6,826	15.0%
Publications	310	0	200	200	310	0.0%
Training & Education	3,911	390	1,000	1,390	8,029	105.3%
Insurance & Bonds	7,078	8,121	500	8,621	8,540	20.7%
Postage	1,705	0	1,000	1,000	1,705	0.0%
Legal Notices	0	0	0	0	0	0.0%
Staff Travel	2,485	223	1,000	1,223	2,485	0.0%
Vehicle Expense	3,437	1,693	1,500	3,193	3,437	0.0%
Professional Services	50,000	11,338	35,000	46,338	50,000	0.0%
Contracted Services	0	0	0	0	0	0.0%
Recruitment	0	0	0	0	0	0.0%
Legal Fees	1,500	0	1,000	1,000	1,500	0.0%
Engineering	5,678	0	5,000	5,000	5,678	0.0%
Equipment-Regulatory	500	0	300	300	500	0.0%
Equipment Lease	3,229	1,569	1,800	3,369	3,162	-2.1%
<b>Total-Administration</b>	<b>378,428</b>	<b>206,329</b>	<b>178,280</b>	<b>384,609</b>	<b>397,655</b>	<b>5.1%</b>
<b>Projects</b>						
Rule Revisions/Plan Update #70-01	57,500	15,408	42,092	57,500	70,000	21.7%
Permit Review #70-03	408,000	338,501	180,000	518,501	520,500	27.6%
Early Coordination /Road Authority #70-07	80,000	37,900	58,100	96,000	130,000	62.5%
Watershed Plan Revision#70-08	100,000	31,396	68,604	100,000	220,000	120.0%
<b>Total-Projects</b>	<b>\$645,500</b>	<b>\$423,205</b>	<b>\$348,796</b>	<b>\$772,001</b>	<b>\$940,500</b>	<b>45.7%</b>
<b>Total - Regulatory</b>	<b>\$1,023,928</b>	<b>\$629,534</b>	<b>\$527,076</b>	<b>\$1,156,610</b>	<b>\$1,338,155</b>	<b>30.7%</b>

# Draft preliminary 2019 budget

Rice Creek Watershed District  
Statement of Revenue and Expenditures - Ditch Creek Maintenance - 80

Account	2018 Annual Budget	YTD Thru 7/31/18	Projected 8/01-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Revenues</b>						
General Property Tax	649,502	0	636,512	636,512	1,453,987	123.9%
Special assess ACD 31	36,277	20,280	15,997	36,277	36,277	0.0%
Special assess ACD 46	49,627	35,280	14,347	49,627	49,627	0.0%
Special assess 10-22-32	0	1,192	0	1,192	0	
ROW Charges - 10-22-32	0	110	0	110	0	
ROW Charges - ACD 80-18	0	6,834	0	6,834	0	
ROW Charges - ACD 80-19	0	1,736	0	1,736	0	
Investment Income	5,512	4,286	4,286	8,572	16,323	196.1%
Public Drainage Inspection	0	0	0	0	0	0.0%
Miscellaneous Income	5,000	0	2,000	2,000	0	-100.0%
<b>Total Revenues</b>	<b>745,918</b>	<b>69,718</b>	<b>673,142</b>	<b>742,860</b>	<b>1,556,214</b>	<b>108.6%</b>
<b>Expenses</b>						
Wages-Ditch & Creek	129,132	77,096	55,069	132,165	138,004	6.9%
Benefits	20,715	7,801	5,572	13,373	22,330	7.8%
PERA Expense	9,664	5,380	3,843	9,223	10,328	6.9%
Payroll Taxes	9,879	5,955	4,254	10,209	10,557	6.9%
Office Supplies	1,830	452	500	952	1,830	0.0%
Supplies-Field	0	5	0	5	0	0.0%
Printing	475	0	250	250	475	0.0%
Rent	16,418	7,317	5,226	12,543	16,418	0.0%
Telecommunications	3,637	2,343	1,500	3,843	4,184	15.0%
Publications	190	0	100	100	190	0.0%
Training & Education	2,397	122	1,500	1,622	4,921	105.3%
Insurance & Bonds	4,338	3,994	500	4,494	5,234	20.7%
Postage	1,045	0	1,000	1,000	1,045	0.0%
Legal Notices	0	340	100	440	1,500	1500.0%
Staff Travel	1,523	156	500	656	1,523	0.0%
Vehicle Expense	8,437	2,394	4,000	6,394	8,437	0.0%
Professional Services	8,000	208	7,000	7,208	18,000	125.0%
Legal Fees	5,000	989	4,000	4,989	5,000	0.0%
Engineering-Ditch & Creek	10,000	4,538	5,000	9,538	10,000	0.0%
Equipment-Ditch & Creek	2,000	0	2,000	2,000	2,000	0.0%
Equipment Lease	1,979	772	1,081	1,853	1,938	-2.1%
<b>Total-Administration</b>	<b>236,659</b>	<b>119,862</b>	<b>102,994</b>	<b>222,856</b>	<b>263,914</b>	<b>11.5%</b>
<b>Projects</b>						
Ditches - General #80-02	333,000	87,704	150,000	237,704	320,000	-3.9%
Repair Reports #80-03	83,000	31,296	30,000	61,296	85,000	2.4%
Ditch Maintenance-Hugo #80-15	40,000	0	40,000	40,000	40,000	0.0%
ACD 10-22-32 WMD #80-17	0	65	0	65	0	0.0%
ACD 31 WMD #80-18	10,000	5,844	4,156	10,000	0	-100.0%
ACD 46 WMD #80-19	10,000	2,544	7,456	10,000	0	-100.0%
WJD 2 Branch 1 /2 Repair #80-20	150,000	24,653	75,000	99,653	187,300	24.9%
AWJD 3 MT and Br 3 Repair #80-21	50,000	7,873	42,127	50,000	660,000	1220.0%
<b>Total-Projects</b>	<b>676,000</b>	<b>159,979</b>	<b>348,739</b>	<b>508,718</b>	<b>1,292,300</b>	<b>91.2%</b>
<b>Total - Ditch &amp; Creek</b>	<b>912,659</b>	<b>279,841</b>	<b>451,733</b>	<b>731,574</b>	<b>1,556,214</b>	<b>70.5%</b>

Draft preliminary 2019 budget

Rice Creek Watershed District  
Statement of Revenue and Expenditures - Lake Stream Management - 90

Account	2018 Annual Budget	YTD Thru 07/31/18	Projected 8/01-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Revenues</b>						
General Property Tax	261,088	0	255,866	255,866	284,575	9.0%
Bald Eagle WMD charge	65,000	39,804	25,196	65,000	65,000	0.0%
Grant BWSR CWL	0	0	0	0	0	0.0%
Investment Income	8,057	6,266	6,266	12,532	14,895	84.9%
Miscellaneous - Curly Leaf	0	1	0	1	0	0.0%
<b>Total Revenues</b>	<b>334,145</b>	<b>46,071</b>	<b>287,328</b>	<b>333,399</b>	<b>364,470</b>	<b>9.1%</b>
<b>Expenses</b>						
Wages-Lake & Stream	178,096	104,968	74,977	179,945	187,595	5.3%
Interns	5,896	2,164	1,546	3,710	6,132	4.0%
Benefits	21,273	6,071	15,202	21,273	23,716	11.5%
PERA Expense	13,306	7,310	5,221	12,531	14,015	5.3%
Payroll Taxes	14,075	8,538	6,099	14,637	14,820	5.3%
Office Supplies	1,059	285	750	1,035	1,059	0.0%
Supplies-Field	0	0	0	0	0	0.0%
Printing	275	0	200	200	275	0.0%
Rent	9,505	4,654	3,324	7,978	9,505	0.0%
Telecommunications	2,106	1,221	800	2,021	2,422	15.0%
Publications	110	0	100	100	110	0.0%
Training & Education	1,388	0	900	900	2,849	105.3%
Insurance & Bonds	2,510	2,541	300	2,841	3,030	20.7%
Postage	605	0	500	500	605	0.0%
Legal Notices	0	537	0	537	0	0.0%
Staff Travel	882	56	650	706	882	0.0%
Vehicle Expense	8,437	32	8,000	8,032	8,437	0.0%
Professional Services	0	208	0	208	15,000	0.0%
Legal Fees	1,000	666	300	966	1,000	0.0%
Engineering	5,000	0	5,000	5,000	5,000	0.0%
Education and Communication	10,000	260	9,740	10,000	10,000	0.0%
Equipment	1,500	0	1,000	1,000	1,500	0.0%
Equipment Lease	1,146	491	600	1,091	1,122	-2.1%
Repairs & Maintenance	0	0	0	0	0	0.0%
<b>Total-Administration</b>	<b>278,169</b>	<b>140,002</b>	<b>135,209</b>	<b>275,211</b>	<b>309,074</b>	<b>11.1%</b>
<b>Projects</b>						
BMP Cost-Share Program #90-01	162,000	47,212	114,788	162,000	212,000	30.9%
Lake & Stream Monitoring #90-04	250,000	70,091	125,000	195,091	225,000	-10.0%
TMDL Bald Eagle Lake #90-06	35,000	0	22,000	22,000	115,000	228.6%
Anoka Chain of Lakes TMDL #90-16	70,000	528	25,000	25,528	120,000	71.4%
Water Quality/TMDL Implementation #90-23	120,000	38,578	50,000	88,578	170,000	41.7%
Bald Eagle Lake WMD - 90-24	58,976	29,008	29,968	58,976	58,976	0.0%
Bald Eagle Lake Stormwater Reuse Project #90-25	10,000	110	9,890	10,000	10,000	0.0%
Carp Management Project #90-26	350,000	113,181	180,000	293,181	200,000	-42.9%
<b>Total-Projects</b>	<b>1,055,976</b>	<b>298,708</b>	<b>556,646</b>	<b>855,354</b>	<b>1,110,976</b>	<b>5.2%</b>
<b>Total - Lake &amp; Stream</b>	<b>1,334,145</b>	<b>438,710</b>	<b>691,855</b>	<b>1,130,565</b>	<b>1,420,050</b>	<b>6.4%</b>

Draft preliminary 2019 budget

Rice Creek Watershed District  
Statement of Revenue and Expenditures - District Facilities - 95

Account	2018 Annual Budget	YTD Thru 07/31/18	Projected 8/01-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Revenues</b>						
General Property Tax	198,792	0	194,816	194,816	197,902	-0.4%
Investment Income	1,208	910	910	1,820	2,098	73.7%
Miscellaneous	0	0	0	0	0	0.0%
<b>Total Revenues</b>	<b>200,000</b>	<b>910</b>	<b>195,726</b>	<b>196,636</b>	<b>200,000</b>	<b>0.0%</b>
Account	2018 Annual Budget	YTD Thru 07/31/18	Projected 8/01-12/31/18	Projected 2018 Total	2019 Preliminary Budget	% Difference between 2018 & 2019 Budgets
<b>Projects</b>						
Sediment Basin Maintenance- 95-01	100,000	2,940	7,060	10,000	100,000	0.0%
Structure Repair - 95-03	80,000	7,357	25,000	32,357	75,000	-6.3%
Easement Operation & Maint. - 95-04	20,000	2,993	17,007	20,000	25,000	25.0%
<b>Total-Projects</b>	<b>200,000</b>	<b>13,290</b>	<b>49,067</b>	<b>62,357</b>	<b>200,000</b>	<b>0.0%</b>
<b>Total - District Facilities</b>	<b>200,000</b>	<b>13,290</b>	<b>49,067</b>	<b>62,357</b>	<b>200,000</b>	<b>0.0%</b>

## **ITEMS REQUIRING BOARD ACTION**

2. Consider Bald Eagle Lake Water Management District - Certification of charges to counties - Decision/Resolution (Phil Belfiori)

**RESOLUTION 2018-26**

**RICE CREEK WATERSHED DISTRICT  
BOARD OF MANAGERS**

**CERTIFICATION OF CHARGES  
BALD EAGLE LAKE WATER MANAGEMENT DISTRICT**

Manager \_\_\_\_\_ offered the following resolution and moved its adoption, seconded by  
Manager \_\_\_\_\_:

WHEREAS on June 9, 2010, pursuant to Minnesota Statutes §103B.231, the Rice Creek Watershed District (District) Board of Managers adopted a revised Watershed Management Plan ("Plan"); and

WHEREAS the Plan establishes a water management district pursuant to Minnesota Statutes §103D.729 providing for a charge on properties riparian and with deeded access to Bald Eagle Lake ("Bald Eagle WMD"); and

WHEREAS in accordance with the Plan, the District has identified a 2019 Bald Eagle WMD implementation program with an estimated cost of \$65,000 and the District engineer, on the basis of charge criteria adopted by the Board of Managers, has determined the proper allocation of charges among properties within the Bald Eagle WMD necessary to support the implementation program; and

WHEREAS charges may be certified before October 15 of each year to county auditors to be collected as part of the tax levy/special assessments on said premises in the ensuing year;

THEREFORE BE IT RESOLVED by the Board as follows:

1. Table 1 attached hereto and made a part hereof by reference identifies parcels of real property lying within the charge area of the Bald Eagle WMD and the charge to each parcel for the 2019 implementation program.
2. The Board authorizes and directs the District Administrator, before the certifications are submitted, to confirm that the charges are consistent with the most recent parcel records available, to make any necessary adjustments on the basis of those records pursuant to established charge criteria, and after certification to report to the Board on any adjustments made.
3. The Board hereby certifies said list, as it may be adjusted by the Administrator, and requests that the Anoka County Auditor, Ramsey County Auditor, and Washington County Auditor include in the real estate taxes/assessments due the amounts set forth in Table 1 with taxes/assessments due and payable.

4. The District Administrator is directed to tender a certified copy of this Resolution to the Anoka, Ramsey, and Washington County Departments of Property Records and Revenue along with the identified parcels in a form as prescribed by each County, and to take such further steps as are required to effect the collection of charges provided herein.

The question was on the adoption of the Resolution and there were \_\_ yeas and \_\_ nays as follows:

	<u>Yea</u>	<u>Nay</u>	<u>Absent</u>
WALLER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HAAKE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BRADLEY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WAGAMON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PREINER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote, the Chair declared the Resolution \_\_\_\_\_.

\_\_\_\_\_  
Michael Bradley, Secretary

Dated: September 12, 2018

\* \* \* \* \*

I, Michael Bradley, Secretary of the Rice Creek Watershed District, do hereby certify that I have compared the above resolution with the original thereof as the same appears of record and on file with the District and find the same to be a true and correct transcript thereof.

IN TESTIMONY WHEREOF, I have hereunto set my hand this 12th day of September, 2018.

\_\_\_\_\_  
Michael Bradley, Secretary

Table 1

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
Anoka County

PIN	Building Number	Street Name	City	Acres	Charge
003-363122110001	6325	BALD EAGLE BLVD W	LINO LAKES	38.87	150
003-363122430004	2217	FOXTAIL CT	LINO LAKES	1.45	75
003-363122430024	6141	WOODCHUCK CIR	LINO LAKES	1.29	75
003-363122440012	6051	WOODCHUCK CIR	LINO LAKES	1.07	75
003-363122430016	6158	FOXTAIL DR	LINO LAKES	1.08	75
003-363122430018	6118	FOXTAIL DR	LINO LAKES	1.18	75
003-363122440011	6037	WOODCHUCK CIR	LINO LAKES	1	75
003-363122430011	6071	FOXTAIL DR	LINO LAKES	1.03	75
003-363122140009	6275	BALD EAGLE BLVD W	LINO LAKES	2.28	150
003-363122430008	2214	FOXTAIL CT	LINO LAKES	1.27	75
003-363122440017	6067	BALD EAGLE BLVD W	LINO LAKES	1	75
003-363122430022	6016	FOXTAIL DR	LINO LAKES	1.04	75
003-363122440002	6129	BALD EAGLE BLVD W	LINO LAKES	2.51	150
003-363122410001	6117	BALD EAGLE BLVD W	LINO LAKES	1.05	75
003-363122420001	2220	WOODCHUCK CT	LINO LAKES	1	75
003-363122420003	2240	WOODCHUCK CT	LINO LAKES	1.39	75
003-363122440010	6007	BALD EAGLE BLVD W	LINO LAKES	1.09	75
003-363122410012	6185	PARTRIDGE CT	LINO LAKES	1.21	75
003-363122410015	6179	PARTRIDGE CT	LINO LAKES	1.2	75
003-363122340018	2189	ASH ST	LINO LAKES	1.25	75
003-363122410008	6171	WOODCHUCK CIR	LINO LAKES	1.08	75
003-363122420004	2250	WOODCHUCK CT	LINO LAKES	1.6	75
003-363122420006	2270	WOODCHUCK CT	LINO LAKES	1.12	75
003-363122410022			LINO LAKES	0.9	150
003-363122410021			LINO LAKES	0.58	150
003-363122430001	6125	FOXTAIL DR	LINO LAKES	1.06	75
003-363122430006	2205	FOXTAIL CT	LINO LAKES	1.14	75
003-363122440022	6080	WOODCHUCK CIR	LINO LAKES	1	75
003-363122410007	6165	WOODCHUCK CIR	LINO LAKES	1.13	75
003-363122410005	6164	WOODCHUCK CIR	LINO LAKES	1.03	75
003-363122440021	6100	WOODCHUCK CIR	LINO LAKES	1.06	75
003-363122440018	6087	BALD EAGLE BLVD W	LINO LAKES	1.08	75
003-363122430005	2215	FOXTAIL CT	LINO LAKES	1.17	75
003-363122440001	6121	BALD EAGLE BLVD W	LINO LAKES	3.27	150
003-363122430019	6088	FOXTAIL DR	LINO LAKES	1.25	75
003-363122430012	6051	FOXTAIL DR	LINO LAKES	1.21	75
003-363122410004	6170	WOODCHUCK CIR	LINO LAKES	1.09	75
003-363122430013	6019	FOXTAIL DR	LINO LAKES	1	75
003-363122430015	2205	ASH ST	LINO LAKES	1.03	75
003-363122430014	2217	ASH ST	LINO LAKES	1	75
003-363122440016	6047	BALD EAGLE BLVD W	LINO LAKES	1.04	75
003-363122430010	2238	FOXTAIL CT	LINO LAKES	1.1	75
003-363122430009	2218	FOXTAIL CT	LINO LAKES	1.1	75
003-363122430017	6138	FOXTAIL DR	LINO LAKES	1.02	75
003-363122410020			LINO LAKES	0.5	150
003-363122430020	6068	FOXTAIL DR	LINO LAKES	1.17	75
003-363122440015	6060	WOODCHUCK CIR	LINO LAKES	1.08	75
003-363122430003	2227	FOXTAIL CT	LINO LAKES	1.38	75
003-363122430002	2239	FOXTAIL CT	LINO LAKES	1.21	75
003-363122410003	6184	WOODCHUCK CIR	LINO LAKES	1.15	75
003-363122440020	6140	WOODCHUCK CIR	LINO LAKES	1.27	75

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
Anoka County

PIN	Building Number	Street Name	City	Acres	Charge
003-363122410019			LINO LAKES	0.45	150
003-363122420005	2260	WOODCHUCK CT	LINO LAKES	1.3	75
003-363122440019	6107	BALD EAGLE BLVD W	LINO LAKES	1.18	75
003-363122430007	2206	FOXTAIL CT	LINO LAKES	1.47	75
003-363122410006	6160	WOODCHUCK CIR	LINO LAKES	1.25	75
003-363122430025	6155	WOODCHUCK CIR	LINO LAKES	1.01	75
003-363122430021	6048	FOXTAIL DR	LINO LAKES	1.02	75
003-363122420002	2230	WOODCHUCK CT	LINO LAKES	1.07	75
003-363122430023	2261	ASH ST	LINO LAKES	1.5	75
003-363122410002	6127	BALD EAGLE BLVD W	LINO LAKES	1.22	75
003-363122340017	2197	ASH ST	LINO LAKES	1.25	75
003-363122410014	6181	PARTRIDGE CT	LINO LAKES	1.1	75
003-363122410013	6183	PARTRIDGE CT	LINO LAKES	1.11	75
003-363122410011	6185	WOODCHUCK CIR	LINO LAKES	1.03	75
003-363122410018			LINO LAKES	0.26	150
003-363122410009	6175	WOODCHUCK CIR	LINO LAKES	1.2	75
003-363122410010	6181	WOODCHUCK CIR	LINO LAKES	1.05	75
003-363122140002	6225	BALD EAGLE BLVD W	LINO LAKES	0.31	150
003-363122140001	6223	BALD EAGLE BLVD W	LINO LAKES	9.98	150
003-363122410016			LINO LAKES	0.01	150
003-363122140003			LINO LAKES	0.09	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
 Ramsey County

PIN	Building Number	Street Name	City	Acres	Charge
123-033022440016	5630	BALD EAGLE BLVD W	White Bear Township	0.38	150
123-033022440004	5610	BALD EAGLE BLVD W	White Bear Township	0.59	150
123-113022230030	5335	BALD EAGLE BLVD W	White Bear Township	0.96	150
123-113022410047	5246	DIVISION ST	White Bear Township	0.25	75
123-023022410002	5749	BIRCH RD	White Bear Township	0.4	150
123-023022220039	5926	HOBE LN	White Bear Township	0.56	150
123-023022220049	5989	HOBE LN	White Bear Township	0.56	75
123-103022110014	5437	BALD EAGLE BLVD W	White Bear Township	0.22	150
123-023022220028	5982	HOBE CT N	White Bear Township	0.96	150
123-103022110013	5443	BALD EAGLE BLVD W	White Bear Township	0.2	150
123-113022420026	5218	BALD EAGLE BLVD E	White Bear Township	0.25	150
123-123022220126	5482	BALD EAGLE DR	White Bear Township	0.48	150
123-023022230006	5860	HOBE LN	White Bear Township	1.14	150
123-123022220034	5468	BALD EAGLE BLVD E	White Bear Township	0.14	150
123-023022220001	5994	BALD EAGLE BLVD W	White Bear Township	0.4	75
123-013022330023	0	HUGO RD	White Bear Township	0.57	150
123-113022320029	5305	BALD EAGLE BLVD W	White Bear Township	1.15	150
123-023022130002	5817	LAKE AVE	White Bear Township	0.42	150
123-023022230016	5827	HOBE LN	White Bear Township	0.41	75
123-113022110002	5436	BALD EAGLE BLVD E	White Bear Township	0.36	150
123-113022420006	2134	PARK AVE	White Bear Township	0.34	75
123-113022420016	5264	BALD EAGLE BLVD E	White Bear Township	0.56	150
123-023022140013	5767	LAKE AVE	White Bear Township	0.19	150
123-023022220017	5931	HOBE LN	White Bear Township	0.34	75
123-023022230015	5875	HOBE LN	White Bear Township	0.38	75
123-123022220113	2341	TAYLOR AVE	White Bear Township	0.66	150
123-023022120004	3	BALD EAGLE PT	White Bear Township	0.93	150
123-013022330021	5533	HUGO RD	White Bear Township	0.33	150
123-113022140089	0	BALD EAGLE BLVD E	White Bear Township	0.31	150
123-113022410042	5200	DIVISION ST	White Bear Township	0.28	75
123-023022410034	5707	ORCHARD AVE	White Bear Township	0.65	150
123-113022420017	5258	BALD EAGLE BLVD E	White Bear Township	0.4	150
123-013022330012	5575	HUGO RD	White Bear Township	0.19	150
123-023022230030	5847	HOBE LN S	White Bear Township	0.73	150
123-033022440011	5550	BALD EAGLE BLVD W	White Bear Township	0.22	150
123-013022320005	5653	HUGO RD	White Bear Township	0.07	150
123-023022410035	5697	ORCHARD AVE	White Bear Township	0.57	150
123-113022230024	5315	BALD EAGLE BLVD W	White Bear Township	0.53	150
123-113022310002	5215	BALD EAGLE BLVD W	White Bear Township	0.45	150
123-113022410064	5217	DIVISION ST	White Bear Township	0.28	75
123-033022140012	0	BALD EAGLE BLVD W	White Bear Township	0.1	150
123-113022230011	5343	BALD EAGLE BLVD W	White Bear Township	0.34	150
123-113022410065	5211	DIVISION ST	White Bear Township	0.25	75
123-113022140033	5376	BALD EAGLE BLVD E	White Bear Township	0.7	150
123-113022410041	5194	DIVISION ST	White Bear Township	0.28	75
123-113022410043	5210	DIVISION ST	White Bear Township	0.28	75
123-113022140032	5378	BALD EAGLE BLVD E	White Bear Township	0.4	150
123-023022220048	5960	BALD EAGLE BLVD W	White Bear Township	0.59	75
123-113022410060	5245	DIVISION ST	White Bear Township	0.26	75
123-023022420004	5723	BIRCH RD	White Bear Township	0.23	150
123-023022410037	5687	ORCHARD AVE	White Bear Township	0.26	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
 Ramsey County

PIN	Building Number	Street Name	City	Acres	Charge
123-023022230019	5837	HOBE LN	White Bear Township	0.35	75
123-023022120003	2	BALD EAGLE PT	White Bear Township	0.56	150
123-103022110007	5477	BALD EAGLE BLVD W	White Bear Township	0.48	150
123-113022420020	5248	BALD EAGLE BLVD E	White Bear Township	0.95	150
123-023022230004	5868	HOBE LN	White Bear Township	0.67	150
123-113022140034	5372	BALD EAGLE BLVD E	White Bear Township	1.37	150
123-033022440005	5610	BALD EAGLE BLVD W	White Bear Township	0.62	150
123-023022230029	5845	HOBE LN S	White Bear Township	0.82	150
123-123022220003	5512	SHADYSIDE LN	White Bear Township	0.26	150
123-113022140036	5355	EAST ST	White Bear Township	0.46	150
123-113022420068	5210	BALD EAGLE BLVD E	White Bear Township	0.46	150
123-023022230001	5882	HOBE LN	White Bear Township	0.43	150
123-023022220044	5890	HOBE LN	White Bear Township	0.38	150
123-023022420003	5727	BIRCH RD	White Bear Township	0.22	150
123-033022140009	5780	BALD EAGLE BLVD W	White Bear Township	1.26	150
123-113022230007	5353	BALD EAGLE BLVD W	White Bear Township	0.54	150
123-023022410003	5743	BIRCH RD	White Bear Township	0.39	150
123-023022120002	8	BALD EAGLE PT	White Bear Township	0.94	150
123-103022110011	5449	BALD EAGLE BLVD W	White Bear Township	0.21	150
123-113022230004	5365	BALD EAGLE BLVD W	White Bear Township	0.42	150
123-023022230023	5826	HOBE CT W	White Bear Township	1.25	150
123-013022330009	5587	HUGO RD	White Bear Township	0.16	150
123-023022220031	5970	HOBE LN	White Bear Township	1.02	150
123-113022140076	5403	EAST ST	White Bear Township	0.1	150
123-113022310005	5229	BALD EAGLE BLVD W	White Bear Township	0.45	150
123-023022140038	5777	LAKE AVE	White Bear Township	0.2	150
123-023022140007	5795	LAKE AVE	White Bear Township	0.2	150
123-023022230024	5836	HOBE LN	White Bear Township	1	150
123-113022140084	5320	BALD EAGLE BLVD E	White Bear Township	0.33	150
123-113022140085	0	BALD EAGLE BLVD E	White Bear Township	0.28	150
123-113022320081	5261	BALD EAGLE BLVD W	White Bear Township	0.66	150
123-023022220045	5918	HOBE LN	White Bear Township	0.91	150
123-013022330024	5641	HUGO RD	White Bear Township	0.15	150
123-023022230018	5869	HOBE LN	White Bear Township	0.38	75
123-023022230003	5872	HOBE LN	White Bear Township	0.59	150
123-113022310040	5243	BALD EAGLE BLVD W	White Bear Township	0.42	150
123-033022440012	5538	BALD EAGLE BLVD W	White Bear Township	0.26	150
123-023022410038	5683	ORCHARD AVE	White Bear Township	0.24	150
123-023022230012	5852	HOBE LN	White Bear Township	0.6	150
123-113022310006	5231	BALD EAGLE BLVD W	White Bear Township	0.39	150
123-113022230002	5385	BALD EAGLE BLVD W	White Bear Township	0.53	150
123-023022220024	5821	HOBE LN	White Bear Township	1.1	75
123-123022220033	5472	BALD EAGLE BLVD E	White Bear Township	0.18	150
123-113022140077	0	BALD EAGLE BLVD E	White Bear Township	0.21	150
123-023022220023	5811	HOBE LN	White Bear Township	1.13	75
123-113022110006	5422	BALD EAGLE BLVD E	White Bear Township	0.2	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
 Ramsey County

PIN	Building Number	Street Name	City	Acres	Charge
123-113022310039	5241	BALD EAGLE BLVD W	White Bear Township	0.42	150
123-023022410046	5719	ORCHARD AVE	White Bear Township	0.72	150
123-013022330005	5611	HUGO RD	White Bear Township	0.11	150
123-023022140004	5811	LAKE AVE	White Bear Township	0.36	150
123-113022410057	2141	PARK AVE	White Bear Township	0.22	75
123-023022220042	0	HOBE LN	White Bear Township	0.07	150
123-113022320087	5257	BALD EAGLE BLVD W	White Bear Township	0.66	150
123-113022320091	5281	BALD EAGLE BLVD W	White Bear Township	0.59	150
123-023022140005	5805	LAKE AVE	White Bear Township	0.16	150
123-023022220013	5941	HOBE LN	White Bear Township	0.42	75
123-013022320002	5669	HUGO RD	White Bear Township	0.07	150
123-013022330008	5593	HUGO RD	White Bear Township	0.15	150
123-023022230032	5818	HOBE CT W	White Bear Township	1.31	150
123-113022420019	5250	BALD EAGLE BLVD E	White Bear Township	0.42	150
123-103022110015	5435	BALD EAGLE BLVD W	White Bear Township	0.31	150
123-113022320083	5267	BALD EAGLE BLVD W	White Bear Township	0.55	150
123-113022110003	5432	BALD EAGLE BLVD E	White Bear Township	0.43	150
123-033022440001	5636	BALD EAGLE BLVD W	White Bear Township	0.29	150
123-113022420018	5254	BALD EAGLE BLVD E	White Bear Township	0.31	150
123-023022410047	5715	ORCHARD AVE	White Bear Township	0.41	150
123-023022220027	0	HOBE LN	White Bear Township	0.38	150
123-023022220026	0	HOBE LN	White Bear Township	0.65	150
123-023022120005	4	BALD EAGLE PT	White Bear Township	0.67	150
123-113022140043	5310	BALD EAGLE BLVD E	White Bear Township	0.23	150
123-033022140011	5770	BALD EAGLE BLVD W	White Bear Township	0.35	150
123-023022410033	5711	ORCHARD AVE	White Bear Township	0.45	150
123-113022230005	5361	BALD EAGLE BLVD W	White Bear Township	0.59	150
123-113022230006	5357	BALD EAGLE BLVD W	White Bear Township	0.48	150
123-103022110041	5505	BALD EAGLE BLVD W	White Bear Township	0.56	75
123-113022310038	5237	BALD EAGLE BLVD W	White Bear Township	0.42	150
123-013022340002	5541	HUGO RD	White Bear Township	0.51	150
123-023022230027	5850	HOBE LN	White Bear Township	1.07	150
123-113022110005	5428	BALD EAGLE BLVD E	White Bear Township	0.26	150
123-023022230014	5883	HOBE LN	White Bear Township	0.49	75
123-023022220007	5963	HOBE LN	White Bear Township	0.35	75
123-113022320079	5271	BALD EAGLE BLVD W	White Bear Township	0.78	150
123-023022220003	5974	HOBE LN	White Bear Township	0.58	75
123-123022220116	5492	BALD EAGLE BLVD E	White Bear Township	0.45	150
123-113022410101	5241	ELK ST	White Bear Township	0.47	150
123-103022110008	5469	BALD EAGLE BLVD W	White Bear Township	0.41	150
123-033022440006	5590	BALD EAGLE BLVD W	White Bear Township	0.91	150
123-113022140044	5308	BALD EAGLE BLVD E	White Bear Township	0.22	150
123-113022140057	0	BALD EAGLE BLVD E	White Bear Township	0.07	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
 Ramsey County

PIN	Building Number	Street Name	City	Acres	Charge
123-013022330014	5567	HUGO RD	White Bear Township	0.23	150
123-113022310004	5223	BALD EAGLE BLVD W	White Bear Township	1.07	150
123-123022220124	5520	SHADYSIDE LN	White Bear Township	0.82	150
123-023022230020	5863	HOBE LN	White Bear Township	0.46	75
123-023022140014	5761	LAKE AVE	White Bear Township	0.17	150
123-023022220029	5978	HOBE CT N	White Bear Township	0.74	150
123-033022140013	5862	BALD EAGLE BLVD W	White Bear Township	0.81	75
123-113022420022	5238	BALD EAGLE BLVD E	White Bear Township	0.56	150
123-023022420005	5719	BIRCH RD	White Bear Township	0.27	150
123-033022140005	5854	BALD EAGLE BLVD W	White Bear Township	0.49	75
123-033022140006	5834	BALD EAGLE BLVD W	White Bear Township	0.54	75
123-023022120008	7	BALD EAGLE PT	White Bear Township	1.12	150
123-123022220117	5496	BALD EAGLE BLVD E	White Bear Township	0.24	150
123-013022330020	5535	HUGO RD	White Bear Township	0.5	150
123-113022110008	5406	BALD EAGLE BLVD E	White Bear Township	0.39	150
123-023022230002	5878	HOBE LN	White Bear Township	0.5	150
123-123022220031	5476	BALD EAGLE BLVD E	White Bear Township	0.46	150
123-023022230026	5846	HOBE LN	White Bear Township	1.02	150
123-103022110018	5415	BALD EAGLE BLVD W	White Bear Township	0.23	150
123-113022140035	5340	BALD EAGLE BLVD E	White Bear Township	1.14	150
123-113022420021	5242	BALD EAGLE BLVD E	White Bear Township	0.44	150
123-033022440017	5626	BALD EAGLE BLVD W	White Bear Township	0.41	150
123-033022440009	5560	BALD EAGLE BLVD W	White Bear Township	0.52	150
123-023022340015	1	BALD EAGLE ISLAND	White Bear Township	2.55	150
123-103022110042	1	BALD EAGLE ISLAND	White Bear Township	0.07	150
123-023022220034	5958	HOBE LN	White Bear Township	0.46	150
123-123022220118	5498	BALD EAGLE BLVD E	White Bear Township	0.19	150
123-023022410008	5701	BIRCH RD	White Bear Township	0.49	150
123-113022230001	5395	BALD EAGLE BLVD W	White Bear Township	0.38	150
123-113022420007	2126	PARK AVE	White Bear Township	0.35	75
123-023022230025	5842	HOBE LN	White Bear Township	1.01	150
123-113022320085	5291	BALD EAGLE BLVD W	White Bear Township	0.25	150
123-113022410063	5225	DIVISION ST	White Bear Township	0.28	75
123-123022220004	5510	SHADYSIDE LN	White Bear Township	0.25	150
123-113022320028	5297	BALD EAGLE BLVD W	White Bear Township	2.13	150
123-103022110049	0	CO RD H2	White Bear Township	0.27	75
123-113022320026	5287	BALD EAGLE BLVD W	White Bear Township	0.31	150
123-113022110007	5414	BALD EAGLE BLVD E	White Bear Township	0.27	150
123-123022220035	5466	BALD EAGLE BLVD E	White Bear Township	0.13	150
123-013022320009	5651	HUGO RD	White Bear Township	0.1	150
123-103022110044	5515	BALD EAGLE BLVD W	White Bear Township	0.6	75
123-113022140041	5318	BALD EAGLE BLVD E	White Bear Township	0.47	150
123-013022320003	5661	HUGO RD	White Bear Township	0.11	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
 Ramsey County

PIN	Building Number	Street Name	City	Acres	Charge
123-113022410045	5230	DIVISION ST	White Bear Township	0.28	75
123-013022330006	5605	HUGO RD	White Bear Township	0.12	150
123-113022130008	5280	BALD EAGLE BLVD E	White Bear Township	1.1	150
123-023022220012	5946	BALD EAGLE BLVD W	White Bear Township	0.45	75
123-033022440013	5530	BALD EAGLE BLVD W	White Bear Township	0.34	150
123-113022310048	5253	BALD EAGLE BLVD W	White Bear Township	0.47	150
123-023022410007	5707	BIRCH RD	White Bear Township	0.24	150
123-023022410040	5675	ORCHARD AVE	White Bear Township	0.24	150
123-013022330017	5543	HUGO RD	White Bear Township	0.28	150
123-013022330016	5555	HUGO RD	White Bear Township	0.28	150
123-023022230031	5848	HOBE LN	White Bear Township	1.95	150
123-023022230005	5864	HOBE LN	White Bear Township	0.69	150
123-123022220002	5515	SHADYSIDE LN	White Bear Township	0.43	150
123-113022110018	5384	BALD EAGLE BLVD E	White Bear Township	0.15	150
123-023022420002	5731	BIRCH RD	White Bear Township	0.22	150
123-113022410062	5233	DIVISION ST	White Bear Township	0.28	75
123-113022130002	5290	BALD EAGLE BLVD E	White Bear Township	0.46	150
123-023022410001	2140	OVERLAKE AVE	White Bear Township	0.44	150
123-023022140003	0	LAKE AVE	White Bear Township	0.26	150
123-123022220121	5474	BALD EAGLE BLVD E	White Bear Township	0.18	150
123-023022220010	5956	BALD EAGLE BLVD W	White Bear Township	0.45	75
123-113022230021	5331	BALD EAGLE BLVD W	White Bear Township	2.32	150
123-123022220123	5518	SHADYSIDE LN	White Bear Township	0.18	150
123-113022320090	5275	BALD EAGLE BLVD W	White Bear Township	0.58	150
123-023022220050	5942	HOBE LN	White Bear Township	1.31	150
123-103022110012	5447	BALD EAGLE BLVD W	White Bear Township	0.24	150
123-103022110016	5429	BALD EAGLE BLVD W	White Bear Township	0.33	150
123-023022220009	5959	HOBE LN	White Bear Township	0.37	75
123-113022140075	5300	BALD EAGLE BLVD E	White Bear Township	2.98	150
123-113022310041	5245	BALD EAGLE BLVD W	White Bear Township	0.31	150
123-023022220005	5967	HOBE LN	White Bear Township	0.38	75
123-013022330003	5623	HUGO RD	White Bear Township	0.26	150
123-023022410036	5691	ORCHARD AVE	White Bear Township	0.32	150
123-023022220038	5932	HOBE LN	White Bear Township	0.55	150
123-103022110045	5510	BALD EAGLE BLVD W	White Bear Township	0.07	150
123-103022140001	1770	CO RD H2 E	White Bear Township	0.46	75
123-103022110006	5485	BALD EAGLE BLVD W	White Bear Township	0.46	150
123-023022140037	5771	LAKE AVE	White Bear Township	0.19	150
123-033022140007	5830	BALD EAGLE BLVD W	White Bear Township	0.59	75
123-023022410006	5711	BIRCH RD	White Bear Township	0.25	150
123-023022220033	5960	HOBE LN	White Bear Township	0.56	150
123-113022410056	2151	PARK AVE	White Bear Township	0.39	75
123-113022420024	5222	BALD EAGLE BLVD E	White Bear Township	0.51	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
 Ramsey County

PIN	Building Number	Street Name	City	Acres	Charge
123-103022110043	5461	BALD EAGLE BLVD W	White Bear Township	0.43	150
123-023022220025	5891	HOBE LN	White Bear Township	0.53	75
123-113022230027	5371	BALD EAGLE BLVD W	White Bear Township	0.4	150
123-023022220002	5976	HOBE LN	White Bear Township	0.35	75
123-123022220119	5500	BALD EAGLE BLVD E	White Bear Township	0.49	150
123-013022330013	5571	HUGO RD	White Bear Township	0.2	150
123-113022420008	5246	BEAVER ST	White Bear Township	0.26	75
123-023022120011	6	BALD EAGLE POINT	White Bear Township	1.17	150
123-013022330015	5563	HUGO RD	White Bear Township	0.24	150
123-023022130001	5839	LAKE AVE	White Bear Township	0.42	150
123-113022310037	5235	BALD EAGLE BLVD W	White Bear Township	0.47	150
123-023022230009	5858	HOBE LN	White Bear Township	1.07	150
123-023022120001	1	BALD EAGLE POINT	White Bear Township	0.59	150
123-023022220015	5939	HOBE LN	White Bear Township	0.33	75
123-113022410049	2160	PARK AVE	White Bear Township	0.29	75
123-013022330011	5579	HUGO RD	White Bear Township	0.17	150
123-123022220037	5462	BALD EAGLE BLVD E	White Bear Township	0.43	150
123-113022410061	5241	DIVISION ST	White Bear Township	0.27	75
123-113022310044	5211	BALD EAGLE BLVD W	White Bear Township	0.51	150
123-113022310049	5251	BALD EAGLE BLVD W	White Bear Township	0.56	150
123-023022220022	5795	HOBE LN	White Bear Township	0.34	75
123-113022410087	2142	PARK AVE	White Bear Township	0.34	75
123-023022410039	5677	ORCHARD AVE	White Bear Township	0.24	150
123-023022230007	0	UNASSIGNED	White Bear Township	0.16	150
123-033022140010	5776	BALD EAGLE BLVD W	White Bear Township	0.45	150
123-023022220043	0	HOBE LN	White Bear Township	0.18	150
123-023022410048	5671	ORCHARD AVE	White Bear Township	0.74	150
123-113022230025	5323	BALD EAGLE BLVD W	White Bear Township	0.19	150
123-023022230017	5831	HOBE LN	White Bear Township	0.37	75
123-013022330007	5599	HUGO RD	White Bear Township	0.31	150
123-113022410033	5237	ELK ST	White Bear Township	0.28	75
123-103022110017	5421	BALD EAGLE BLVD W	White Bear Township	0.43	150
123-023022410005	5713	BIRCH RD	White Bear Township	0.23	150
123-113022310003	5219	BALD EAGLE BLVD W	White Bear Township	0.62	150
123-033022140008	5800	BALD EAGLE BLVD W	White Bear Township	1.69	150
123-013022330022	5527	HUGO RD	White Bear Township	0.46	150
123-033022440014	5522	BALD EAGLE BLVD W	White Bear Township	0.22	150
123-023022230011	5854	HOBE LN	White Bear Township	0.46	150
123-113022420023	5226	BALD EAGLE BLVD E	White Bear Township	1.64	150
123-113022410046	5238	DIVISION ST	White Bear Township	0.28	75
123-023022140008	5789	LAKE AVE	White Bear Township	0.19	150
123-023022420001	5735	BIRCH RD	White Bear Township	0.21	150
123-113022420027	5214	BALD EAGLE BLVD E	White Bear Township	0.51	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
 Ramsey County

PIN	Building Number	Street Name	City	Acres	Charge
123-033022440008	5564	BALD EAGLE BLVD W	White Bear Township	0.44	150
123-023022140010	5783	LAKE AVE	White Bear Township	0.19	150
123-033022440003	5616	BALD EAGLE BLVD W	White Bear Township	0.5	150
123-023022220030	5972	HOBE CT N	White Bear Township	1.09	150
123-123022220120	5464	BALD EAGLE BLVD E	White Bear Township	0.19	150
123-023022230022	5822	HOBE CT W	White Bear Township	1.05	150
123-033022440007	5578	BALD EAGLE BLVD W	White Bear Township	0.45	150
123-113022140059	5304	BALD EAGLE BLVD E	White Bear Township	1.44	150
123-113022230012	5339	BALD EAGLE BLVD W	White Bear Township	0.51	150
123-023022220035	5950	HOBE LN	White Bear Township	0.95	150
123-113022230010	5345	BALD EAGLE BLVD W	White Bear Township	0.34	150
123-013022330002	5633	HUGO RD	White Bear Township	0.24	150
123-023022120010	5	BALD EAGLE PT	White Bear Township	1.05	150
123-023022220011	5955	HOBE LN	White Bear Township	0.45	75
123-033022440010	5552	BALD EAGLE BLVD W	White Bear Township	0.4	150
123-103022110048	5405	BALD EAGLE BLVD W	White Bear Township	0.43	150
123-113022140042	5314	BALD EAGLE BLVD E	White Bear Township	0.25	150
123-013022330010	5583	HUGO RD	White Bear Township	0.18	150
123-013022320004	5657	HUGO RD	White Bear Township	0.15	150
123-113022110017	5392	BALD EAGLE BLVD E	White Bear Township	0.48	150
123-023022230010	5856	HOBE LN	White Bear Township	0.67	150
123-013022330004	5617	HUGO RD	White Bear Township	0.14	150
123-023022220032	5962	HOBE LN	White Bear Township	1.61	150
123-113022420009	5244	BEAVER ST	White Bear Township	0.27	75
123-023022140009	5785	LAKE AVE	White Bear Township	0.2	150
123-023022410004	5717	BIRCH RD	White Bear Township	0.26	150
123-113022230026	5325	BALD EAGLE BLVD W	White Bear Township	0.29	150
123-033022140001	5828	BALD EAGLE BLVD W	White Bear Township	8.98	150
123-113022130001	5294	BALD EAGLE BLVD E	White Bear Township	0.54	150
123-023022140006	5803	LAKE AVE	White Bear Township	0.18	150
123-113022230029	5347	BALD EAGLE BLVD W	White Bear Township	0.41	150
123-113022230028	5351	BALD EAGLE BLVD W	White Bear Township	0.55	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
Washington County

PIN	Building Number	Street Name	City	Acres	Charge
163-3103121330001			HUGO	2.64	150
163-3103121340008	12164	EVERTON AVE N	HUGO	0.56	150
163-3103121310017	12357	ETHAN AVE N	HUGO	1	75
163-3103121310029	12398	EVERTON CIR N	HUGO	0.69	75
163-3103121310020			HUGO	0.47	75
163-3103121310022			HUGO	0.1	150
163-3103121310015	12471	ETHAN AVE N	HUGO	1.03	75
163-3103121240030	4729	126TH STREET CT N	HUGO	0.98	75
163-3103121130010	4859	126TH ST N	HUGO	1	75
163-3103121220004	4510	129TH ST N	HUGO	0.48	150
163-3103121220002	4486	129TH ST N	HUGO	0.68	150
163-3103121220010	4394	129TH ST N	HUGO	2.04	150
163-3103121330004			HUGO	0.69	150
163-3103121330002			HUGO	0.31	150
163-3103121330003			HUGO	0.49	150
163-3103121340009			HUGO	2.69	150
163-3103121240014	4776	126TH ST N	HUGO	1.03	75
163-3103121240015	4756	126TH ST N	HUGO	1.02	75
163-3103121240038	4669	126TH ST N	HUGO	0.98	75
163-3103121310028	12416	EVERTON CIR N	HUGO	0.68	75
163-3103121310026	12466	EVERTON CIR N	HUGO	1.11	75
163-3103121310014	12497	ETHAN AVE N	HUGO	1.1	75
163-3103121240029	4735	126TH STREET CT N	HUGO	1.06	75
163-3103121240018	12675	ETHAN AVE N	HUGO	1.01	75
163-3103121210010	12796	ETHAN AVE N	HUGO	1.32	150
163-3103121210012	12852	ETHAN AVE N	HUGO	1.34	150
163-3103121220001	4524	129TH ST N	HUGO	1.33	150
163-3103121340014	12122	EVERTON AVE N	HUGO	0.81	150
163-3103121310033	4760	122ND ST N	HUGO	1.18	75
163-3103121310032	12314	EVERTON CIR N	HUGO	0.74	75
163-3103121310031	12336	EVERTON CIR N	HUGO	0.68	75
163-3103121240009	12590	ETHAN AVE N	HUGO	1.9	150
163-3103121130011	4829	126TH ST N	HUGO	1	75
163-3103121240003	12714	ETHAN AVE N	HUGO	1.05	150
163-3103121130005	4826	126TH ST N	HUGO	1.03	75
163-3103121210008			HUGO	1.21	150
163-3103121210011	12812	ETHAN AVE N	HUGO	3.3	150
163-3103121210013	12862	ETHAN AVE N	HUGO	1.29	150
163-3103121310019	12301	ETHAN AVE N	HUGO	0.95	75
163-3103121310018	12329	ETHAN AVE N	HUGO	1.12	75
163-3103121310024	12421	EVERTON CIR N	HUGO	0.69	75
163-3103121310025	12463	EVERTON CIR N	HUGO	0.9	75
163-3103121240026	4753	126TH STREET CT N	HUGO	1.09	75
163-3103121240035	12535	ETHAN AVE N	HUGO	1.02	75
163-3103121240027	4747	126TH STREET CT N	HUGO	1.19	75
163-3103121240025	4759	126TH STREET CT N	HUGO	0.89	75
163-3103121240034	12559	ETHAN AVE N	HUGO	1.01	75
163-3103121240024	4765	126TH STREET CT N	HUGO	0.98	75
163-3103121240016	4736	126TH ST N	HUGO	0.98	75
163-3103121240001	12742	ETHAN AVE N	HUGO	1.3	150
163-3103121330006	6020	BALD EAGLE BLVD	HUGO	0.76	150

2019 Tax Year Bald Eagle Lake Watershed Management District Charges  
Washington County

PIN	Building Number	Street Name	City	Acres	Charge
163-3103121330005			HUGO	1.13	150
163-3103121310002	4720	122ND ST N	HUGO	0.98	150
163-3103121310003	12277	ETHAN AVE N	HUGO	1.16	150
163-3103121310030	12372	EVERTON CIR N	HUGO	0.69	75
163-3103121340010	12096	EVERTON AVE N	HUGO	0.47	150
163-3103121310010			HUGO	0.12	150
163-3103121310027	12442	EVERTON CIR N	HUGO	0.92	75
163-3103121310004			HUGO	0.34	150
163-3103121240028	4741	126TH STREET CT N	HUGO	0.98	75
163-3103121240010	12568	ETHAN AVE N	HUGO	1.87	150
163-3103121240037	12579	ETHAN AVE N	HUGO	1.1	75
163-3103121240023	4771	126TH STREET CT N	HUGO	1	75
163-3103121240012	12598	ETHAN AVE N	HUGO	1.79	150
163-3103121240006	12646	ETHAN AVE N	HUGO	1.04	150
163-3103121240021	4779	126TH ST N	HUGO	1.01	75
163-3103121240004	12686	ETHAN AVE N	HUGO	1.02	150
163-3103121210009	12776	ETHAN AVE N	HUGO	0.92	150
163-3103121210007	12895	ETHAN AVE N	HUGO	7.18	150
163-3103121340011	12056	EVERTON AVE N	HUGO	0.33	150
163-3103121330007	6026	BALD EAGLE BLVD W	HUGO	0.94	150
163-3103121340012	12152	EVERTON AVE N	HUGO	1.01	150
163-3103121340002	4733	122ND ST N	HUGO	1.09	150
163-3103121340007	12136	EVERTON AVE N	HUGO	0.52	150
163-3103121340005	4749	122ND ST N	HUGO	0.47	150
163-3103121310001	12255	ETHAN AVE N	HUGO	1.04	150
163-3103121310008			HUGO	0.18	150
163-3103121310023	12389	EVERTON CIR N	HUGO	0.74	75
163-3103121310016	12413	ETHAN AVE N	HUGO	1.06	75
163-3103121310007			HUGO	0.2	150
163-3103121310005			HUGO	0.31	150
163-3103121240036	12521	ETHAN AVE N	HUGO	1	75
163-3103121240008			HUGO	0.11	150
163-3103121240017	4696	126TH ST N	HUGO	1.02	75
163-3103121130003	4886	126TH ST N	HUGO	1.01	75
163-3103121240031	4699	126TH ST N	HUGO	0.96	75
163-3103121240022	4775	126TH STREET CT N	HUGO	0.91	75
163-3103121130004	4856	126TH ST N	HUGO	1.01	75
163-3103121240002	12746	ETHAN AVE N	HUGO	1.44	150
163-3103121240005	12666	ETHAN AVE N	HUGO	1.01	150
163-3103121240013	4796	126TH ST N	HUGO	1	75
163-3103121220003	4444	129TH ST N	HUGO	0.64	150
163-3103121220011	12997	ELMCREST AVE N	HUGO	3.21	150

# Technical Memorandum

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**To:** Phil Belfiori, Administrator  
RCWD

**From:** Joe Lewis, P.E.

**Through:** Chris Otterness, P.E.  
Houston Engineering, Inc.

**Subject:** Bald Eagle Lake Watershed Management District Charge Development

**Date:** September 5, 2018

**Project:** HEI Project No. R185555-091

## INTRODUCTION

The provision for collection of charges under MS 103D.729 gives a Watershed District, through the amendment of its plan or during an update to the WMP, the authority to establish one or more Water Management Districts (WMD) for the purpose of collecting revenues and paying the costs of projects initiated under sections 103B.231, 103D.601, 103D.605, 103D.611, or 103D.730. The establishment of a WMD requires the description of the methods used to determine the charges. These methods were included in the Watershed Management Plan adopted by the Board of Managers through resolution 2010-015 on June 9, 2010. The methods for determining charge amounts for the Bald Eagle Lake Water Management District (BEL-WMD) are further described by this Memorandum for the purpose of certification to Anoka, Ramsey, and Washington Counties.

The Watershed Management Plan identifies a 12-year period for the WMD. The collection of revenue began in 2010 and will continue until 2021. The amount collected per year has been and will continue to be approximately \$58,000 over the remaining 3 years of the WMD. It's anticipated that approximately \$696,000 will be collected over the 12-year period.

## PARCEL CHANGES AND SPECIAL ADJUSTMENTS

The amount collected annually depends in part upon the number of parcels within the boundary of the BEL-WMD. Parcels change annually because of splits, joins and other administrative procedures. The parcels were reviewed between the 2018 and 2019 tax years. No parcel changes were observed during the review. However, two parcels in Ramsey County (PIN: 123-113022230029 and 123-113022230028) were identified as adjacent to Bald Eagle Lake with direct access but have not been previously charged. Both have been added to the list for the 2019 tax year. One Washington County parcel (PIN: 163-3103121240007), a narrow undeveloped strip of land, is in tax forfeited

status. It has been listed in the charge memo since 2010 but nothing has been collected and has been removed from the 2019 tax year list as it is unlikely to change from its tax status.

The parcel charges also reflect two special adjustments. Per Board direction (on April 20, 2010) the parcel with PIN 163-3103121220006 owned by Robin Langer (6325 W. Bald Eagle Blvd, Lino Lakes, MN) that straddles Anoka and Washington Counties and is unbuildable is assigned no charge. During the March 2011 Board of Managers Workshop, the Board by consensus directed Houston Engineering to adjust the charge for an unbuildable lot in Hugo, PIN 163-3103121340013, to zero.

## COUNTY CONTACT INFORMATION

**Table 1** lists the county representatives that the PIN and associated charge amounts must be sent to following the Board of Manager’s approval. After the BEL-WMD charges are entered into the respective county’s tax system, the counties typically provide the draft WMD charge amounts to the District for review before the yearly tax statements are distributed.

**Table 1** – County Contact Person for BEL-WMD Charges

County	Name	Phone	Email
Anoka	Larysa Matzek	(763)-323-5426	Larysa.Matzek@co.anoka.mn.us
Ramsey	John Fohrenkamm	(651) 266-2041	John.Fohrenkamm@co.ramsey.mn.us
Washington	Heather Bryant	(651)-430-6757	Heather.Bryant@co.washington.mn.us

## SUMMARY OF CHARGE METHOD

The BEL-WMD includes properties within Anoka, Ramsey and Washington Counties. The current parcel information from the Metropolitan Council available in August of 2018 was used. The properties included in the BEL-WMD are limited to riparian properties with direct access to Bald Eagle Lake and those properties that have deeded access to Bald Eagle Lake. The information about deeded properties having access to the lake were provided by the lake association.

The method to determine the per parcel charge generally consists of evaluating and establishing the runoff characteristics, including the volume or quantity of runoff and the quality of the runoff (expressed in terms of total phosphorus), for each riparian and deeded access parcel. The amount of revenue needed on an annual basis is then allocated in proportion to the runoff volume and total phosphorus load from a parcel compared to the total runoff volume and total phosphorus load from all parcels. The maximum amount of revenue collected per year is \$65,000 or the amount resulting from capping the charge to parcels with direct access at \$150 and those with deeded access at \$75, whichever is less.

The initial charge per parcel is based upon the proportion of the runoff volume for each parcel compared to the total runoff volume from all the parcels in the WMD. The annual runoff volume for

each parcel was estimated using the SCS curve number method. A curve number for each parcel was computed based upon the soil type and land use. Soil information was obtained from the Soil Survey Geographic (SSURGO) database and land use was primarily based upon parcel size. All parcels were classified as single family residential land use. Parcels exceeding 2 acres in size were assumed to have a lower proportion of impervious surface and assigned a curve number corresponding to a 2 acre lot size, while parcels less than 2 acres in size were assumed to have a greater proportion of impervious surface and assigned a curve number corresponding to a 1/3 acre lot size. **Table 2** shows how curve numbers were assigned to the various combinations of land use and hydrologic soil group. An average annual precipitation depth of 30-inches was used to compute the average annual runoff volume from each parcel and an average phosphorus concentration of 0.3 mg/l was used to determine the average annual phosphorus load from each parcel (since all parcels were classified as single family residential this assumption does not affect the charge calculation).

**Table 2 - Runoff Curve Numbers for Urban Areas**

Residential district by average lot size	Curve numbers for hydrologic soil group			
	A	B	C	D
1/3 acre lot size	57	72	81	86
2 acre lot size	46	65	77	82

\*Source: Urban Hydrology for Small Watersheds TR-55, USDA-NRCS, June 1986.

Each parcel’s respective percentage of the total runoff volume and phosphorus load from all of the BEL-WMD parcels was applied to the total annual revenue goal of \$65,000 to determine individual parcel charges. If the initial charge based upon the proportion of runoff exceeded \$150 for those parcels with direct access and \$75 for those parcels with deeded access, a limit was imposed by establishing a “cap.” The amount paid by the remaining parcels under the cap were then increased. Once the cap amounts were applied to all parcels, the revenue was below of the goal of \$65,000. Therefore, all parcels will receive the cap amount charge. With every parcel charged the capped amount, the revenue to be collected in 2019 is \$58,050. **Table 3** shows the amount of revenue generated by the WMD from each County.

**Table 3 –Summary of 2019 Tax Year Revenue per County**

County	Number of Parcels in BEL-WMD	Sum of Charge
Anoka	72	\$6,375
Ramsey	301	\$41,100
Washington	93	\$10,575

The attached list of parcels charges reflect the PIN revisions during the last year and should be considered final for the 2019 tax year based on the current parcel information.

## **ITEMS REQUIRING BOARD ACTION**

3. Consider Proposal for conducting Salary Survey.  
(Phil Belfiori)

**MEMORANDUM**  
**Rice Creek Watershed District**

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**To:** RCWD Board of Managers **Date:** September 6, 2018  
**From:** Phil Belfiori, Administrator  
**Subject:** Consideration of Consulting Services for Salary Administration

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**Background**

As was discussed at the August 6, 2018 workshop and approved at the August 8, 2018 Board meeting, the RCWD is partnering with South Washington Watershed District (SWWD) and Capitol Regional Watershed District (CRWD) to complete the actions identified in the Board approved RFQ for Human Resources Consulting Services for Salary Administration and Job Classifications (See attached). The key deliverable in Phase 1 of the RFQ is to develop an updated salary survey for calendar year 2019/20. The approved RFQ was sent out to three Human Resourced Consulting firms. Staff from SWWD, CRWD and RCWD then jointly held a meeting on Sept. 6, 2018 for the purpose of reviewing submitted proposals from 3 firms. Upon further discussion, Staff from the three WD's reached consensus on recommending to hire Gallagher Human Resources and Compensation Consulting Practice (See attached proposal).

**Recommendation**

RCWD staff recommends hiring Gallagher Human Resources and Compensation Consulting Practice to complete the Phase 1 objectives identified in the approved RFQ. Please note that Phase 2 activities as identified in the RFQ would be consider after completion of Phase 1 and would require a separate Board action.

**Proposed Motion**

Manager \_\_\_\_\_ moves to approved hiring Gallagher Human Resources and Compensation Consulting Practice to complete Phase 1 of the Board approved RFQ and authorizes the Administrator to approve a more detailed workplan that generally aligns with the attached proposal dated September 4, 2018.

**Attachment**

- Proposal from Gallagher Human Resources and Compensation Consulting Practice dated Sept. 4, 2018
- Approved RFQ for Human Resources Consulting Services for Salary Administration and Job Classifications



Insurance | Risk Management | Consulting

# Watershed Districts: Capitol Region Rice Creek South Washington

Human Resources Consulting  
Services for Salary Administration  
and Job Classifications

September 4, 2018

Mr. Ronnie Charles  
Managing Director | Public Sector  
Gallagher Human Resources & Compensation  
Consulting practice  
901 Marquette Ave. S., Suite 1900  
Minneapolis, MN 55402  
612.339.0919  
Ronnie\_Charles@ajg.com  
ajg.com

September 4, 2018

PERSONAL & CONFIDENTIAL

Melissa Imse  
Office Manager  
South Washington Watershed District  
2302 Tower Drive  
Woodbury, MN 55105

Dear Melissa Imse:

We appreciate the opportunity to present this proposal regarding services Gallagher's Human Resources & Compensation Consulting practice ("Gallagher") is able to offer Capitol Region, Rice Creek, and South Washington Watershed Districts (Districts). Gallagher is highly capable and qualified to work with the Districts based on our extensive experience with public sector organizations in Minnesota and across the country.

It is our understanding that the Districts are seeking a consultant for the purposes of providing salary administration and job classification services. We have prepared a proposal letter per your request and have organized it in the following sections:

- Understanding of Request
- Experience and Qualifications
- Consultant Assignments
- Similar Projects
- Proposed Work Plan
- Cost Proposal

We believe we will provide the Districts with the most ethnically diverse project team of any consulting practice in the country, which enhances the solutions and recommendations we will provide on this engagement. The questions and perspective provided by our team ensure we anticipate the many issues the Districts may face throughout this project, as well as the ongoing management of the revised structures.

We would consider it a privilege to serve the Districts in this capacity.

## UNDERSTANDING OF REQUEST

The Districts are requesting a firm to conduct a salary administration and job classification study in two phases: Phase I is to conduct a salary survey and update salary ranges as appropriate. The salary survey will be conducted to collect market salary information on 17 jobs. The resulting data will then be utilized to create custom salary structure solutions for each District.

Phase II is to review job families, levels, and corresponding job descriptions and update as appropriate; align job grades with the salary survey; and review current policy handbooks and recommend changes to ensure compliance with applicable laws. It is our understanding that some requests within this phase are of varying interest to each District, and more customized solutions will be required. Thus, we can develop detailed work plans and costs associated with this phase upon further discussion with each District.

## EXPERIENCE AND QUALIFICATIONS

Our Managing Directors and staff have assisted several hundred public sector clients. These projects have included from less than one hundred, to thousands of employees. We have included a sampling of clients we have assisted with similar needs in the 'Similar Projects' section.

## CONSULTANT ASSIGNMENTS

We will have one Project Manager, Mike Verdoorn, and one staff consultant, Megan Olson, assigned to this project. Both staff members are available to complete the work within the desired timeframe. Additional staff are available as appropriate or necessary to ensure the unique needs are met and customized solutions developed.

All of the staff as outlined above is available to be part of your project team. A sampling of staff resumes begin below.

### **James C. Fox, Ph.D., IPMA-SCP - Managing Director**

Dr. Fox serves as a Managing Director with the firm. He has been conducting classification and compensation studies for more than 30 years. Prior to forming the firm, he was a Partner in the firm of Ernst & Young LLP and headed up the firm's regional compensation practice, with national responsibility for the public-sector compensation practice.

**Ronnie E. Charles, SPHR, GPHR, IPMA-SCP - Managing Director**

Mr. Charles is a Managing Director with the firm. He is responsible for leading Gallagher's Public-Sector consulting practice in the eastern region of the United States. Mr. Charles has over 30 years of Public Sector HR experience including Chief Human Resources Officer (CHRO) experience most recently in the City of Baltimore with additional professional stints in the District of Columbia, State of Virginia, and City of Suffolk, Virginia. Mr. Charles has a Bachelor's Degree in Management from Saint Paul's City. Mr. Charles is a member of several professional organizations, including the International Public Management Association for Human Resources (IPMA-HR) and currently chairs the International IPMA-HR Professional Development Committee. In addition, Mr. Charles also currently serves as the Chair of the Human Resources Institute (HRCI). He brings vast experience in domestic U.S., International, and Global HR Compensation practices.

**Mike Verdoorn, MA-HRIR, CCP, IPMA-SCP - Principal Consultant**

Mr. Verdoorn will lead the coordination of the project. Mr. Verdoorn has been with Fox Lawson & Associates for 10 years, and is a former Compensation Analyst for Imation and the University of Minnesota. He has a Master's Degree in Human Resources and Industrial Relations from the University of Minnesota, and has earned his CCP certification from WorldatWork.

**Deeksha Garg, MA-HRIR - Consultant**

Ms. Garg will provide staff support during all phases of this study. Ms. Garg has a Bachelor's Degree in Psychology from Bangalore University, India and a Master's Degree in Human Resources and Industrial Relations from the University of Minnesota. She previously worked at Nielsen Company (India) as a consultant for 2 years and later joined Basix Microfinance (India) in talent acquisition.

**Megan Olson, MA-HRIR - Consulting Associate**

Ms. Olson will provide staff support during all phases of this study. She has provided job evaluation, classification, pay equity, compensation, and related consulting support for approximately 60 projects ranging from small compensation engagements to comprehensive classification and compensation studies. She has a Bachelor's Degree in Psychology from North Dakota State University and a Master's Degree in Human Resources and Industrial Relations from the University of Minnesota. Prior to joining Gallagher Benefit Services, she held project based roles in the nonprofit sector and with Ford Motor Company.

## SIMILAR PROJECTS

Our Managing Directors and staff have assisted several hundred public sector clients. These projects have included from less than one hundred, to thousands of employees. Below is a sampling of clients we have assisted with similar needs. These projects are relevant in demonstrating our ability to meet the needs of the Districts and show considerable experience developing classification and compensation systems for public sector organizations.

### **Red Lake Watershed District, MN**

We were retained by Red Lake Watershed District to update the job evaluation and compensation study conducted in 2012. The current study involves reviewing and updating job descriptions as necessary, applying job evaluation, conducting a market survey, and developing a pay structure that is market competitive. Myron Jesme, Administrator, 218-681-5800, [Myron.jesme@redlakewatershed.org](mailto:Myron.jesme@redlakewatershed.org)

### **City of Blaine, MN**

We are currently conducting a full classification and compensation study for all city positions through completion of position description questionnaires, job evaluations, and utilizing published survey sources. Sheri Chesness, Human Resources Manager, 763-717-2624, [schesness@blainemn.gov](mailto:schesness@blainemn.gov)

### **Carver County, MN**

In 2016, we completed a classification and compensation study for all County positions through completion of position description questionnaires, employee interviews, job evaluations and a market survey. Kerie Anderka, Employee Relations Director, 652-361-1570, [kanderka@co.carver.mn.us](mailto:kanderka@co.carver.mn.us)

### **City of Hopkins, MN**

In 2017, we conducted a full classification and compensation study for all city positions through completion of position description questionnaires, employee interviews, job evaluations and a market survey. Ari Lenz, Assistant City Manager, 952-548-6303, [alenz@hopkinsmn.com](mailto:alenz@hopkinsmn.com)

## PROPOSED WORK PLAN

The Districts have requested the following tasks in Phase I:

1. **Meet with the three Districts to determine what information is needed to be provided by each District such as job descriptions, current salaries, past salary surveys, organizational charts, and what levels and classes each of the present position titles.**
2. **Collect salary survey information from various published survey sources that are appropriate for the job classifications and responsibility levels established. Also collect salary data from four other Metro Watershed Organizations (Ramsey-Washington Metro Watershed District, Minnehaha Creek Watershed District, Riley-Purgatory-Bluff Creek Watershed District and Mississippi Watershed Management Organization)**
3. **Analyze the salary information and develop recommendations specific to each organization regarding proposed salary ranges (with salary zones) for each level.**
4. **Upon completion of the first draft, schedule meetings to discuss the proposed salary structure and determine if revisions are necessary. If appropriate, a second draft with revisions will be prepared and reviewed.**

Our significant experience has resulted in a comprehensive understanding of the scope of work described by the Districts. We have outlined our description of the scope of work and detailed work plan for Phase I. Detailed scope of work and costs for Phase II can be developed, as needed, upon discussions with each District.

### **Scope of Work**

#### **Project Administration**

This will be completed in Phase I (Project Administration) of the proposed project plan. We will meet with each District and request appropriate job descriptions, employee information, and other relevant job information. As part of this phase, we will have discussions to determine what job evaluation methodology each District is using to evaluate jobs and report to MN Pay Equity. This will aid us in determining how to develop subsequent salary structure recommendations.

As part of this phase, we will further discuss the unique needs of each District. If there is a desire to update job families and levels, as well as collect market salary information, we recommend conducting review and revision of job descriptions prior to the salary program

update. This ensures that District jobs are evaluated and placed into appropriate grades based on job content, and market data is not used as an attempt to justify certain evaluations for jobs.

### **Salary Survey**

This will be completed in Phase II (Salary Study) of the project plan. We will conduct a custom survey to collect salary data from comparable organizations. We will utilize published survey sources to supplement custom survey data.

### **Salary Ranges**

This will be completed in Phase II (Salary Study) of the project plan. We will work with each District to develop proposed salary ranges for levels. As discussed in Phase I, we will confirm and utilize the job evaluation methodology of each District in order to develop a structure that balances internal equity and external competitiveness. We will discuss the methods that can be utilized to place employees into the new salary structure.

### **Review Salary Structure**

This will be completed in Phase III (Project Finalization) of the project plan. We will work with each District to revise and finalize the recommended salary structures.

### **Detailed Work Plan**

Study Phase	Study Phase Activities
<b>I. Project Administration</b>	<ul style="list-style-type: none"> <li>• Collection of organization and salary material.</li> <li>• Review and discussion of each Districts' current classification and compensation systems.</li> <li>• Discussion with each District to determine priorities.</li> <li>• Confirmation of project timetable and scope for each District.</li> </ul>
<b>II. Salary Study</b>	<ul style="list-style-type: none"> <li>• Custom survey:               <ul style="list-style-type: none"> <li>○ Labor market confirmed and survey participants identified.</li> <li>○ Benchmark jobs identified and summarized.</li> <li>○ Custom survey developed and conducted.</li> </ul> </li> <li>• Integrate published survey sources:</li> </ul>

Study Phase	Study Phase Activities
	<ul style="list-style-type: none"> <li>○ Identify published survey sources.</li> <li>○ Collect market data from published survey sources.</li> <li>• The following activities will be performed on all data: <ul style="list-style-type: none"> <li>○ Competitive analysis performed.</li> <li>○ Diagnostic review of current salary structures conducted to identify opportunities for simplification.</li> <li>○ Recommended pay structure developed or existing structures updated.</li> </ul> </li> <li>• Place employees into the new salary structure using methodology selected by each District.</li> </ul>
<b>III. Project Finalization</b>	<ul style="list-style-type: none"> <li>• Quality assurance reviews conducted.</li> <li>• District review and feedback consolidated.</li> <li>• Salary structures finalized.</li> </ul>

## COST PROPOSAL

We understand the importance of this study as one of many strategies to address current human resource issues and appreciate the delicate nature of public sector spending. Therefore, we have proposed a sensible fee schedule that generates project results destined to add value to the Districts. The work plan proposed is designed to provide the flexibility necessary to attract, retain, and motivate employees to provide quality services and ensure the system is not an administrative and/or costly burden to the Districts now or in the future. Our fees to conduct the project outlined are estimated at \$6,000 per District, which includes review and discussion of with each District, development of a custom survey, and development of up to three implementation options per District. The fees do not include any onsite presentations.

\* \* \* \* \*

Sincerely,

A handwritten signature in black ink that reads "Ronnie Charles". The signature is written in a cursive style with a large, sweeping initial "R".

Ronnie Charles  
Managing Director

Consulting and insurance brokerage services to be provided by Gallagher Benefit Services, Inc. and/or its affiliate Gallagher Benefit Services (Canada) Group Inc. Gallagher Benefit Services, Inc. is a licensed insurance agency that does business in California as "Gallagher Benefit Services of California Insurance Services" and in Massachusetts as "Gallagher Benefit Insurance Services." Neither Arthur J. Gallagher & Co., nor its affiliates provide accounting, legal or tax advice.



**Gallagher**

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# *Request for Qualifications*

## Human Resources Consulting Services for Salary Administration and Job Classifications

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### **Background**

Capitol Region, Rice Creek, and South Washington Watershed Districts are updating salary administration programs with salary ranges for various job classifications and levels within the three Districts for calendar years 2019/2020. The previous salary survey was conducted in 2016, and served as the salary administration guideline for calendar years 2017/2018. The costs for these services have ranged between \$10,000 and \$20,000 in the past 6 years.

### **Project Objectives**

#### Phase I-Salary Program Update

- Meet with the three Districts to determine what information is needed to be provided by each District such as job descriptions, current salaries, past salary surveys, organizational charts, and what levels and classes each of the present position titles.
- Collect salary survey information from various published survey sources that are appropriate for the job classifications and responsibility levels established. Also collect salary data from four other Metro Watershed Organizations (Ramsey-Washington Metro Watershed District, Minnehaha Creek Watershed District, Riley-Purgatory-Bluff Creek Watershed District and Mississippi Watershed Management Organization)
- Analyze the salary information and develop recommendations specific to each organization regarding proposed salary ranges (with salary zones) for each level.
- Upon completion of the first draft, schedule meetings to discuss the proposed salary structure and determine if revisions are necessary. If appropriate, a second draft with revisions will be prepared and reviewed.

#### Phase 2-Review and Revise Job Descriptions

- Review current job families (Admin, Education, Tech Specialist, Program Manager) with job levels. Edit as necessary.
- Develop or revise current job descriptions to fit within the job families.
- Review the job grades and align with the salary survey
- Review current District policy handbook to provide recommended changes, updated policies, new policies and determine compliance with current State and Federal laws.

## Timing

August – Request for Qualifications

1<sup>st</sup> week September – Review Qualifications

September – Award Contract

November – Complete Survey

## Statement of Qualifications

This will be a qualification-based selection process. Proposals will only be considered from firms that have documented experience on similar projects and qualified personnel who are capable of providing the required services.

Statement of qualifications should include:

1. Statement of the firm's understanding of SWWD's request for proposals and human resources services and the firm's experiences and resources to complete the work identified above. Also include a cost estimate of the services provided.
2. Demonstrate firm's experience with the public sector.
3. Specific individual(s) who will provide human resources services including their professional qualifications, experience on similar projects and availability.
4. Recent similar projects successfully completed by the firm that demonstrate your ability to provide human resources consulting services.

Please provide the qualifications electronically. Qualifications shall be submitted to SWWD no later than **3:00 p.m. August 31st** to the following person and address:

Melissa Imse  
Office Manager  
South Washington Watershed District  
2302 Tower Drive  
Woodbury, MN 55105  
[melissa.imse@woodburymn.gov](mailto:melissa.imse@woodburymn.gov)

## Selection Criteria

A committee comprised of the three Watershed Districts will review the qualifications based on their ability to provide the scope of services. Upon receipt and review of the qualifications, the three Watershed Districts will recommend one firm, and bring to the full Board of Managers. After selection is made by the full Board, SWWD and the selected firm will develop a specific scope of services and budget.

## **ITEMS REQUIRING BOARD ACTION**

4. Consider Partial Payment #5 in the amount of \$542.28 to North Pine Aggregate, Inc. for work completed under this pay request related to the Anoka County Ditch 53-62 Branch 2 Repair Project. (Phil Belfiori)

Proposed Motion: Manager \_\_\_\_\_ moves to approve Partial Payment #5 in the amount of \$542.28 to North Pine Aggregate, Inc. for work completed under this pay request related to the Anoka County Ditch 53-62 Branch 2 Repair Project

# Technical Memorandum

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**To:** Phil Belfiori  
Tom Schmidt  
**From:** Garrett Monson, PE  
**Through:** Chris Otterness, PE  
**Subject:** Anoka County Ditch 53-62 Branch 2 Repair Project Partial Payment #5  
**Date:** August 21, 2018  
**Project:** R155555-255

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The purpose of this memorandum is to recommend Partial Payment #5 to North Pine Aggregate, Inc. for the Anoka County Ditch 53-62 Branch 2 Repair Project.

## Project Update

The contractor has substantially completed all work within the Contract. Work completed since last payment includes the replacing of additional curb and gutter that was determined to be damaged by the Project. Remaining items include completing permit and project closeout.

## Payment Application Review

We have reviewed the materials submitted by North Pine Aggregate, Inc. We have verified the items for which payment have been requested have been completed.

The following is a summary of payment:

Total Work Completed to date:	\$266,855.15
Less 2%* retainage:	\$ 5,337.10
<u>Less previous payments:</u>	<u>\$260,975.76</u>
Pay Request for this estimate:	\$ 542.28

\*We previously recommended a reduction in retainage from 5% to 2% based on the limited amount of remaining work.

A detailed summary of work completed, North Pine Aggregate's pay request, and partial payment certification are attached.

## Recommendation

We recommend authorization of Partial Payment #5 in the amount of \$542.28 to North Pine Aggregate, Inc. for work completed under this pay request.

## PARTIAL PAYMENT CERTIFICATION

OWNER: Rice Creek Watershed District  
ENGINEER: Houston Engineering Inc.

PROJECT: ACD 53-62 Branch 2 Repair Project  
CONTRACTOR: North Pine Aggregate, Inc.

PARTIAL PAYMENT: #5  
PERIOD OF ESTIMATE: 7/18/2017-8/8/2018

CONTRACT CHANGE ORDER SUMMARY		
No.	Deduction	Additions
1	\$5,737.20	\$37,408
<b>Totals</b>		
Net Change to Contract		\$31,670.80

CONTRACT TIME:	
Original Days:	289
Revisions:	N/A
Days Remaining:	0
On Schedule (y/n):	N
Starting Date:	September 15, 2017
Projected Completion:	June 30, 2018

ESTIMATE	
Original Contract Amount.....	\$ 222,140.55
Change Orders.....	\$ 31,670.80
Revised Contract Amount.....	\$ 253,811.35
Completed to Date Amount.....	\$ 266,855.15
Materials On-Site.....	\$ 0
Subtotal.....	\$ 266,855.15
Retainage.....	\$ 5,337.10
Previous Payments.....	\$ 260,975.76
Amount Due This Payment.....	\$ 542.28
(see attached breakdown)	

CONTRACTOR'S CERTIFICATION

The undersigned Contractor certifies that to the best of their knowledge, information and belief, the work covered by this payment estimate has been completed in accordance with the contract documents, that all amounts have been paid by the Contractor for work for which previous payment estimates were issued and for which payments were received from the Owner, and that current payment shown herein is now due.

RELEASE OF CLAIMS AND WAIVER OF LIEN: NOW THEREFORE, upon receipt of the above payment amount, the undersigned does hereby irrevocably releases and waives any and all claims for payment of any type for any work up through and including the date of this application, and irrevocably releases and waives all bond claims, construction liens, mechanic's liens, and/or other liens, or right to claim any against the above project or any part thereof.

Contractor: North Pine Aggregate, Inc.  
By: [Signature]  
Date: 8/21/18

ENGINEER'S CERTIFICATION

The undersigned certifies that the work has been carefully inspected and to the best of their knowledge and belief, the quantities shown in this estimate are correct and the work has been performed in accordance with the contract documents.

Engineer: Houston Engineering, Inc.  
By: [Signature]  
Date: 8-21-2018

OWNER'S APPROVAL

Owner: Rice Creek Watershed District  
By: \_\_\_\_\_  
Date: \_\_\_\_\_

**Partial Payment #5**  
Rice Creek Watershed District  
ACD 63-42 Branch 2 Repair Project

Blaine, MN

CONTRACT

Pay App #1  
Week: Thu 12/28/2017

Pay App #2  
Week: Thu 12/28/2017

Pay App #3  
Week: Thu 12/28/2017

Pay App #4  
Week: Thu 12/28/2017

Pay App #5  
Week: Thu 12/28/2017

Total

Item Number	Description	Units	Quantity	Unit Cost	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	Quantity	Amount	% Complete	Reloading
1	Mechanical	Lump Sum	1	\$28,950.00	\$28,950.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$1,980.72
2	Traffic Control	Lump Sum	1	\$2,500.00	\$2,500.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$75.00
3	Promote & Display of Inshore Culture	Lump Sum	28	\$13.75	\$385.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$0.00
4	Sublog and Record Callout	Lump Sum	1	\$0.00	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$0.00
5	Inventory and Permanent Relocations	Lump Sum	1	\$1,000.00	\$1,000.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$100.00
6	Chiving & Chipping (P)	Acin	4.3	\$5,000.00	\$21,250.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$1,000.00
7	Excavation of Existing Channel (P)	Lump Sum	11,261	\$3.75	\$42,028.75	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$4,202.88
8	Removal and Installation of Poles (P)	Lump Sum	11,262	\$0.65	\$7,320.30	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$732.03
9	Structural Path - Roadway	Each	2	\$4,700.00	\$9,400.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$470.00
10	Concrete Curb & Gutter (16'-12)	Lump Sum	130	\$74.56	\$9,692.80	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$969.28
11	16" RCP Culvert	Lump Sum	20	\$309.00	\$6,180.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$618.00
12	16" RCP New Culvert (Inventory)	Lump Sum	108	\$130.58	\$14,102.64	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$1,410.26
13	50" RCP Culvert	Lump Sum	50	\$182.00	\$9,100.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$910.00
14	50" RCP Pipe	Each	1	\$1,000.00	\$1,000.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$100.00
15	Joint Control Structure	Lump Sum	1	\$10,000.00	\$10,000.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$1,000.00
16	Impoundment	Cubic Yards	12	\$21.00	\$252.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$25.20
17	SWPP Documentation & Routing	Lump Sum	1	\$1,250.00	\$1,250.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$125.00
18	Shoring & Mucking (P)	Each	7.5	\$1,000.00	\$7,500.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$750.00
19	J&P Paving, Type PA	Lump Sum	100	\$3.25	\$325.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$32.50
20	Flow Control Barrier	Square Yard	600	\$1.65	\$990.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$99.00
				<b>Subtotal =</b>	<b>\$216,493.30</b>		<b>\$550.35</b>		<b>\$86,395.45</b>		<b>\$8,736.26</b>		<b>\$226,847.15</b>		<b>\$71,442.26</b>
<b>Change Order #1</b>															
1	Promote & Display of Existing Inshore Culture	Lump Sum	106	\$32.26	\$3,419.56	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$341.96
2	Install 16" RCP CLIR	Lump Sum	108	\$169.00	\$18,252.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$1,825.20
3	Install 16" RCP	Each	2	\$2,975.00	\$5,950.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	0.0	\$0.00	100.0%	\$595.00
				<b>Subtotal =</b>	<b>\$27,621.56</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$0.00</b>		<b>\$2,762.16</b>
				<b>Total =</b>	<b>\$244,114.86</b>		<b>\$550.35</b>		<b>\$86,395.45</b>		<b>\$8,736.26</b>		<b>\$226,847.15</b>		<b>\$71,442.26</b>

With 25-Reloading

Work Completed to Date = \$246,555.15  
Total Reloading = \$5,237.16  
Previous Payments = \$266,375.76  
Amount due this Request = \$542.28

## **ITEMS REQUIRING BOARD ACTION**

6. Consider Check Register dated September 12, 2018, in the amount of \$49,149.98 prepared by Redpath and Company.

Rice Creek Watershed District  
 Check Register  
 August 23, 2018 - September 12, 2018  
 To Be Approved at the September 12, 2018 Board Meeting

Check #	Date	Payee	Description	Amount	
22458	08/22/18	Allstream	Construction Expense	\$817.78	Issued 8/22/18
22459	08/22/18	Delta Dental	Employee Benefits	1,219.95	Issued 8/22/18
22460	08/22/18	Lenfer Automotive & Transmission	Vehicle Expense	808.15	Issued 8/22/18
22461	08/22/18	Metro Sales, Inc.	Equipment Lease	1,421.10	Issued 8/22/18
22462	08/22/18	Rinke Noonan	July Legal Fees	3,999.00	Issued 8/22/18
22463	08/22/18	Sun Life Financial	Employee Benefits	837.34	Issued 8/22/18
22464	09/12/18	Comcast	Telecommunications	139.85	
22465	09/12/18	U.S. Bank Equipment Finance	Equipment Lease	249.98	
22466	09/06/18	Delta Dental	Employee Benefits	160.20	Issued 9/6/18
Dir.Dep.	09/14/18	September 14th Direct Deposits	September 14th Direct Deposits	24,172.66	
EFT	09/04/18	Xcel Energy	Telecommunications	19.44	
EFT	09/14/18	Internal Revenue Service	09/14 Federal Withholding	7,998.44	
EFT	09/14/18	Minnesota Revenue	09/14 State Withholding	1,463.56	
EFT	09/14/18	Empowerment Retirement	09/14 Deferred Compensation	1,062.00	
EFT	09/14/18	PERA	09/14 PERA	4,780.53	
<b>Total</b>				<b>\$49,149.98</b>	

## **ITEMS FOR DISCUSSION AND INFORMATION**

1. District Engineer Update and Timeline.



## District Engineer - Monthly Project Report August 2018 Rice Creek Watershed District



Date Prepared: 5-Sep-18  
Prepared by: G. Monson & C. Otterness

Project Name	Estimated Budget	Cost to Date	Remaining Budget	Project Complete / Transfer Funds?	Estimated Progress Based on Work Completed	Percentage of Budget Utilized	Within Budget? (Y/N)	District Billed for Change in Services? (Y/N)	Initial Target Completion Date	Revised Target Completion Date	Items of Interest / Concern
Hansen Park Project - Phase 5 Construction Management	\$253,300	\$237,342	\$15,958	N	98%	94%	Y	N/A	30-Nov-18	N/A	The Contractor is continuing to complete final punchlist items.
GIS Viewer and Permit Database Maintenance and Web Hosting	\$21,500	\$4,863	\$16,637	N	42%	23%	Y	N/A	31-Dec-18	N/A	We continue to update GIS layers as they are available.
Certification of Charges Bald Eagle Lake Water Management District - 2018	\$3,700	\$2,763	\$937	N	90%	75%	Y	N/A	31-Dec-18	N/A	A memorandum for certifying the charges has been completed.
District Facility Access Review	\$15,550	\$17,334	(\$1,784)	N	98%	111%	N	N	28-Feb-18	N/A	District staff has reviewed the memorandum. Final edits are being completed.
Anoka County Ditch 53-62 Branch 2 Repairs Design and Construction	\$94,800	\$93,722	\$1,078	N	99%	99%	Y	N/A	1-Jun-18	N/A	Construction is substantially complete. Project closeout and preparation of final record drawings are nearly completed.
2017 Review of LSWMP for the Cities	\$16,000	\$17,116	(\$1,116)	N	95%	107%	N	Y	31-Dec-18	N/A	We are providing assistance to RCWD staff with review of portions of City Local Stormwater Managing Plans on an as-requested basis.
Watershed Management Plan Strategic Direction	\$72,500	\$69,241	\$3,259	N	95%	96%	Y	N/A	31-Jul-18	N/A	The seventh and final Board Workshop on strategic direction was completed in August. Final project tasks include generation of text based on strategic direction consensus to be incorporated into the Watershed Plan.
Oasis Pond IESF - Construction Management Support	\$45,340	\$25,116	\$20,224	N	75%	55%	Y	N/A	30-Sep-18	N/A	Construction of most site features has been completed. Remaining items include system startup, and final site stabilization.
Brown's Preserve Monitoring and Wetland Bank Management - 2018	\$23,725	\$3,174	\$20,551	N	10%	13%	Y	N/A	31-Mar-19	N/A	Minnesota Native Landscapes has completed site management activities this spring, including winter mowing and raking
JD 2 Branch 1 & 2 Repair Design, Staking, and Construction Management	\$43,700	\$3,815	\$39,885	N	15%	9%	Y	N/A	31-Dec-18	N/A	Project specifications have been completed. District staff will begin to obtain quotes for project components.
JD 3 Repair Report	\$57,800	\$19,800	\$38,000	N	30%	34%	Y	N/A	31-Dec-18	N/A	A draft wetland delineation has been completed. Draft plan and profiles and a draft repair report are being prepared.
New Brighton/St. Anthony/Roseville Basic Water Management Project - Phase 2	\$127,000	\$18,011	\$108,989	N	15%	14%	Y	N/A	1-May-19	N/A	Project concepts have been mapped and will be considered by project partners for further evaluation.
DNR/FEMA Modeling Updates	\$213,600	\$38,174	\$175,426	N	18%	18%	Y	N/A	1-Apr-20	N/A	HEI is nearly completed with conversion of models to an updated (XP-SWMM) format.
Watershed Plan Update	\$180,700	\$12,502	\$168,198	N	7%	7%	Y	N/A	31-May-20	N/A	District resource maps have been completed. HEI is continuing with preparation of text for Chapter 2 (existing resources)
RCD 11 Stormwater Pond and IESF Feasibility	\$8,100	\$6,535	\$1,565	Y	100%	81%	Y	N/A	17-Aug-18	N/A	A feasibility memorandum has been completed for the proposed project. The District has submitted a Clean Water Fund grant application to BWSR. Grant awards will be noticed in December

Values in red are either potential budget concerns or changes in schedule.

The "overage" for those projects shown as "over budget" is not billed to the District. The cost to date column reflects HEI's actual internal cost. Projects are considered within budget if ± 10%.

**District Engineer  
Monthly Progress Report (Actual & Estimated Progress)  
Through August 2018**

