



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

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

RCWD BOARD OF MANAGERS REGULAR MEETING AGENDA

Wednesday, April 10, 2019, 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 MINUTES: MARCH 21, 2019 AWJD3 REPAIR REPORT PUBLIC HEARING MINUTES; MARCH 27, 2019 REGULAR MEETING.

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:

1. Table of Contents-Permit Applications Requiring Board Action (Nick Tomczik)

No.	Applicant	Location	Plan Type	Recommendation
19-010	Boston Scientific	Arden Hills	Final Site Drainage Plan Wetland Alteration	CAPROC 9 items
19-021	City of New Brighton	New Brighton	Final Site Drainage Plan	CAPROC 6 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 April 3, 2019.

CONSENT AGENDA, CONTINUED

2. Water Quality Grant Program Cost Share Application (Lauren Sampedro)

No.	Applicant	Location	Project Type	Eligible Cost	Pollutant Reductions	Funding Recommendation
R19-01	Pilgrim House Unitarian Universalist Fellowship	Arden Hills	Raingarden	\$12,128.25	Volume: 50% TSS: 49% TP: 45%	Not to exceed 75%; Up to \$7,500

It was moved by Manager _____ and seconded by Manager _____, to approve the Water Quality Grant Contract R19-01 as outlined in the above table, in accordance with RCWD Staff’s Recommendation and established program guidelines.

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 City of Dellwood Local Water Plan. (Lauren Sampedro)
2. Consider City of Saint Anthony Final Pay Request #10 for Mirror Lake Stormwater Improvement Project. (Kyle Axtell)
3. Consider Final Order Directing the Repair of Anoka/Washington Judicial Ditch 3 (Phase 1). (Phil Belfiori/John Kolb)
4. Consider Houston Engineering, Inc. Task Order 2019-008 for RCWD Legal Boundary Technical Review. (Phil Belfiori)
5. Consider 2018 District Financial Report and Audit. (Phil Belfiori)
6. Consider Revision to RCWD Financial and Accounting Manual-Cash and Investment Policy (Phil Belfiori)
7. Consider Check Register dated April 10, 2019, in the amount of \$43,020.25 prepared by Redpath and Company.

ITEMS FOR DISCUSSION AND INFORMATION

1. Engineers Report and Timeline.
2. Manager’s Update.

**APPROVAL OF MINUTES: MARCH 21, 2019 AWJD3 REPAIR
REPORT PUBLIC HEARING MINUTES; MARCH 27, 2019
REGULAR MEETING.**

DRAFT

For Consideration of Approval at the April 10, 2019 Board Meeting.
Use these minutes only for reference until that time.

RCWD PUBLIC HEARING REGARDING ANOKA-WASHINGTON JUDICIAL DITCH 3 REPAIR REPORT

Thursday, March 21, 2019

Hugo City Council Chambers
14669 Fitzgerald Ave. N., Hugo, Minnesota

Minutes

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29

CALL TO ORDER

President Patricia Preiner called the meeting to order, a quorum being present, at 6:30 p.m.

ROLL CALL

Present: President Patricia Preiner, 2nd Vice-Pres. John Waller, Treasurer Steven Wagamon, and Secretary Michael Bradley.

Absent: 1st Vice-Pres. Barbara Haake with prior notice.

Staff Present: Administrator Phil Belfiori, Public Drainage Inspector Tom Schmidt, Technical Assistant Ashlee Ricci.

Consultants: District Engineer Chris Otterness and Garrett Monson from Houston Engineering, Inc. (HEI); and District Attorney John Kolb from Rinke Noonan.

Visitors: Kim Hetzer, JR Hetzer, Theresa Derksen, Tom Benick, Joanne Benick, Bruce Bernin, Rick Mallinger, David Urban, Kevin Amundsen, Nancy Amundsen, Suzanne Seeley,

STATEMENT OF WATERSHED DISTRICT PRESIDENT

FINAL HEARING:

Repair Anoka/Washington Judicial Ditch 3 (Phase 1)

March 21, 2019

This is the Final Hearing on the proposed repair of Anoka/Washington Judicial Ditch (JD) 3.

I would like to welcome everyone who has come this evening. Under consideration at this evening's hearing is the Engineer's recommended repair for JD 3. JD 3 is designated as a "Trunk Drainage System" in the District's Watershed Management Plan and, as such, repairs of the drainage system are funded by the

30 District rather than by assessment to benefitted landowners or by water management district charge
31 within the drainage area of the drainage system.

32 The purpose of this hearing is to review the Engineer's recommended repairs and to receive comment
33 from those affected by the proposed repairs.

34 This is an evidentiary proceeding. The proceedings are being recorded in order to preserve the record.

35 The order of business for this hearing will be as follows. First, Mr. Belfiori, the District's administrator, will
36 introduce a presentation of information related to the proposed repair; the District's legal counsel will
37 provide an overview of the actions taken by the Watershed District bringing us to the hearing this evening
38 and the District's engineer will present information related to proposed repairs.

39 Following the staff presentation, I will open the hearing for public comment. The Board would like to hear
40 your comments on the proposed repairs and any information relevant to that purpose.

41 During the public hearing, managers may ask questions of staff or consultants making presentations and
42 of commenters in order to clarify any testimony.

43 In addition, if a member of the public asks a question and a manager believes that a response from the
44 District staff or a District consultant can readily resolve the question or enrich the testimony, the manager
45 may ask me to have the appropriate staff member or consultant speak to the question. I will exercise my
46 judgment as to whether to allow such discussion.

47 However, managers' expression of their positions and general discussion concerning the subject of the
48 final hearing should be avoided during the public comment portion of the public hearing. Board discussion
49 will occur after all members of the public have had a chance to speak and the public comment period has
50 been closed. Board discussion may occur and be concluded at this or a subsequent meeting, as the Board
51 decides.

52 If a member of the public would like to make a comment, at the appropriate time, please stand and
53 address the Board when I recognize you. Speak clearly and state your name and address for the record. If
54 you have a specific question concerning the proposed repair, we may ask our administrator, engineer, or
55 legal counsel to respond. If you have anything in writing you wish to submit, you can provide it to me
56 before the close of the public comments and I will note its receipt in the record.

57 To ensure that all wishing to comment on the proposed repairs have time to speak, I may limit the time
58 any single speaker may comment to five minutes. Please limit redundant or repetitive comments.

59 Would any of the board members wish to offer any further remarks before we begin?

60 None of the other board members had any further remarks.

61 Administrator Belfiori, Drainage Attorney John Kolb, and District Engineer Garrett Monson gave a
62 presentation of information related to the District and its function; and the District's management of
63 public drainage systems.

64 District Engineer Garrett Monson gave a general overview of the location of JD3 and explained that the
65 repair report was focused on the drainage system east of the interstate. He reviewed their
66 recommended repairs, including clean-up of vegetation, debris and obstructions. He noted that the
67 recommendation is to request the DNR to reclassify the public water on Branch 3 to wetland so it is
68 regulated under the Wetland Conservation Act, and also coordinate with the DNR on the Ordinary High
69 Water survey for Branch 4. He stated that they are aware of two known rare species in the area, the
70 Blanding's Turtles and Wilson's Phalarope and will work with the DNR to make sure they are not posing
71 any impact to nesting or other important season for these species. He outlined the general
72 recommendation for the JD3, which is to complete the repair in two phases beginning with Main Trunk
73 and Branch 3, and later following up with repairs to Branches 1, 2, and 4 to enable the project to be
74 completed in phases of a more manageable size and allow time to address regulatory issues. He
75 reviewed the possible repair items such as replacing culverts, cleaning of the ditch, removal of trees and
76 brush. He explained the 20 to 30 feet of work area along the top of each ditch bank and noted that it is
77 important that people not put fencing or structures in the areas that may be access as part of the ongoing
78 maintenance of the ditch. He showed examples of some of the equipment that may be used as part of
79 the construction project. He gave an overview of the estimated costs for the repair project and noted that
80 they have included a 25% contingency fund as part of the project.

81 President Preiner stated that the Board is ready to hear from members of the public who wish to
82 comment. Please state your name and address as you begin your comments.

83 Kevin Amundsen, 1782 Peltier Lake Dr, Centerville, stated that with the repairs more water will be flowing
84 through the ditches. He stated that he already has about 12 inches of water in his backyard and
85 expressed concern regarding how much more he would be getting. He stated that he would also like to
86 know how the new development on 20th and Main Street in Lino Lakes is planning to keep the water run-
87 off from entering the creek.

88 District Engineer Chris Otterness stated that there will not be a change in the volume of water moving
89 through the ditch system but may be an increase in peak flow rate. He stated that they are not
90 anticipating the project will result in substantial increases in peak flow that will result in damages further
91 downstream.

92 District Administrator Belfiori stated that he wasn't familiar with the particular development Mr.
93 Amundsen was referring to, but if it is in Centerville or Lino Lakes and will have more than a quarter-acre
94 of disturbance there are rules and a permitting program in place to ensure standards are met that they
95 cannot increase the rate or flow of water from the previous condition of the site. He noted that they are
96 also required to infiltrate the water for volume control if necessary, which is where rain garden usage can
97 come in and will also be required to handle water quality issues with holding ponds.

98 Joanne Benick, 165th South, asked about the timing of the project.

99 District Engineer Otterness stated that there are a lot of different factors to be considered when putting
100 together this type of project, including weather, availability of contractors, and the time to work through
101 the regulatory process, so at this point, they do not know what time of year the project will be getting
102 started. He stated that usually they like to start by mid-summer because springtime is usually too wet.

103 Ms. Benick asked if Branch 3 would be in Phase 1 or Phase 2.

104 District Engineer Otterness stated that Branch 3 will be included in Phase 1 which is planned for
105 completion in 2020, but reminded her that it was subject to delays due to weather and the other issues
106 he just outlined.

107 Ms. Benick asked if the 20-30 feet of right-of-way was on both sides of the ditch.

108 District Engineer Otterness stated that is a rough width but noted that they try to use the smallest
109 footprint possible and will work with property owners along the corridor.

110 Tom Benick, 165th South, asked about the spoil pile and noted that the original spoil pile is still there and
111 asked if the new spoil would simply be put on top of that one.

112 District Engineer Otterness stated that typically they would try to keep the footprint as small as possible
113 and will place spoil materials on top of or adjacent to existing spoil piles. He stated that if a landowner
114 would like it to be leveled off and down a bit lower, the District can widen the construction footprint to
115 facilitate leveling.

116 Mr. Benick noted that the old spoil pile is probably still 5 feet tall and stated that he would not like it to go
117 any higher than that.

118 Suzanne Seeley, 1784 Peltier Lake Drive, Centerville, asked about the expectations mentioned in the
119 introduction that the work was based on 2-, 10-, and 100-year flood events. She asked what years the
120 span will cover and asked if it was literal.

121 District Attorney Kolb clarified that when they talk about 2-, 10-, and 100-year run-off events they mean
122 the probability. He stated that for example, a 100-year event has a 1% chance of occurring any given
123 year, a 10-year run-off event has a 10% chance and a 2-year event has a 50% chance. He explained that
124 this information is taken from regionally based statistical averages.

125 Ms. Seeley stated that she is concerned about climate change and is not sure that looking backward will
126 be an accurate depiction of what may happen in the future.

127 District Attorney Kolb stated that they are constrained to put it back as close as they can to the
128 hydrological efficiency to which it was originally constructed. He noted that the District has taken into
129 account climate change resiliency and built that into the plans.

130 Manager Bradley stated that the City of Hugo has been a leader in the State with regard to addressing
131 issues with regard to water storage, infiltration, reuse and reclamation.

132 District Engineer Otterness stated that the District has invested a substantial amount of money in what is
133 called a "future conditions model" to help predict the effect of land development on drainage.

134 Manager Waller stated that the Phase 3 that was alluded to by District Attorney Kolb is the part in
135 Centerville for the natural water course area so this project won't just be in Hugo.

136 Theresa Derksen, 4788 Dahlia Way N, Hugo, stated that the maps that were given to the property owners
137 are very fuzzy and outdated. She asked if they could have access to better maps that show exact
138 locations of the ditches and the project area.

139 District Administrator Belfiori noted that if the District could get her address, they can make sure they
140 send her an accurate map that shows her location and the ditch.

141 Ms. Derksen stated that she lives in Creekside Villas and JD3 flows through Clearwater Creek. She asked
142 if Clearwater Creek would also be part of this project.

143 District Attorney Kolb stated that there is a portion of JD3 that is also part of Clearwater Creek that is a
144 natural water course section. He stated that depending on exactly where Creekside Villas is, he wasn't
145 sure if it would be concurrent and part of the project.

146 District Engineer Otterness stated that where she is located is adjacent to the Main Trunk and will have
147 work done at this location under Phase 1. He stated that there will be a landowner meeting when they
148 reach the construction phase and they will provide a close-up map of their property with the work
149 corridor identified.

150 President Preiner stated that staff will also be on-site and can answer any questions the land owners have
151 during the project as well.

152 Ms. Derksen confirmed that the contact person for land owners would be District Administrator Belfiori.

153 David Urban, 4611 Provance Way, asked if there has ever been anything done to this ditch since it was
154 installed.

155 Manager Waller stated that there had been maintenance done in 1959.

156 District Administrator Belfiori stated that there has been some minor maintenance done on JD3 such as
157 tree removal over the last ten years or so.

158 Bryan Bear, City of Hugo Administrator, thanked the Board for the effort they have gone through and
159 stated that the City of Hugo recognizes the importance of this project. He stated that they look forward to
160 the completed project. He stated that the landowner meetings will be very important and that the City is
161 a significant land owner in the work corridor and would like to have some input at those meetings. He
162 stated that there are also a number of home owners associations in this area that may not have been
163 notified about this project yet because officially the City owns the property. He gave examples of the
164 Victor Gardens, Clearwater Cove, and Waters Edge neighborhoods. He asked that the Board consider
165 partnering with the City of Hugo in setting up meetings with the home owners associations boards as the
166 project moves forward.

167 Being no further testimony from the public, President Preiner closed the public comment portion of the
168 hearing at 7:47 p.m.

169 District Attorney Kolb suggested that the comment period be left open until close of business on Tuesday,
170 March 26, 2019 in order to allow additional comments to be submitted. Written comments should be
171 sent to 4325 Pheasant Ridge Drive, Suite 611, Blaine, MN 55449. He stated that the Board can take
172 action on this item on their regular Board meeting on April 10, 2019 at 9:00 a.m. in the Shoreview City
173 Hall Council Chambers.

174 **Motion by Manager Waller, seconded by Manager Bradley to hold the comment period open for**
175 **written comments through 4:30 p.m. on March 26, 2019. Motion carried 4-0.**

176 **Motion by Manager Wagamon, seconded by Manager Bradley to direct staff to prepare findings and an**
177 **order consistent with the proceedings, including responses to all comments received through the public**
178 **comment process; that (subject to any further written comment) the draft findings and order be written**
179 **to affect the Phase 1 repair of JD3 according to the engineer's recommendation; and that we recess this**
180 **hearing to the Board's regular meeting on April 10, 2019 at 9:00 a.m., or by adjournment to an**
181 **appropriate time on the Board's agenda, at which meeting we will consider findings and an order for**
182 **the proposed repairs. Motion passed 4-0.**

183 **Motion by Manager Waller, seconded by Manager Bradley to recess the public hearing at 7:51 p.m.**
184 **Motion passed 4-0.**

185

DRAFT

For Consideration of Approval at the April 10, 2019 Board Meeting.
Use these minutes only for reference until that time.

REGULAR MEETING OF THE RCWD BOARD OF MANAGERS

Wednesday, March 27, 2019

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

Minutes

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25
26
27
28
29
30
31
32
33
34

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, 2nd Vice-Pres. John Waller, Treasurer Steven Wagamon, and Secretary Michael Bradley.

Absent: 1st Vice-Pres. Barbara Haake (with prior notice).

Staff Present: Administrator Phil Belfiori, Permit Coordinator/Wetland Specialist Nick Tomczik, District Technician Lauren Sampedro, Office Manager Theresa Stasica.

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

Visitors: None.

SETTING OF THE AGENDA

Motion by Manager Bradley, seconded by Manager Waller, to approve the agenda as presented.

Motion carried 4-0.

READING OF THE MINUTES AND THEIR APPROVAL

Minutes of the March 11, 2019 Workshop. *Motion by Manager Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 4-0.*

Minutes of the March 13, 2019 Board of Managers Meeting. *Motion by Wagamon, seconded by Manager Bradley to approve the minutes as presented. Motion carried 4-0.*

Minutes of the March 18, 2019 Special Meeting. *Motion by Wagamon, seconded by Manager Waller to approve the minutes as presented. Motion carried 4-0.*

35 **CONSENT AGENDA**

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

38 **Table of Contents**

39 **Permit Applications Requiring Board Action**

40 No.	40 Applicant	40 Location	40 Plan Type	40 Recommendation
41 18-125	41 Washington County	41 Mahtomedi 42 Grant	41 Street & Utility Plan	41 CAPROC 2 items
43 19-017	43 City of White Bear Lake	43 White Bear 44 Lake	43 Street & Utility Plan	43 CAPROC 4 items
45 19-020	45 Bethel University	45 Arden Hills	45 Final Site Drainage Plan	45 CAPROC 6 items

46
47 Permit Coordinator/Wetland Specialist Nick Tomczik stated that in Permit 18-125, under Exhibits there
48 should be a number 6, "WCA NOD Utility Exemption, dated 3-19-2019, noticed 3-20-2019". Under
49 Findings, number 3, there should be a sentence added to the end of the paragraph that states, "Utility
50 exemption delegated decision signed Notice of Decision 3-19-2019 and e-mail notice completed 3-21-
51 2019." He noted that for permit 19-020, under Finding 2, fourth line down, there is a correction to the
52 existing area and should be changed from 1.7 acres to .66 acres.

53
54 ***Motion by Manager Waller, seconded by Manager Bradley to approve the Consent Agenda item for***
55 ***permits 18-125, 19-017 and 19-020 as outlined in the above Table of Contents with Permit***
56 ***Coordinator/Wetland Specialist Tomczik's additions mentioned above in accordance with RCWD District***
57 ***Engineer's Findings and Recommendations dated March 20 & 21, 2019.***

58
59 Manager Waller noted that the Stillwater Road project is one that the District is involved in by awarding
60 grant money to the City of Willernie. This project demonstrates total cooperation.

61
62 ***Motion carried 4-0.***

63
64 **OPEN MIKE – LIMIT 12 MINUTES.** *Any RCWD resident may address the Board in his or her individual*
65 *capacity, for up to three minutes, on any matter not on the agenda. Speakers are requested to come to*
66 *the podium, state their name and address for the record. Additional comments may be solicited and*
67 *accepted in writing. Generally, the Board of Managers will not take official action on items discussed at*
68 *this time, but may refer the matter to staff for a future report or direct that the matter be scheduled on an*
69 *upcoming agenda.*

70
71 There were no comments.

ITEMS REQUIRING BOARD ACTION

1. Consider City of Hugo Administrative Procedures Document.

District Technician Lauren Sampedro explained that the City of Hugo assumed permitting authority for RCWD Rules C, E, and F as well as WCA LGU duties in 2004. She noted that the District’s rules and requirements for cities that wish to assume permitting authority have changed since 2004 which meant the City of Hugo needed to meet the new requirements. She reviewed the requirements and noted that the City of Hugo has successfully completed them. Staff recommends approval of the City of Hugo’s Inspection and Administrative Procedures Document.

Motion by Manager Waller, seconded by Manager Bradley, to approve the City of Hugo’s Inspection and Administrative Procedures as presented. Motion carried 4-0.

2. Consider City of Scandia Local Water Plan.

District Technician Lauren Sampedro stated that the City of Scandia had submitted a revised Local Water Plan (LWP) on March 18, 2019 and staff finds that it adequately addressed all RCWD and Metropolitan Council comments. She stated that it is also consistent with the District’s 2010 Watershed Management Plan and State requirements. She stated that Scandia has identified water quality issues with White Rock Lake. She noted that the lake is impaired for nutrients and does not currently have a TMDL. She stated that Scandia will support the District’s efforts to study and improve the water quality of White Rock Lake however, no projects within the City have been identified by the District or the City for this plan cycle. Staff is recommending approval of the City of Scandia’s LWP as submitted on March 18, 2019.

Motion by Manager Bradley, seconded by Manager Waller to adopt Resolution 2019-09: Approving the City of Scandia’s Local Water Management Plan.

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Scandia’s local water management plan, as submitted on March 18, 2019.

ROLL CALL:

Manager Waller – Aye

Manager Haake – Absent

Manager Bradley – Aye

Manager Wagamon – Aye

President Preiner – Aye

Motion carried 4-0.

3. Consider Houston Engineering, Inc. Task Order for Anoka County Ditch 53-62 Main Trunk Repair Report.

District Administrator Phil Belfiori stated that the Board had approved a historical review memo for ACD 53-62 in 2013 to reestablish the public drainage system record. The Board has since

115 prioritized (at a planning level) repairs of the Main Trunk of ACD 53-62 for completion in
 116 2021/2022. He stated that the estimated costs for the development of a repair report is \$48,400.
 117 Staff is recommending approval of the Houston Engineering request for services as defined in task
 118 order 2019-07 dated March 5, 2019.

119
 120 ***Motion by Manager Waller, seconded by Wagamon, to approve Houston Engineering, Inc. Task***
 121 ***Order 2019-07 ACD 53-62 Main Truck Repair Report with a total cost of \$48,400 as defined in the***
 122 ***scope of services dated March 5, 2019 and authorize the Board President to execute the***
 123 ***document. Motion carried 4-0.***
 124

- 125 **4. Consider Check Register dated March 27, 2019, in the amount of \$247,339.45 prepared by**
 126 **Redpath and Company.**

127 ***Motion by Manager Wagamon, seconded by Manager Bradley, to approve check register dated***
 128 ***March 27, 2019, in the amount of \$247,339.45, prepared by Redpath and Company. Motion***
 129 ***carried 4-0.***
 130

131 **ITEMS FOR DISCUSSION AND INFORMATION**

132 **1. Staff Reports.**

133 There were no comments.
 134

135 **2. April Calendar.**

136 District Administrator Belfiori reminded the Board of the City/County Technical Advisory Partner
 137 Meeting today (March 27, 2019) at 1:00 p.m. at the library for Chapter 4 of the Water Plan. He
 138 stated that the Board will discuss Chapters 5 and 6 at the workshop following the next regular
 139 Board meeting on April 10, 2019.

140
 141 Manager Waller noted that he will be at the Advisory Committee meeting on April 3, 2019 as well
 142 as the Washington County Consortium meeting on that same day.
 143

144 **3. Managers Update.**

145 Manager Waller stated that he had received a message from a dairy farmer in Forest Lake
 146 regarding ditch #5. He stated that there is a problem with the last 100-150 feet of the pipe for
 147 the entire system that he believes has been broken and plugged up. He would like the District to
 148 see if it can open up the last 100 feet of the pipe and clean out the dirt that is in front of the 22-
 149 inch tile.
 150

151 District Administrator Belfiori stated that he recommends that this be discussed at a future
 152 workshop and invite Tom Schmitt to come and give some background information to the Board.
 153

154 President Preiner asked that this be put on the first workshop meeting in April, if Mr. Schmidt will
 155 be available and prepared to discuss it.

156

157

158 **ADJOURNMENT**

159 ***Motion by Manager Wagamon, seconded by Manager Bradley to adjourn the meeting at 9:17 a.m.***

160 ***Motion carried 4-0.***

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:

1. Table of Contents-Permit Applications Requiring Board Action (Nick Tomczik)

No.	Applicant	Location	Plan Type	Recommendation
19-010	Boston Scientific	Arden Hills	Final Site Drainage Plan Wetland Alteration	CAPROC 9 items
19-021	City of New Brighton	New Brighton	Final Site Drainage Plan	CAPROC 6 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 April 3, 2019.

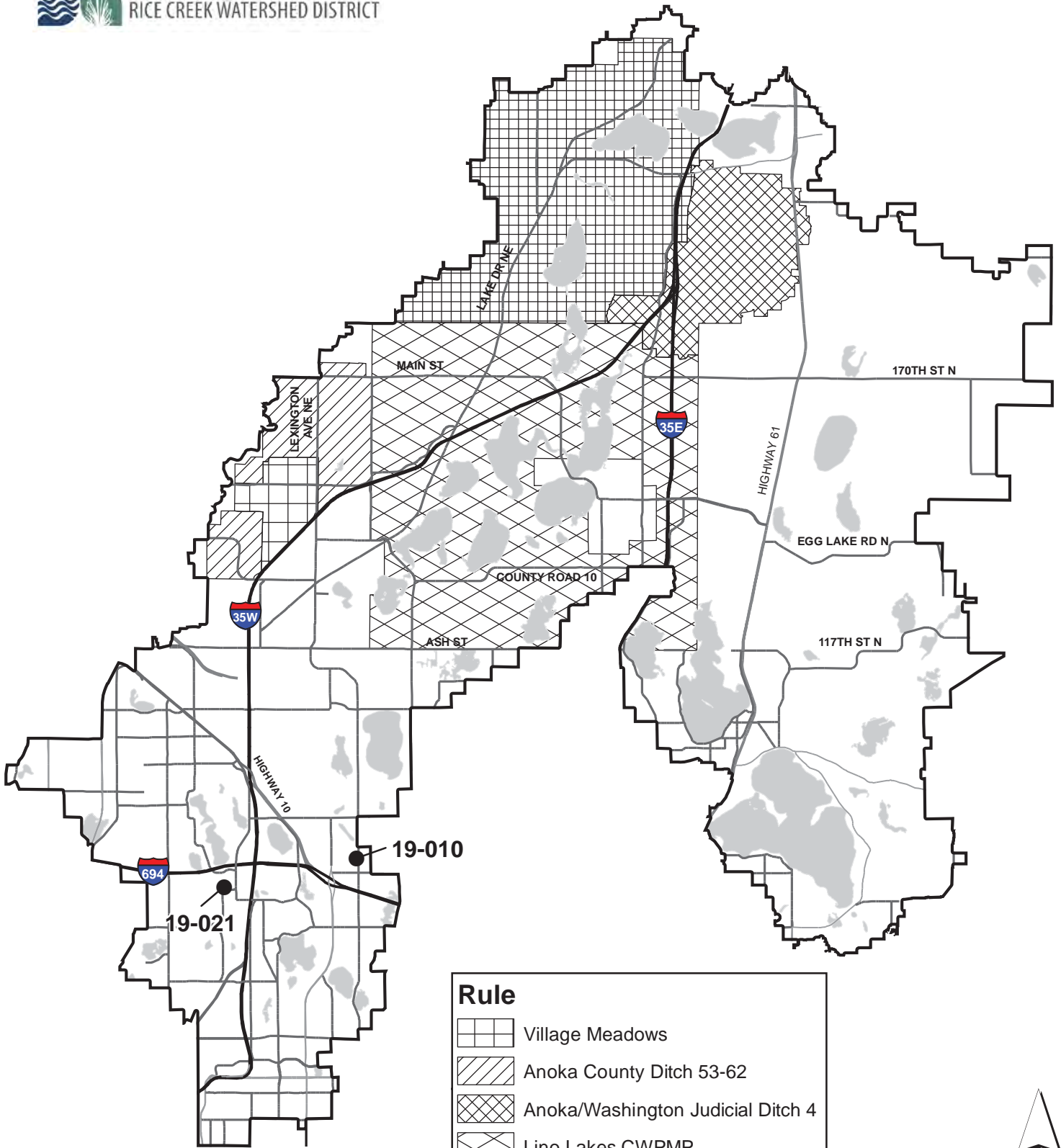
**RICE CREEK WATERSHED DISTRICT
CONSENT AGENDA**



April 10, 2019

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
April 3, 2019.

TABLE OF CONTENTS

<u>Permit Application Number</u>	<u>Applicant</u>	Page	Recommendation
Permit Location Map		17	
19-010	Boston Scientific	18	CAPROC
19-021	City of New Brighton	23	CAPROC



Rule	
	Village Meadows
	Anoka County Ditch 53-62
	Anoka/Washington Judicial Ditch 4
	Lino Lakes CWPMP
	Columbus CWPMP

Permit Reviews
4/10/2019 Agenda





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:

19-010

Permit Applicant Name:

Boston Scientific Parking Lot Expansion

Applicant:

Boston Scientific, St. Paul Operations
Attn: Brieg Anderson
4100 Hamline Avenue North
Arden Hills, MN 55112
Ph: 651-528-5674
Fx:
brieg.anderson@bsci.com

Permit Contact:

Kjolhaug Environmental Services
Attn: Rob Bouta
2500 Shadywood Road Suite 130
Orono, MN 55331
Ph:
Fx:
RobB@kjolhaugenv.com

Rehder & Associates, Inc.
Attn: Nick Adam
2500 Shadywood Road Suite 130
Orono, MN 55331
Ph: 651-337-6729
Fx: 651-452-9797
RobB@kjolhaugenv.com

Project Name: Boston Scientific Parking Lot Expansion

Purpose: FSD – Final Site Drainage, WA – Wetland Alteration; permanent wetland impacts

Site Size: 13.6± acre parcel / 6.50 ± acres of disturbed area; existing and proposed impervious areas are 1.52 ± acres and 4.97 ± acres, respectively

Location: 4100 Hamline Avenue North, Arden Hills

T-R-S: SE ¼, Section 22, T30N, R23W

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.
- (f) Clear identification of all permanent erosion control measures such as outfall spillways and riprap shoreline protection, and their locations.
- (h) Provide documentation that an NPDES Permit has been applied for and submitted to the Minnesota Pollution Control Agency (MPCA).

- (i) A Storm Water Pollution Prevention Plan for projects that require an NPDES Permit.

Rule F – Wetland Alteration

2. Applicant must provide a "Transaction Form for Withdrawal of Wetland Credits from the Minnesota Wetland Bank", which is signed by the bank user and the bank seller
3. The applicant must provide proof of BWSR debiting wetland bank for the correct amount and type of wetland credit.

Administrative

4. 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. Final plans must include the 5.4-inch orifice in the filter vault. Additionally, a specification for the Zeolite, Perlite and Activated Alumina blend of filter media must be included on the final plans. List all other changes that have been made since approval by the RCWD Board.
5. 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 Arden Hills).
6. 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.
7. The applicant must provide an attested copy of any and all 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.
8. The applicant must submit a cash surety of \$15,000 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 \$4,000 for 6.5 acres of disturbance, \$11,000 and for 21,943 CF of storm water treatment.
9. The applicant or contractor must provide a construction schedule for the underground system (or communicate when the schedule will be provided). See Stipulation 3.

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. Permittee must submit an as-built survey of wetland boundaries, quantifying the wetland impact area for verification of compliance with the approved plans
3. RCWD inspector must be notified prior to installation of underground system.
4. Applicant must implement recommendations from the MN Department of Natural Resources about state-listed rare, threatened and endangered species. Recommendations were provided in the letter dated February 22, 2019, for the purposes of avoiding and minimizing impacts and disturbance to the rare, threatened or endangered species identified on or near the site.

Exhibits:

1. Plan set containing 8 sheets dated 3-4-2019 and received 3-4-2019.
2. Permit application dated 3-4-2019 and received 3-4-2019.
3. Permit application dated 3-11-2019 and received 3-11-2019.
4. Stormwater Calculations, dated 3-4-2019 and received 3-4-2019, containing BMP Sizing Worksheet, narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
5. WCA Notice of Application dated 1-28-2019 and received 1-31-2019.
6. TEP findings dated 3-11-2019 and received 3-19-2019.
7. Minnesota Department of Natural Resource Natural Heritage Review dated 2-22-2019 and received 2-22-2019.
8. HydroCAD Report dated 3-28-2017 and received 3-28-2019.

Findings:

1. Description – The project proposes to add parking area to the Boston Scientific Campus in Arden Hills. The project will disturb approximately 6.5± acres of the 13.6± acre site. Under existing conditions, approximately 75% of the project area drains to Valentine Lake, while the remaining 25% drains to Karth Lake. Under proposed conditions, approximately 92% of the project area, including all of the new and reconstructed impervious area will drain south to the proposed BMP and then through site storm sewer, eventually to Valentine Lake, the Resource of Concern. The remaining pervious area will drain to the north into an existing stormsewer and eventually to Karth Lake. The project proposes to increase the impervious area from 1.52 acres to 4.75 acres, within the project area. The applicant has submitted a \$4,625 application fee, which corresponds to 2.5-5 acres of new/redeveloped impervious surface, 2.5-10 acres of land disturbance and \$875 which corresponds to less than 1 acre of wetland mitigation.
2. Stormwater – The applicant is proposing the BMP as described below for the project:

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Subsurface filtration system with 12 Bayfilter cartridges	Southeastern corner of project site	Sumps	21,943± cubic feet below the outlet	987.25

Soils on site are primarily clay fill (HSG D) soils. Thus, infiltration is not considered feasible. The applicant is proposing a filtration system consisting of 12 filter cartridges with upstream storage to meet the water quality requirement. Per Rule C.6(c)(3), the applicant has submitted adequate technical information indicating that the Bayfilter cartridges with Zeolite, Perlite and Activated Alumina blend of filter media removes 64% total phosphorus annually. Therefore, the Water Quality Volume requirement is 1.72-inches over the new/reconstructed are of (3.52± acres) for a total requirement of 21,943± cubic feet. The applicant has treated approximately 92% of the project impervious area. Pretreatment is not required for filter cartridges; however, the applicant has provided sumps. Drawdown is expected within 72-hours. No evidence of a seasonal high-water table was found down to elevation of 883.5, which would provide adequate separation from the subsurface filtration system. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(c).

Drainage Area	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
North to Karth Lake	1.56	0.87	3.25	1.74	7.55	3.86
South to Valentine Lake	8.85	3.00	15.72	9.25	32.47	19.47
Totals	10.41	3.87	18.97	10.99	40.02	23.33
80% Requirement	8.33		15.18		32.02	

The project is located within the Flood Management Zone. The applicant has complied with the rate control requirements of Rule C.7.

The applicant has complied with the freeboard requirements of Rule C.9(g).

3. Wetlands – Wetlands were delineated in 2014 and a Wetland Delineation Report was submitted in the spring of 2015, as filed under 15-010R. The wetland boundary and type decision was issued on 9-10-2015. This decision remains valid.

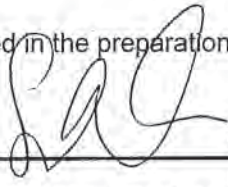
A replacement plan application was submitted to the District for proposed wetland impacts. The proposed wetland replacement plan provided a thorough discussion of wetland avoidance, including an alternatives analysis with no-build, both onsite and offsite alternatives, and a discussion of minimization. The applicant has proposed impacts to two wetlands, totaling 0.16 acres of wetland impact. District staff find that the applicant has met the sequencing standards of MN Rules 8420.0520 and has avoided and minimized wetland impacts to the greatest extent possible.

The applicant is proposing impacts to 6,913 SF / 0.16 acres of wetland, requiring 13,826 SF / 0.32 acres of mitigation. The applicant will mitigate impacts through both onsite mitigation and a wetland credit purchase. Onsite mitigation is in the form of a previously created wetland credits from a previous phase. The LGU and TEP have approved of this use of previously created onsite wetland credits for this project only; in future WCA applications, the applicant is subject to the WCA as amended which does not allow for private banking, and all credits must be in the State's banking system. The amount of previously created onsite wetland credits to be used is 9,000 SF / 0.2066 acres. The applicant will purchase the remaining 4,826 SF / 0.1108 from the Moen wetland bank (#1409), which is located in the same major watershed and bank service area as the proposed wetland impacts, which meets the siting criteria of MN Rules 8420.0522 subp. 7.

Applicant must implement recommendations from the MN Department of Natural Resources regarding state-listed rare, threatened and endangered species. Recommendations were provided in the letter dated February 22, 2019, for the purposes of avoiding and minimizing impacts and disturbance to the rare, threatened or endangered species identified on or near the site.

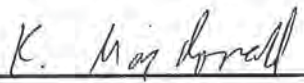
4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrances, inlet protection and erosion control blankets. An NPDES permit is required for the project. The information listed under the Erosion and Sedimentation Control Recommendations needs to be submitted. Otherwise, the project complies with RCWD Rule D requirements.
6. Bridges and Culvert Crossing/Drainage Systems – There are no drainage systems on or adjacent to the property, thus Rules G and I are not applicable.
7. Documenting Easements and Maintenance Obligations – 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).
8. Previous Permit Information – Relevant permits are 03-116 and 17-094 which describe wetland impact and Boston Scientific expansion respectively.

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

 4/3/19

Spenser Wipperfurth, EIT

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.

 4-3-19

Katherine MacDonald, Mn Reg. No 44590



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:

19-021

Permit Applicant Name:

Midtown Village

Landowner/Applicant:

City of New Brighton
Attn: Craig Schlichting
803 Old County Highway 8
New Brighton, MN
Ph: 651-638-2056
Fx: 651-638-2044
Craig.Schlichting@newbrightonmn.gov

Permit Contact:

Pulte Group
Attn: Paul Heuer
7500 Flying Cloud Drive
Eden Prairie, MN
Ph: 952-229-0722
Fx: 612-555-5556
Paul.Heuer@pultegroup.com

Alliant Engineering, Inc.
Attn: Seth Loken/ Mark Rausch
733 Marquette Avenue S. Suite 700
Minneapolis, MN 55402
Ph: 612-767-9356/612-767-9339
Fx: 612-758-3099
sloken@alliant-inc.com
mrausch@alliant-inc.com

Project Name: Midtown Village

Purpose: FSD – Final Site Drainage; Townhome Development part of a larger Mixed Use Residential Development

Site Size: 6.8± acre parcel / 4.51 ± acres of disturbed area; existing and proposed impervious areas are 1.76 ± acres and 2.72 ± acres, respectively

Location: Intersection of Old Hwy 8 and 8th Avenue NW, New Brighton

T-R-S: NE ¼, Section 29, T30N, R23W

District Rule: C, D

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 C – Stormwater

1. The diameter of the OCS 400 must match the weir length in the HydroCAD model. The applicant must either show a 6-foot diameter manhole on the final plans or resubmit the HydroCAD modeling showing that a 4-foot diameter manhole maintains compliance with RCWD rules.

Rule D – Erosion and Sediment Control

2. 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).

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. 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.
5. The applicant must submit a surety of \$8,400 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 \$3,000 for 4.51 acres of disturbance and \$5,400 for 10,854 CF of storm water management.
6. The applicant or contractor must provide a construction schedule for the underground system (or communicate when the schedule will be provided). See Stipulation 2.

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. RCWD inspector must be notified prior to installation of underground system.

Exhibits:

1. Plan set containing 13 sheets dated 2-22-2019 and received 3-4-2019.
2. Permit application dated 2-20-2019 and received 3-4-2019.
3. Stormwater Calculations, dated 2-22-2019 and received 3-4-2019, containing narrative, drainage maps, HydroCAD report for the 2-year, 10-year, and 100-year rainfall events for proposed and existing conditions.
4. Communication with City accepting infiltration dated 3-25-2019 a and received 3-27-2019.

Findings:

1. Description – The project proposes to construct 53 townhomes, roads, sidewalks and a small park on 4.52 acres of a subdivided 6.8± acre parcel located at the intersection of Old Hwy 8 and 8th Avenue NW in New Brighton. The parcel is currently owned by the City of New Brighton but will be sold to Pulte. The project will demolish a church and parking consisting of 1.76± acres of impervious area. The project will increase the impervious area by 0.96± acres, for a total post-developed impervious area of 2.72± acres and disturb 4.51± acres overall. The remaining portion of the 6.8± acre parcel will be developed separately by another developer under a permit application 19-019. The site will drain to city storm sewer in 7th Street NW and 6th Avenue NW, eventually flowing to Long Lake, the Resource of Concern. The applicant has submitted a \$3,750 application fee, which corresponds to 2.72 acres of new/redeveloped impervious surface and 4.51 acres of land disturbance.

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

Proposed BMP Description	Location	Pretreatment	Volume provided	EOF
Subsurface infiltration system with surface storage basin	Western Property Line	Sumps in CBMH 101 and 201	10,934± cubic feet below the outlet	898.25

Topsoil onsite are a mix of sands and clays on the surface, but primarily poorly graded sand with silt (HSG A/B) soils below. Thus, infiltration is considered feasible. Per Rule C.6(c)(1), the Water Quality requirement is 1.1-inches over the new/reconstructed area (2.72± acres) for a total requirement of 10,854± cubic feet. Adequate pre-treatment has been provided with sumps. Drawdown is expected within 48-hours using an appropriate rate of 0.45 inches per hour. The seasonal high water table is estimated at elevation 887, which provides more than three feet of separation. The project is within the 1-year emergency response zone but based on information provided by the City of New Brighton, as wellhead manager, is within a low vulnerability DWSM area and thus meets the MDH guidelines and infiltration is appropriate for the site. Approximately 92% of the project has been treated. Additional TSS removal is not practicable. The applicant has met all the Water Quality requirements of Rule C.6 and the design criteria of Rule C.9(a).

Drainage Area	2-year (cfs)		10-year (cfs)		100-year (cfs)	
	Existing	Proposed	Existing	Proposed	Existing	Proposed
Western Property Line	6.14	0.92	13.37	2.53	31.62	6.79
Eastern Property Line		0.78		1.33		2.62
Totals	6.14	1.70	13.37	3.86	31.62	9.41
80% of existing	4.91		10.70		25.30	

The project is 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.

The applicant has met the freeboard requirements of Rule C.9(g).

3. Wetlands – There are no wetlands located within the project area.
4. Floodplain – The site is not in a regulatory floodplain.
5. Erosion Control – Proposed erosion control methods include silt fence, rock construction entrances, inlet protection and erosion control blankets. 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. Bridges and Culvert Crossing/Drainage Systems – There are no drainage systems on or adjacent to the property, thus Rules G and I are not applicable.
7. Documenting Easements and Maintenance Obligations – 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 New Brighton.
8. Previous Permit Information – Permit 19-019 is a separate permit application located on the eastern portion of the subdivided 6.8± acre parcel.

CONSENT AGENDA, CONTINUED

2. Water Quality Grant Program Cost Share Application (Lauren Sampedro)

No.	Applicant	Location	Project Type	Eligible Cost	Pollutant Reductions	Funding Recommendation
R19-01	Pilgrim House Unitarian Universalist Fellowship	Arden Hills	Raingarden	\$12,128.25	Volume: 50% TSS: 49% TP: 45%	Not to exceed 75%; Up to \$7,500

It was moved by Manager _____ and seconded by Manager _____, to approve the Water Quality Grant Contract R19-01 as outlined in the above table, in accordance with RCWD Staff's Recommendation and established program guidelines.

MEMORANDUM

Rice Creek Watershed District

Date: April 4, 2019
To: RCWD Board of Managers
From: Lauren Sampedro, District Technician
Subject: R19-01 Pilgrim House Church Raingarden
RCWD Water Quality Grant Program Application

R19-01 Pilgrim House Church Raingarden

- Location: 1212 W. Highway 96, Arden Hills
- Project Type: Raingarden
- Total Eligible Project Cost: \$12,128.25
- RCWD Cost-Share Recommendation: \$7,500.00 (75%)
- Estimated Pilgrim House Involvement: \$4,628.25

BACKGROUND

This project proposes the installation of a raingarden at Pilgrim House Unitarian Universalist Fellowship, located directly off of Highway 96 in Arden Hills. The church was built in 1943, prior to the District's permitting in the area and does not currently have stormwater management onsite. The project is tributary to Karth Lake, which is a Tier II waterbody in the RCWD Watershed Management Plan.

The Ramsey County Parks & Recreation Soil and Water Conservation Division provided a design for the project to help capture runoff that currently discharges from a large parking lot, sidewalks, and roof of the church, that otherwise mostly flows into the Highway 96 storm sewers. The project would provide treatment for a catchment area of 23,912 square feet, which is mostly impervious surface. The estimated pollutant reductions are as follows: a 50% reduction in volume (~12,625 cubic feet), a 49 % reduction in TSS (124 lbs), and a 45% reduction in TP (~0.20 lbs). The project will replace existing vegetation and riprap with a Rain Guardian inlet structure, berm and limestone overflow, and native plants. In addition, the project is in a highly visible area that will provide education and outreach opportunities for both church attendees and visitors and those traveling on Highway 96.

The applicant obtained two bids for the project:

- Outdoor Lab: \$12,128.25
- Field Outdoor Spaces: \$11,394.86*

*The bid for the project from Field Outdoor Spaces was the low bid at \$11,394.86, however this bid was found to be incomplete. If complete the Field Outdoor Spaces bid is assumed to be higher than the bid from Outdoor Lab, thus the cost-share will be based on the Outdoor Lab bid at \$12,128.25.

Due to proximity of the church to Karth Lake and the high-volume reduction benefits, staff felt 75% cost-share is appropriate for this project.

This project was discussed and considered at the CAC meeting on April 3rd. The CAC was very supportive of the project and recommended the project as presented. Motion carried 8-0.

RECOMMENDATION

RCWD's Citizen Advisory Committee and Staff recommend that the RCWD Board of Managers approve Water Quality Grant funds for R19-01 Pilgrim House Church Raingarden.

MEMORANDUM

Rice Creek Watershed District

Proposed motion: It was moved by Manager _____ and seconded by Manager _____ to approve the Water Quality Grant Contract R19-01 as outlined in the consent agenda, in accordance with RCWD Staff’s Recommendation and established program guidelines.



To: RCWD Advisory Committee
From: Brian Olsen: Environmental Resource Specialist
Date: 05-February-2019
Re: Pilgrim House Unitarian Universalist Fellowship Cost Share Application

Project:

1212 W. Highway 96
 Arden Hills, MN 55112
 Raingarden

Material & Labor Estimate: \$12,128.25
Cost Share Request: \$7,500

Background:

The proposed raingarden is located along the entrance drive on the north side of the Pilgrim House Unitarian Fellowship’s property. Currently, water from the large parking lot, sidewalks, and roof of the church drain to a small depression area next to the driveway. A very limited amount of water is captured, and it mostly flows down the slope and into the storm sewers of Highway 96. There is also a large amount of existing vegetation that is invasive or undesirable, along with a portion of the area being turf grass as well as some rip rap.

The proposed project is to remove the existing vegetation and rip rap, install a Rain Guardian inlet structure to better gather the water from the parking lot, and install a more formal raingarden by building a berm and overflow to create better stormwater capture and infiltration. The raingarden area will be planted with a variety of native plants to assist in pollutant removal and to provide native habitat.

Total catchment area treated by proposed project is 23,912 square feet and is mostly impervious surfaces. Once established, this raingarden will greatly increase the runoff captured from the church’s impervious surfaces and be an effective measure to filter runoff, reduce sediment movement, and reduce the rate and volume of stormwater that would otherwise runoff into the storm sewers, ultimately ending up in Karth Lake. The project will also help to improve the image of the church by replacing the overgrown/invasive plants by the entrance to the property with a raingarden utilizing beautiful native plants. This project will have a great educational benefit with high visibility to the public for both the members attending the church, as well as people driving along Highway 96.

Recommendation:

It is my recommendation that this project be awarded cost share in the amount of \$7,500 or 75% of the eligible project costs, whichever is less.

Pollution Reductions:

	<i>Before</i>	<i>After</i>	<i>Reduction</i>	<i>Red. %</i>
Volume (cu-ft/yr)	25,116.72	12,491.89	12,624.83	50%
TSS (lbs/yr)	255.56	131.13	124.43	49%
TP (lbs/yr)	0.4372	0.2414	0.1958	45%

EXHIBIT A: Site Drainage



PROPOSED PROJECTS

ID	PROJECT TYPE	SIZE [SQ-FT]	COST ESTIMATE	ESTIMATED GRANT AWARD	AFFECTED WATER BODY	CLEAN WATER BENEFIT
A	RAINGARDEN	300	\$12,128.25	\$7,500 [62%]	KARTH LAKE	VOL./SEDIMENT/PHOSPHOROUS

*75% COST SHARE CAPPED AT \$7,500

LEGEND

 RAINGARDEN
  WATER FLOW
  CONTOUR LINE (2')

 ROCK

NOTES

CONCEPTUAL DRAWING FOR REFERENCE USE ONLY
 * DISCLAIMERS:
 1. COST SHARE FUNDING UP TO 75%, CAPPED AT \$7,500 PER PROJECT
 2. COSTS AND PERCENTAGES ARE ESTIMATES. FUNDING IS DEPENDENT ON APPROVAL BY THE RCWD BOARD OF SUPERVISORS



CLEAN WATER PLAN

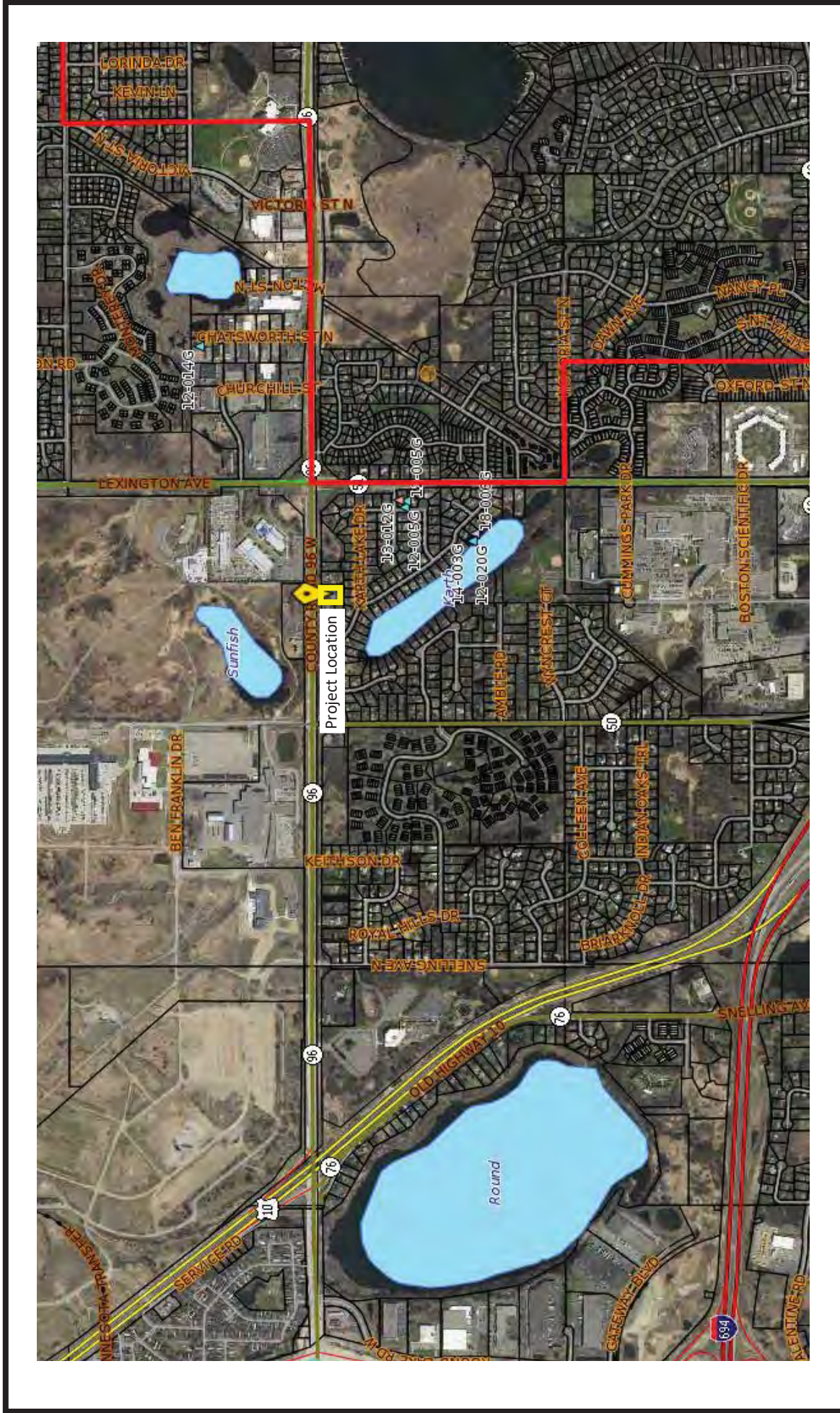
PROPERTY OWNER:
 PILGRIM HOUSE UNITARIAN FLWSHIP
 SHARON BORG
ADDRESS:
 1212 HIGHWAY 96
 ARDEN HILLS, MN 55112

DATE: 01/29/2019
CLEAN WATER PLAN PROVIDED BY:
 RICE CREEK WATERSHED DISTRICT [RCWD] &
 RAMSEY COUNTY PARKS & RECREATION
 SOIL & WATER CONSERVATION DIVISION

PROJECT LOCATION WITHIN WATERSHED:

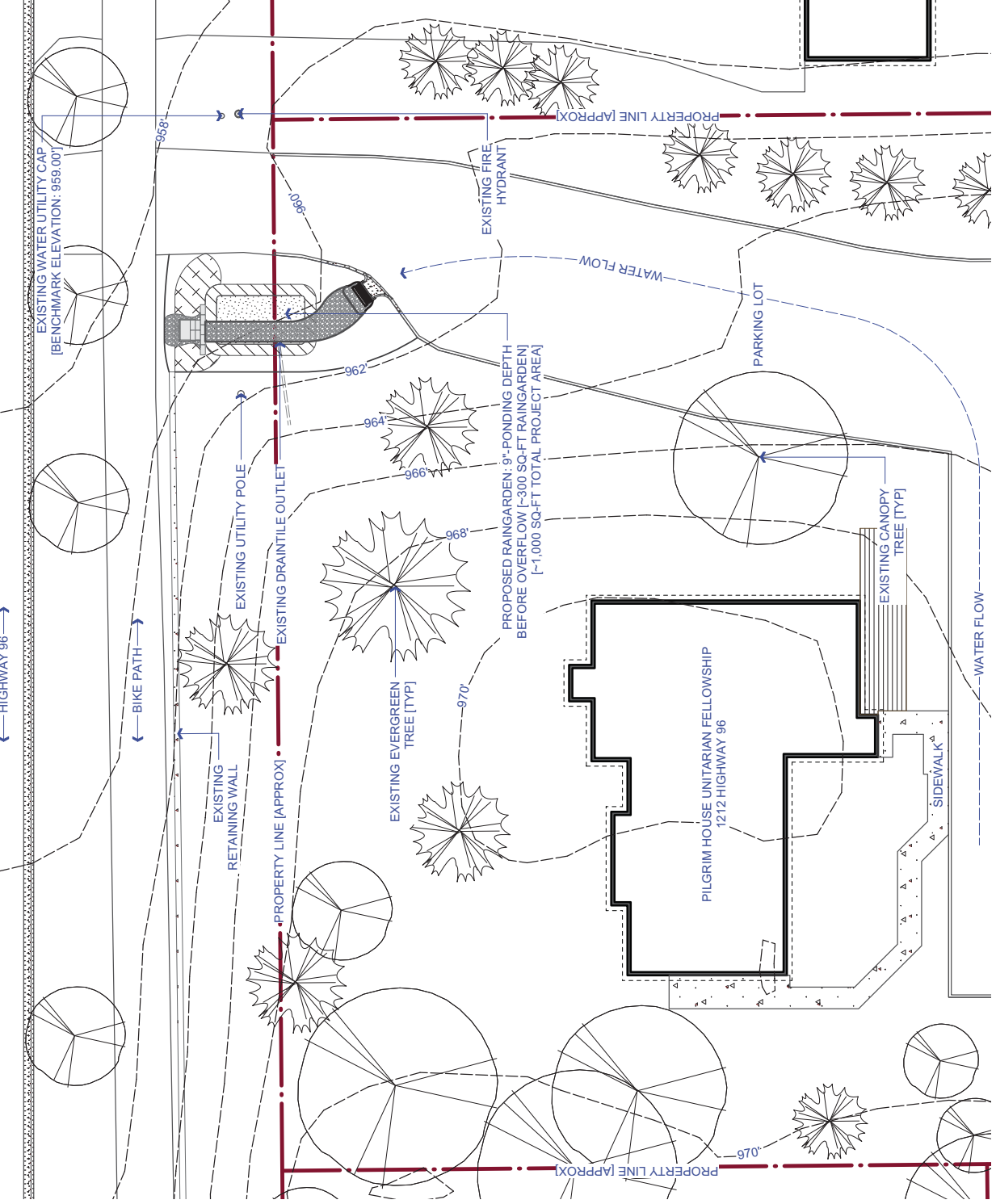


R19-01 Pilgrim House Raingarden



Legend

-  District Boundary
-  Project Location
-  Previous Grant Projects





RAMSEY COUNTY
 RAMSEY COUNTY SWCD
 1435 PAUL WIRKWOLD DR
 ARDEN HILLS, MN 55112
 651-266-7280
 www.ramseycounty.us

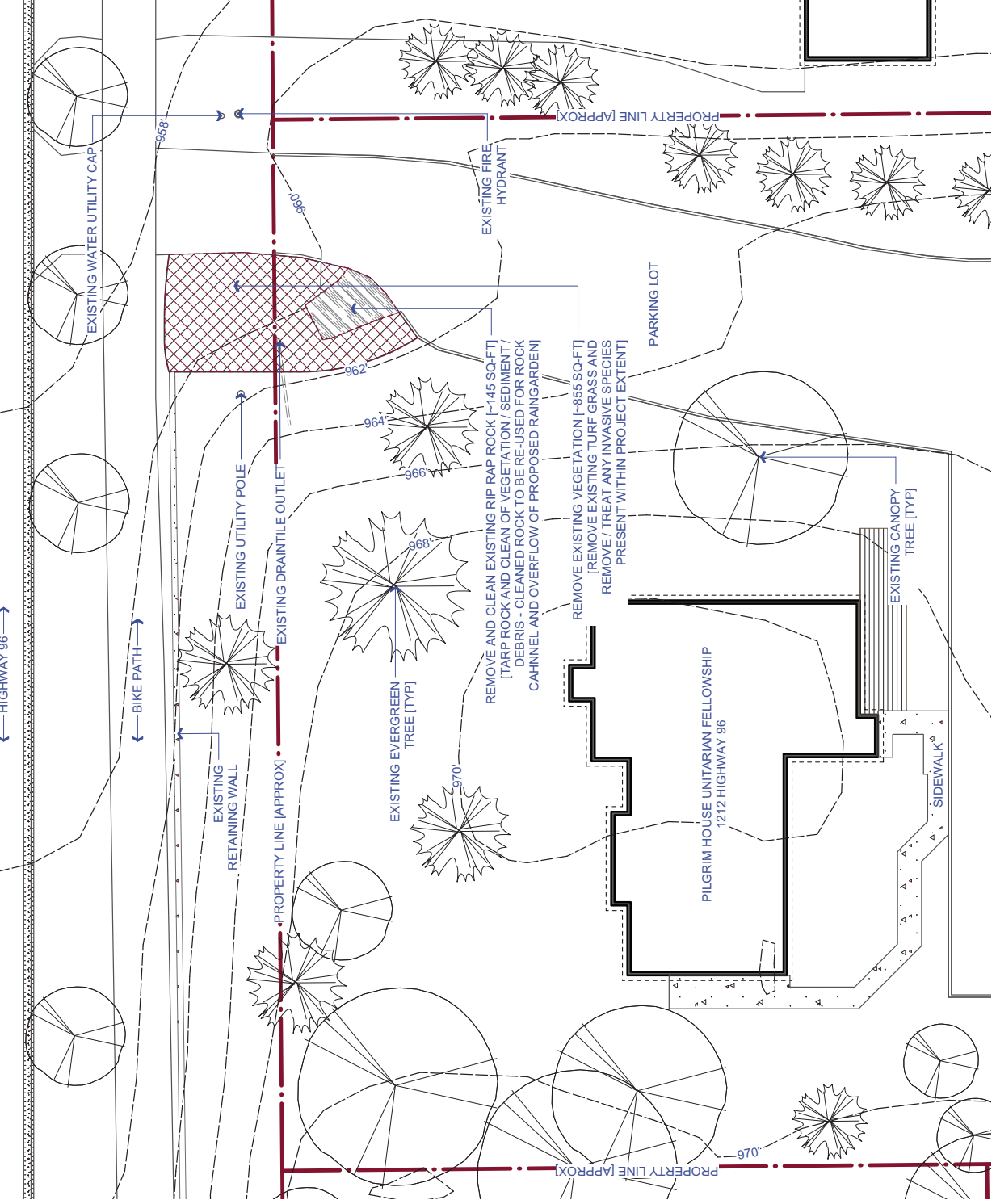
PROJECT: PILGRIM HOUSE CHURCH
LOCATION: 1212 HIGHWAY 96
 ARDEN HILLS, MN 55112
WATERSHED DISTRICT:
 RICE CREEK WATERSHED DISTRICT


DESIGNER: BTO
DATE: 07/10/18
REVISION:
REVISION:
REVISION:
CHECKED BY:
TAA:

NOTES:
 -CONTACT GORHER STATE ONE CALL TO
 CONFIRM UTILITY LOCATIONS PRIOR TO
 WORK
 -EXCAVATE WITH TRACKED EQUIPMENT
 ONLY
 -RIP UNDERLYING SOILS 6-12"
 TO REMOVE COMPACTION

SCALE: 1"=20'-0"


SITE PLAN
L100



RAMSEY COUNTY
 RAMSEY COUNTY SWCD
 1435 PAUL KIRKWOOD DR
 ARDEN HILLS, MN 55112
 651-266-7280
 www.ramseycounty.us

PROJECT: PILGRIM HOUSE CHURCH
LOCATION: 1212 HIGHWAY 96
 ARDEN HILLS, MN 55112
WATERSHED DISTRICT:
 RICE CREEK WATERSHED DISTRICT

RCWD
 RICE CREEK WATERSHED DISTRICT

DESIGNER: BTO
DATE: 07/10/18
REVISION:
REVISION:
REVISION:
CHECKED BY:
TAA:

NOTES:
 CONTACT GORHER STATE ONE CALL TO
 CONFIRM UTILITY LOCATIONS PRIOR TO
 WORK
 -EXCAVATE WITH TRACKED EQUIPMENT
 ONLY
 -RIP UNDERLYING SOILS 6-12"
 TO REMOVE COMPACTION

SCALE: 1"=20'-0"

DEMO PLAN

L200



RAMSEY COUNTY SWCD
1435 PAUL KIRKWOOD DR
ARDEN HILLS, MN 55112
651-266-7280
www.ramseycounty.us

PROJECT: PILGRIM HOUSE CHURCH
1212 HIGHWAY 96
ARDEN HILLS, 55112



DESIGNER: BTO
DATE: 07/10/18
REVISION:
REVISION:
REVISION:
CHECKED BY:
TAA:

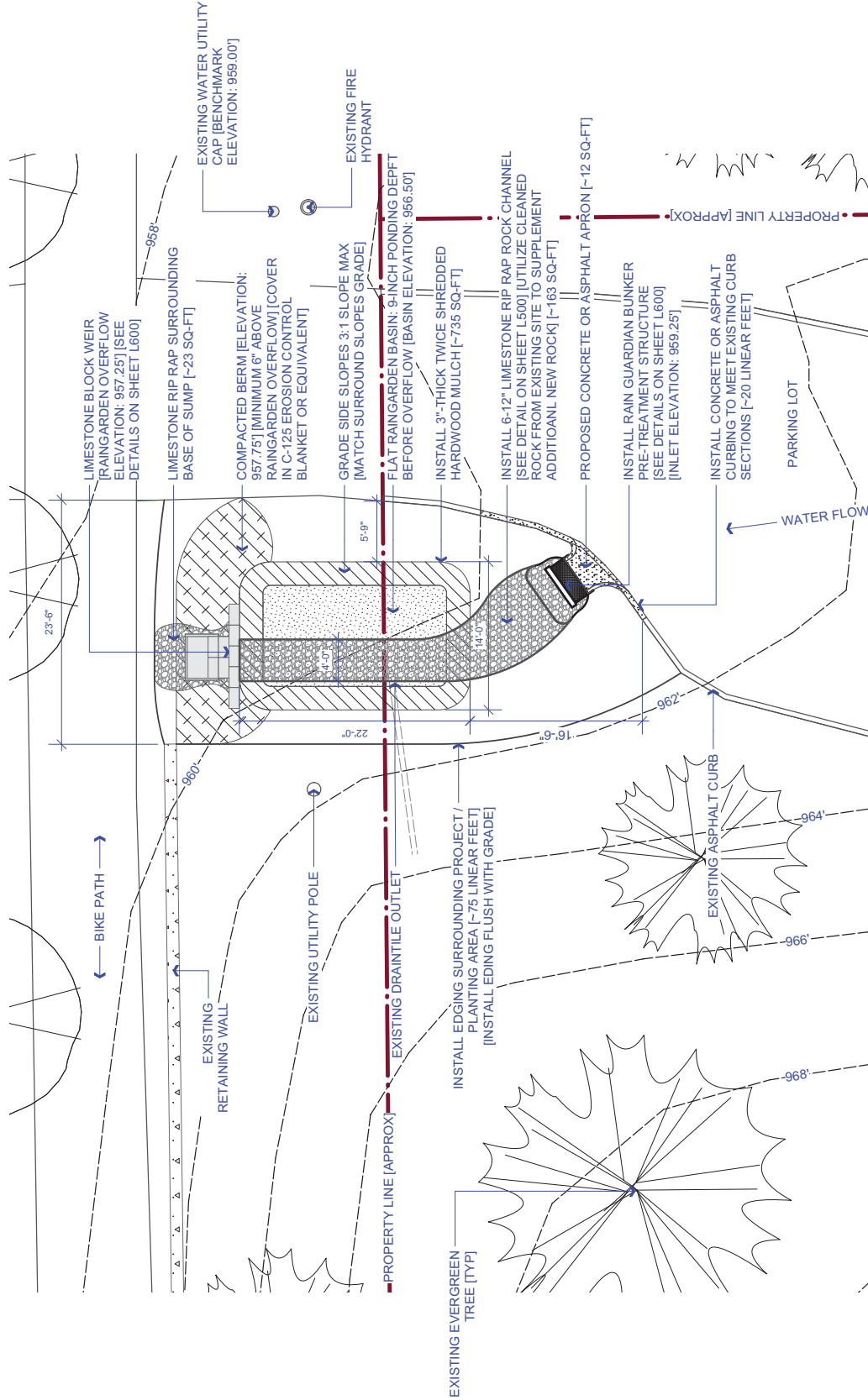
NOTES:
-ELEVATIONS ARE APPROXIMATE
[SITE VERIFY]
-CONTRACTOR TO ACQUIRE ANY
NECESSARY PERMITS PRIOR TO
BEGINNING WORK
-EXCAVATE WITH TRACKED EQUIPMENT
ONLY
-RIP UNDERLYING SOILS 6-12"
TO REMOVE COMPACTION



SCALE: 1"=10'-0"

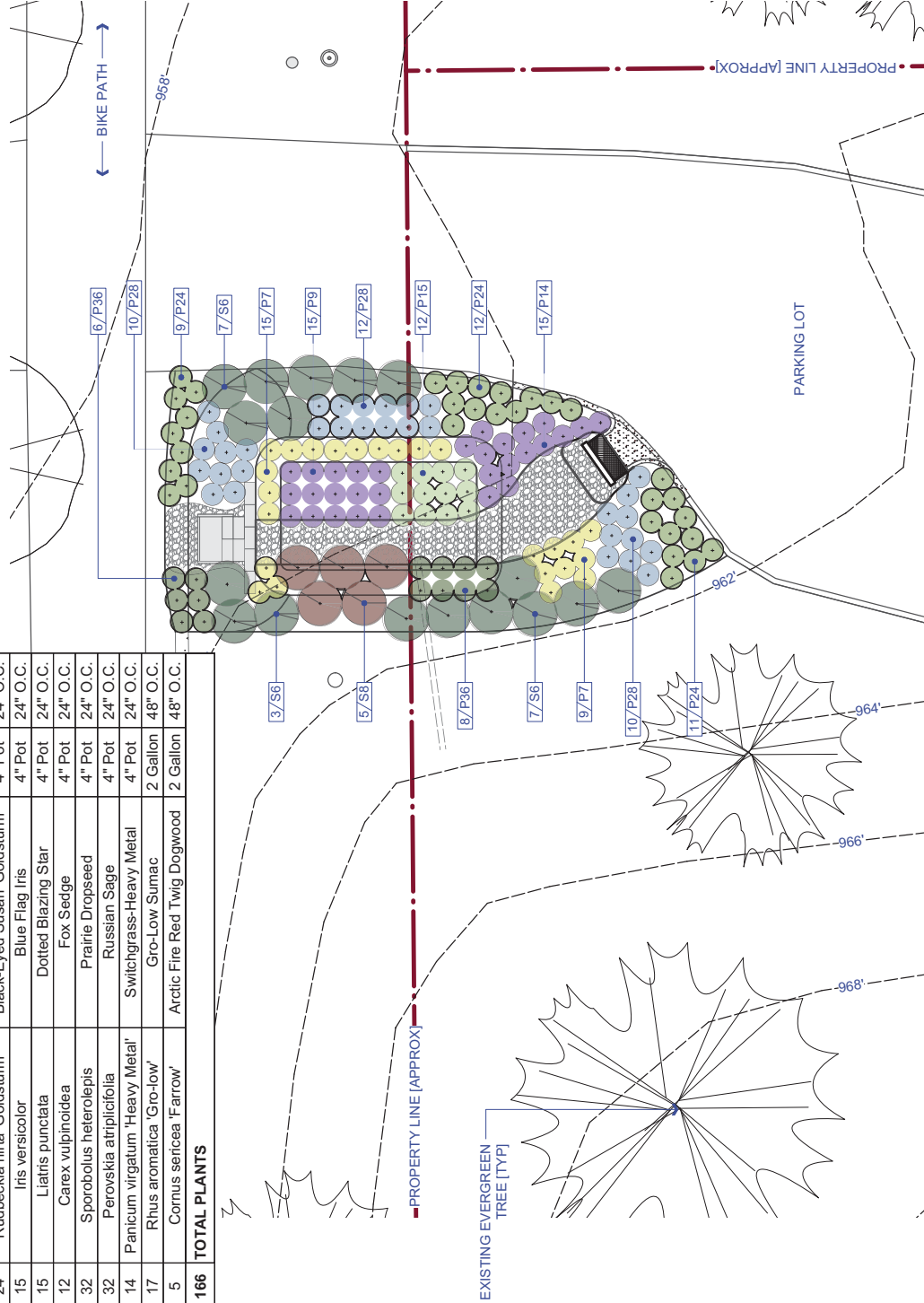
LAYOUT PLAN

L300

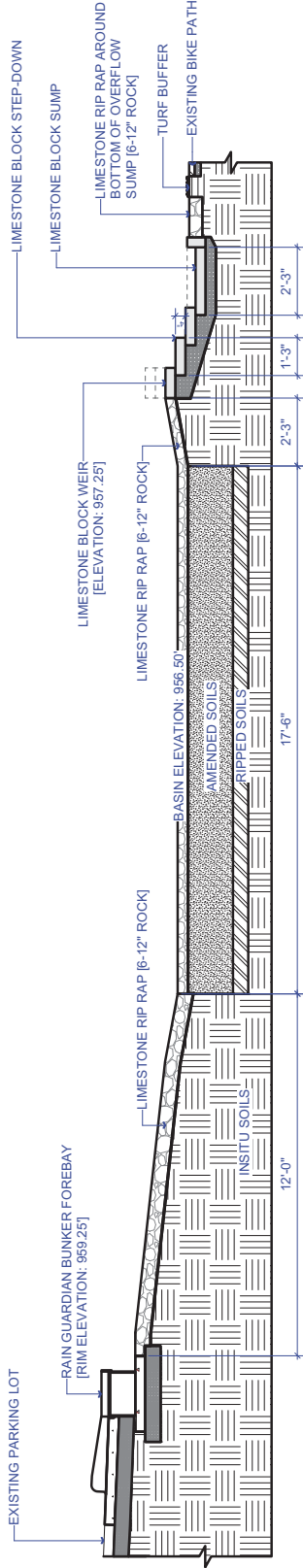


PLANT SCHEDULE

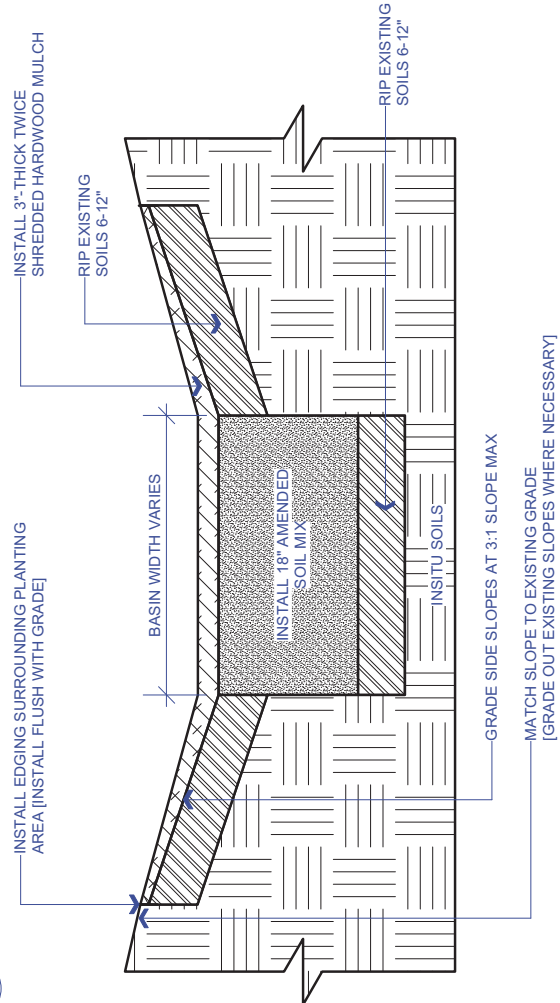
ID	Qty	Latin Name	Common Name	Size	Spacing
P7	24	Rudbeckia hirta 'Goldsturm'	Black-Eyed Susan 'Goldsturm'	4" Pot	24" O.C.
P9	15	Iris versicolor	Blue Flag Iris	4" Pot	24" O.C.
P14	15	Liatis punctata	Dotted Blazing Star	4" Pot	24" O.C.
P15	12	Carex vulpinoidea	Fox Sedge	4" Pot	24" O.C.
P24	32	Sporobolus heterolepis	Prairie Dropseed	4" Pot	24" O.C.
P28	32	Perovskia atriplicifolia	Russian Sage	4" Pot	24" O.C.
P36	14	Panicum virgatum 'Heavy Metal'	Switchgrass-Heavy Metal	4" Pot	24" O.C.
S6	17	Rhus aromatica 'Gro-low'	Gro-Low Sumac	2 Gallon	48" O.C.
S8	5	Cornus sericea 'Farrow'	Arctic Fire Red Twig Dogwood	2 Gallon	48" O.C.
166		TOTAL PLANTS			



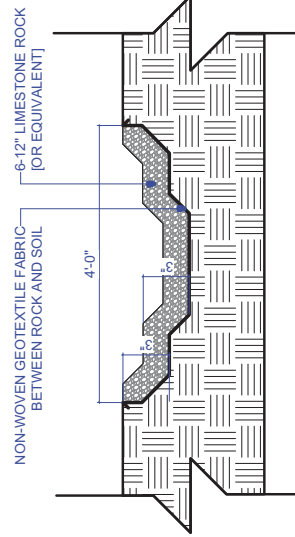
1 RAINGARDEN SECTION
Scale: 1/4" = 1'-0"



2 RAINGARDEN CROSS-SECTION [TYP]
Scale: 3/4" = 1'-0"



3 ROCK CHANNEL CROSS-SECTION
NOT TO SCALE



RAMSEY COUNTY SWCD
1435 PAUL WIRKWOOD DR
ARDEN HILLS, MN 55112
651-266-7280
www.ramseycounty.us

PROJECT: PILGRIM HOUSE CHURCH
LOCATION: 1212 HIGHWAY 96
ARDEN HILLS, 55112
WATERSHED DISTRICT:
RICE CREEK WATERSHED DISTRICT

DESIGNER: BTO
DATE: 07/10/18
REVISION:
REVISION:
REVISION:
CHECKED BY:
TAA:

NOTES:
-CONTACT Gopher State ONE CALL TO CONFIRM UTILITY LOCATIONS PRIOR TO WORK
-EXCAVATE WITH TRACKED EQUIPMENT ONLY
-SUBSTITUTIONS TO CONSTRUCTION DESIGN AND MATERIALS MUST BE APPROVED PRIOR TO INSTALLATION

SCALE:

SITE DETAILS

L500

Ramsey Conservation District

MATERIAL & COST ESTIMATE

[FOR REFERENCE USE ONLY - NOT FOR THE PURPOSE OF BIDDING]

Pilgrim House Unitarian Fellowship
 1212 Highway 96
 Arden Hills, MN 55112
 BMP Type: Raingarden
 Number of BMPs: 1

County: Ramsey
 Date: 11-Jul-18

Materials: Project A

Item	Qty	Unit	Unit Cost	Amount
Aggregate: Rip Rap (6"-12") [Limestone] (supplement with existing cleaned rip rap)	2.50	TON	\$ 65.00	\$ 162.50
Geotex 401 (or Mirfani 140N: Non-woven geotextile, or equal)	186.00	SQ-FT	\$ 0.60	\$ 111.60
Rain Guardian Bunker Pre-Treatment and Apron Installation [9" Rain Guardian Bunker, Base Rock, Concrete Slab, Install - See Attached Specifications]	1.00	JOB	\$ 950.00	\$ 950.00
[20 lin-ft curb (asphalt or concrete, 12 sq-ft concrete or asphalt apron)]				
Edging (Metal: 1/8" x 6" x 8")	75.00	LIN-FT	\$ 8.00	\$ 600.00
Soils: Soil Amendment (80% Washed No.2 Sand, 20% Leaf Compost- MNDOT Grade II)	9.50	CU-YD	\$ 50.00	\$ 475.00
Soils: Clay Soils to Supplement Berm Construction [as necessary]	2.50	CU-YD	\$ 40.00	\$ 100.00
Soils: Twice-Shredded Hardwood Mulch (3" depth)	6.75	CU-YD	\$ 45.00	\$ 303.75
EC Blanket: C125 (6.6' x 108', or equal)	150.00	SQ-FT	\$ 0.40	\$ 60.00
Native Plant: 4" Pot	144.00	EACH	\$ 5.00	\$ 720.00
Native Shrub: 1 Gallon	22.00	EACH	\$ 18.00	\$ 396.00
Limestone Block Weir/Overflow with Sump Installation [17 Limestone Blocks (2'x1'-3"x4") or equal, base rock, non-woven geotextile, adhesive]	1.00	JOB	\$ 800.00	\$ 800.00
Yard Repairs	1.00	JOB	\$ 300.00	\$ 300.00
			Subtotal	\$ 4,978.85

Labor: Project A

Mobilization	1.00	JOB	\$ 500.00	\$ 500.00
Deliveries	3.00	EACH	\$ 100.00	\$ 300.00
Disposal	1.00	JOB	\$ 150.00	\$ 150.00
Grading (Tracked Equipment Only - no wheeled vehicles in excavation area)	6.00	HRS	\$ 150.00	\$ 900.00
Soil Haul-away (create berms before soil haul-away)	3.50	CY	\$ 20.00	\$ 70.00
Material Installation (4 person crew/ 10hr day)	2.50	JOB	\$ 2,200.00	\$ 5,500.00
			Subtotal	\$ 7,420.00

Additional Bid Items [as necessary]

1]	\$ -	\$ -
2]	\$ -	\$ -
3]	\$ -	\$ -
4]	\$ -	\$ -
5]	\$ -	\$ -
6]	\$ -	\$ -
	Subtotal	\$ -

Project Total: Project A

Materials Estimate	\$ 4,978.85
Labor Estimate	\$ 7,420.00
Project Estimate	\$ 12,398.85
:-10%	\$ 11,158.97
:+10%	\$ 13,638.74
Estimated WD/WMO Grant Award:	\$ 7,500.00
Potential Grant Award Total:	\$ 7,500.00
Estimated Landowner Cost:	\$ 4,898.85

DATE:

Scope of Work - "Rain Garden"

Pilgrim House
1212 Highway 96 W
Arden Hills, MN 55112
651-587-6199 (Sharon)
sharonborg41@yahoo.com



412 Harding St. N.E.
Minneapolis, MN 55413
Office: 612.789.9381

Demolition and Preparation

- Remove existing limestone rip rap, save what is economical to clean and reuse.
- Remove existing vegetation, dig deep to insure roots are removed from grasses.

Rain Garden

- Grade rain garden to correct size and elevation, rip soils on edges.
- Build berm around corten weir to direct all overflow water through weir, ammend with clay soils if existing soil is too sandy.
- Excavate 18" of bottom of rain garden using excavator and replace with Sand/Compost mix.
- Grade Rock Channel per specification, lay non woven fabric, and install limestone rip rap.
- Install aluminum edging to separate garden bed from lawn. Includes cutting a 5-6" deep trench to hold the edging, trimming and staking edging sections, and compacting soil around edging sides.
- Mulch planting areas. Includes installing 2-3" of hardwood mulch in the planting areas.
- Any lawn damage around work area or caused by machine access will be regraded with topsoil and seeded, unless specified. If sod is desired it will be extra and lawn repairs are NOT warrantied.

Hardscape Installation

- Install *Rain Guardian Bunker* per installation instructions from manufacturer.
- Pour concrete curbing and pad to connect existing asphalt curbing and drive to the Bunker
- Install Corten Weir with a 1'x1'x8' concrete footing
- Install 2'x4'x8" corten silt basing and pour 4" concrete pas inside leaving 4" walls.

DATE:

Estimate - "Rain Garden"

Demolition and Preparation

Number	Size	Type	Price	Price Total
<i>The amount of debris disposal is difficult to estimate, changes to the estimated amount will</i>				
0	yd.	Disposal by Machine includes labor	\$50.00	\$0.00
0	yd.	Disposal by Hand includes labor	\$81.25	\$0.00
7	yd.	Sod and Weed Disposal	\$25.00	\$175.00
12	yd.	Rain Garden Soil Disposal	\$25.00	\$300.00
2	yd.	Rock and Garbage Disposal	\$48.00	\$96.00
1	ea.	Excavator Rental	\$300.00	\$300.00
TOTAL MATERIAL COST				\$871.00
TOTAL LABOR COST				\$1,608.00
Demolition and Preparation TOTAL				\$2,479.00

Weir and Sump

MATERIAL DIRECT JOB COSTS				
QTY	UNIT SIZE	DESCRIPTION	PRICE	PRICE TOTAL
1	ea.	8'x16"x7ga Corten Steel	\$152.90	\$152.90
2	ea.	4'x8"x 7ga Corten Steel	\$50.60	\$101.20
2	ea.	2'x8"x 7ga Corten Steel	\$33.55	\$67.10
1	ea.	10' stick of 1" Angle Iron	\$16.50	\$16.50
1	ea.	Metal Delivery	\$100.00	\$100.00
1	ea.	Welding Supplies	\$25.00	\$25.00
1	yd	Concrete	\$200.00	\$200.00
1	ea.	3'x5' Pond Liner for under rip rap	\$150.00	\$150.00
TOTAL MATERIAL COSTS				\$812.70
TOTAL LABOR COST				\$945.00
Weir and Sump TOTAL				\$1,757.70

Curbing and Bunker

MATERIAL DIRECT JOB COSTS				
QTY	UNIT SIZE	DESCRIPTION	PRICE	PRICE TOTAL
1	ea.	Rain Guardian Bunker	\$775.00	\$775.00
1	ea.	Delivery	\$150.00	\$150.00
4	bags	Concrete (for Bunker Pad)	\$4.25	\$16.99
1	ea.	Concrete for Curb	\$400.00	\$400.00
1	ea.	Lumber for Forming	\$75.00	\$75.00
6	ea.	1/2x10' Rebar	\$6.60	\$39.60
0.5	yd.	Class V/II	\$46.58	\$23.29
1	ea.	Construction Adhesive	\$4.11	\$4.11
1	yd.	Garbage Disposal	\$48.00	\$48.00
TOTAL MATERIAL COSTS				\$1,531.99
TOTAL LABOR COST				\$1,701.00
Curbing and Bunker TOTAL				\$3,232.99

DATE:

General Landscaping

Number	Size	Type	Price	Price Total
6	16' Sect.	1/8" Aluminum Edging - Black Duraflex, 4" high	\$42.47	\$254.82
3.5	ton	3-12" Limestone Rip Rap	\$60.28	\$210.98
1	ea.	Gravel Delivery	\$150.00	\$150.00
1	6'X100'roll	3.1oz Non-Woven Fabric	\$68.50	\$68.50
2	yd.	Clay Soil	\$27.40	\$54.80
10	yd.	75%sand 25% compost	\$27.40	\$274.00
7	yd.	Hardwood Mulch	\$38.36	\$268.52
2	ea.	Bulk delivery	\$160.00	\$320.00
1	ea.	C125 Erosion Blanket	\$157.55	\$157.55
TOTAL COST				\$1,759.17
TOTAL LABOR COST				\$2,166.00
General Landscaping TOTAL				\$3,925.17
GRAND TOTAL				\$11,394.86



LAB Landscape Design inc.

1196 7th Street East, St. Paul, Minnesota 55106

Project Manager: Chuck Hanna Proposal Date: December 18, 2018
 Job Name: Pilgrim House Unitarian Fellowship Revised Date: _____
 Street Address: 1212 Highway 96 Bill To: Same
 City, State, Zip: Arden Hills MN 55112 Street Address: _____
 Telephone (home): _____ City, State, Zip: _____
 Telephone (cell): _____ Email Address: _____
 Job Description: Raingarden

Item	Description	Unit	Qty	Unit Price	Total
Mobilization	Mobilization of Equipment, Supplies and Labor, Deliveries and Disposal	LS	1	\$600.00	\$ 600.00
Demo	Excavation and sod removal	LS	1	\$650.00	\$ 650.00
Demo	Asphalt removal and disposal	LS	1	\$50.00	\$ 50.00
Install	6" to 12" Rip Rap	Ton	2.5	\$100.00	\$ 250.00
Install	Geotex 401 Fabric	SQF	186	\$1.00	\$ 186.00
Install	9' Rain Guardian Pre-Treatment Chamber	LS	1	\$550.00	\$ 550.00
Install	1/8" Metal Edging	LF	75	\$9.00	\$ 675.00
Install	Concrete Curb and Apron	LS	1	\$1,100.00	\$ 1,100.00
Install	Amended Soils 80/20 Sand to Compost	CY	9.5	\$65.00	\$ 617.50
Install	Clay Soils for Berm	CY	2.5	\$50.00	\$ 125.00
Install	Limestone Block Weir	LS	1	\$740.00	\$ 740.00
Install	4" Native Perennials	Each	144	\$8.00	\$ 1,152.00
Install	#1 Native Shrubs	Each	22	\$27.00	\$ 594.00
Install	Twice Shredded Hardwood Mulch	CY	6.75	\$65.00	\$ 438.75
Install	Yard Repairs and Clean up	Allowance	1	\$150.00	\$ 150.00
Install	Grading	Hourly	6	\$125.00	\$ 750.00
Install	Soil Haul Out	LS	1	\$125.00	\$ 125.00
Install	Installation Labor	Hourly	40	\$75.00	\$ 3,000.00
Deliveries	Plants, Soils, Block	Each	3	\$125.00	\$ 375.00
				Sub-Total	\$12,128.25
				MN Sales tax	\$0.00000 \$0.00
				New Total	\$12,128.25

Outdoor Lab Landscape Design Inc, Project Manager Date

Client's Signature

The undersigned agrees to the scope of work, price, and payment terms described above.
 Payment Terms: Net 30 Days

Plant materials are subject to availability and substitutions may be made as necessary. All trees and woody plant materials are warranted for one year from the date of the projects completion. Warranty does not cover lack of proper care, animal, vehicle, storm, drought, vandalism or human caused damage. Outdoor Lab Landscape Design Inc proposes to furnish material and labor complete in accordance with the above description of work to be completed and cost estimate. All work is to be completed in a workman like manner according to standard practices. Any alteration or deviation from the above description of work to be completed involving additional cost will be executed only upon written order and will be charged over and above this estimate. All labor and material is conclusively accepted as satisfactory unless expressed in writing within 60 days of performance. All agreements are contingent upon strikes, accidents or delays beyond our control. Damage to driveways, underground structures (wires, cables, irrigation) is the responsibility of the party accepting this agreement. Measures shall be taken on the part of Outdoor Lab Landscape Design, Inc to ensure the site is prepared to prevent foreseeable damage due to weather during the installation period. Any delays or damage to landscaped area due to weather may be charged over and above this estimate. This agreement gives consent to Outdoor Lab the use of photograph of work completed by Outdoor Lab for training, literature and marketing of Outdoor Lab

PLEASE TAKE NOTICE; ANY PERSON OR COMPANY SUPPLYING LABOR OR MATERIALS FOR THIS IMPROVEMENT TO YOUR PROPERTY MAY FILE A LIEN AGAINST YOUR PROPERTY IF THAT PERSON OR COMPANY IS NOT PAID FOR THE CONTRIBUTIONS. UNDER MINNESOTA LAW, YOU HAVE THE RIGHT TO PAY PERSONS WHO SUPPLIED LABOR, EQUIPMENT, OR MATERIALS FOR THIS IMPROVEMENT DIRECTLY AND DEDUCT THIS FROM OUR CONTRACTORS PRICE, OR WITHHOLD THE AMOUNTS DUE THEM FROM US UNTIL 120 DAYS AFTER THE COMPLETION OF THE IMPROVEMENT UNLESS WE GIVE YOU A LIEN WAIVER SIGNED BY PERSONS WHO SUPPLIED ANY LABOR OR MATERIAL FOR THE IMPROVEMENT AND WHO GAVE YOU TIMELY NOTICE.



Water Quality Grant Program Project Screening Form

Project / Landowner Name: Pilgrim House Unitarian Fellowship	Affected Water Body: Karth Lake
Project Address: 1212 Highway 96	City: Arden Hills
County: <input type="checkbox"/> ANOKA <input checked="" type="checkbox"/> RAMSEY <input type="checkbox"/> HENNEPIN <input type="checkbox"/> WASHINGTON	Project Type(s): Raingarden
Application Date: 01/29/2019	Project Effective Life: 10 years
Violation or Permit Requirement: <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO	Reviewer: Brian T. Olsen

Projects are screened for potential grant eligibility based on the following criteria. (0 = Low, 5 = High)

1. Connectivity to Water Body

a. Is the project tributary to a PCA-listed impaired water (not mercury) or a RCWD Tier I or Tier II waterbody?

(NO) (YES, within Subwatershed) (YES, Direct Connection)

0 1 2 3 4 5

b. If NO, is the project tributary to a lake, stream, ditch, or DNR-Protected Water Wetland (PWW)?

(NO) (YES, within Subwatershed) (YES, Direct Connection)

0 1 2 3 4 5

2. Contributing Watershed Characteristics: Surface type draining to the project.

0% Impervious 50% Impervious 100% Impervious

0 1 2 3 4 5

Comments: _____

3. Volume Reduction: Implements controls to reduce and/or minimize the rate and volume of water that drains off the property.

No Infiltration/Filtration Filtration Infiltration

0 1 2 3 4 5

Comments: _____

4. Erosion and Sediment Control: Implements controls that minimize erosion and/or sedimentation and pollutants to downstream waters.

No Erosion Visible Erosion

No Sediment Capture Sediment Capture

0 1 2 3 4 5

Comments: _____

5. Wildlife Habitat Improvement: Creates or improves wildlife and or pollinator habitat through native plantings or other restoration efforts.

Not Connected to Wildlife Corridor Connected to Wildlife Corridor

0 1 2 3 4 5

Comments: _____

6. Public Outreach: Willingness of applicant to allow signage, tours and site visits. Publically visible site. Diversity of practices.

Low Public Visibility Moderate Public Visibility High Public Visibility

0 1 2 3 4 5

Comments: _____

Total Score: 23
Minimum Eligibility = 15

ITEMS REQUIRING BOARD ACTION

1. Consider City of Dellwood Local Water Plan. (Lauren Sampedro)

MEMORANDUM

Rice Creek Watershed District

Date: April 3, 2019
To: RCWD Board of Managers
From: Lauren Sampedro, District Technician
Through: Phil Belfiori, Administrator
Subject: Consider Approval of Dellwood Local Water Management Plan

BACKGROUND

On January 11, 2018 the Rice Creek Watershed District (RCWD or the District) received the City of Dellwood's Local Water Management Plan (Plan) for its formal review, comment, and approval. In its review of the Plan on March 1, 2018 the District provided several comments to the City. The comments were made based on local plan requirements in RCWD's 2010 Watershed Management Plan and Minnesota Rules 8410 and Minnesota Statute 103B.235. The Metropolitan Council completed its review of the Plan on February 2, 2018 and concluded that it is generally consistent with the Council's Water Resources Policy Plan. The City submitted a revised plan on December 21, 2018 and February 14, 2019 for the District to review and the District provided additional comments to the City. RCWD staff find the City has adequately addressed all RCWD comments in a revised plan received April 1, 2019.

The City's Plan is now consistent with the District's 2010 Watershed Management Plan and clearly acknowledges RCWD's regulatory role in implementing its rules and administering the Wetland Conservation Act within the City. The City will also maintain or reduce the existing intercommunity flow rate into White Bear Township through the City's policies and working with the RCWD.

The City has identified a few water resource issues within or near the City including drainage or flooding issues and the City is involved in three TMDLs. The City drains to Ramsey-Washington Judicial Ditch 1, which is impaired for dissolved oxygen and the City is listed as a regulated MS4 on the Bald Eagle Lake TMDL, Peltier and Centerville Lake TMDL, and the Upper Mississippi River Bacteria TMDL. There are currently drainage or flooding issues along Hwy 244 and North and South Peninsula Roads, which are bounded by a large wetland area. To address these drainage issues the City will investigate possible solutions, which may result in a partnership between MNDOT, the City, and RCWD. The City is considering the replacement of the culverts under Peninsula Road, which would be completed in conjunction with the City's planned street improvement project on Peninsula Road and is included in the City's CIP Table. The City is also monitoring the culverts under Highway 244, which may need repair and replacement in conjunction with the Peninsula Road street improvement project. To address the impaired waters, the City will work with the District and neighboring cities to meet the categorical waste load allocations for the Bald Eagle Lake TMDL and the Peltier and Centerville Lake TMDL. The City will also continue implementing its current ordinance for citizens to pick up animal waste, which will help address the Upper Mississippi River Bacteria TMDL goals.

RECOMMENDATION

Based on staff review of the Draft Plan along with the changes made to reflect the District's comments, the Plan has been determined to be consistent with the District's Watershed Management Plan and associated Rules. Staff recommends that the Board of Managers approve the City of Dellwood's Local Water Management Plan as submitted to the District on April 1, 2019.

Proposed action: Manager _____ moves to offer resolution 2019-10 and its adoption, seconded by Manager _____.

MEMORANDUM

Rice Creek Watershed District

Attachments:

Draft Resolution 2019-10

Relevant Sections of the Dellwood Local Water Management Plan including:

- Executive Summary
- Identified Issues
- CIP Table

RESOLUTION 2019-10

**RICE CREEK WATERSHED DISTRICT
BOARD OF MANAGERS**

**RESOLUTION TO APPROVE
DELLWOOD LOCAL WATER MANAGEMENT PLAN**

Manager _____ offered the following Resolution and moved its adoption, seconded by Manager _____,

WHEREAS on June 9, 2010, the RCWD adopted a new Watershed Management Plan (WMP) under Minnesota Statutes 103B.231, which details the existing physical environment, land use and development in the watershed and establishes a plan to manage water resources and regulate water resource use to improve water quality, prevent flooding and otherwise achieve the goals of Minnesota Statutes Chapters 103B and 103D;

WHEREAS the WMP incorporates the Rules adopted by the RCWD to improve water quality, prevent flooding and otherwise achieve the goals of Minnesota Statutes Chapters 103B and 103D;

WHEREAS on January 11, 2018 the City of Dellwood (City) submitted an update to its local water management plan under Minnesota Statutes 103B.235 for formal RCWD review and approval;

WHEREAS the Metropolitan Council received a copy of the local plan and advised the District that it had no comment on the local plan;

WHEREAS the RCWD has determined that the local plan, as revised and submitted on April 1, 2019, meets the requirements for approval set forth in the WMP, except that the local plan does not provide for the adoption of official controls or implementation of inspection and administrative procedures necessary to insure that the full regulatory standards of the RCWD are met, as required by the WMP in order for the City to assume sole regulatory authority;

WHEREAS the City does not wish to assume sole regulatory authority but, instead, wishes to authorize the RCWD to continue to require permits for the use and development of land, and otherwise exercise its regulatory authority within the City, within the meaning of Minnesota Statutes 103B.211, subd. 1(a)(3); and

WHEREAS the RCWD's approval of the local plan rests on the City's agreement that the RCWD will continue to exercise its present regulatory authority; and

WHEREAS the RCWD and the City understand that the RCWD would deem a future withdrawal of the City's authorization without an RCWD determination that the City's official Controls meet WMP standards to constitute a failure to adopt the implementation program of

the local plan as specified in Minnesota Statutes 103B.211, subdivision 1(a)(3)(i); and

WHEREAS the RCWD and the City recognize and agree that the City at a later time may amend its plan in order to assume sole regulatory authority, subject to RCWD approval;

THEREFORE, BE IT RESOLVED that the RCWD Board of Managers hereby approves the City of Dellwood’s local water management plan, as submitted on April 1, 2019.

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>	<u>Abstain</u>
WALLER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HAAKE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BRADLEY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WAGAMON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PREINER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote, the Chair declared the Resolution _____.

Michael Bradley, Secretary

Dated: April 10, 2019

* * * * *

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 hereunto set my hand this 10th day of April 2019.

Michael Bradley, Secretary

EXECUTIVE SUMMARY

Management and protection of each community's water supply, protection of its surface water resources, and treatment of its sewage are of great importance to the community and to the Metropolitan Council. A community's management of each of these resources directly impacts the health of citizens in that community as well as surrounding areas. As such, Minnesota State Statutes and Metropolitan Council policies specify standards that must be addressed on each of these topics within the Comprehensive Plan.

Minnesota Law requires that all municipalities include three sections within the water resources management plan which are as follows:

Water Supply Plan: The Water Supply Plan ensures a safe and sufficient water supply

Wastewater and Comprehensive Sewer Plan: The Wastewater and Comprehensive Sewer Plan specifies areas to be seweraged by a public system, sets standards for operation of private systems and identifies areas that are not suitable for public or private systems.

Surface Water Management Plan: The Surface Water Management Plan protects water quality and addresses water quantity issues.

INTRODUCTION

The City of Dellwood is an established community with a population of about 1,000 located northeast of Minneapolis/St. Paul in Washington County. Dellwood is excluded from Metropolitan Council's MUSA Line and has no public water or sewer facilities.

Dellwood's storm water system is complete. The City's needs are for management and maintaining the existing drainage system, including replacement and upgrading where required.

Dellwood is considered to be fully developed. Significant redevelopment or rezoning is not anticipated for the future. Land uses within the City are limited to single family residential dwellings in the R-1, R-2 and F/E Agricultural Districts. A one-acre minimum lot size is required in the R-1 District, and at least two-acres are required in the R-2 District. In the Farm/Estate

District, a five acre minimum lot site is required but a Planned Residential Development is available for parcels having at least 20 developable acres exclusive of roadways. In the PRD District, Lots must average three acres in size and no lot may be less than two acres in size.

There are no large undeveloped parcels remaining, except for two private Golf Clubs, a Winery and an Apple Orchard. Should any of those uses be discontinued in the future, development would be subject to the five-acre minimum or the PRD Ordinance. There is no significant public open space in the City. There is a parcel of land at the northeast corner of Apple Orchard Road and LaCosta Drive which consists of approximately 5 acres and is preserved as a wildlife area. It is not maintained as a public park and is not open for public use.



The City of Dellwood is located entirely within the Rice Creek Watershed District. Dellwood will continue to ensure that its development standards are consistent with Rice Creek Watershed District Rules, Regulations, Policies and Standards.

WATER SUPPLY

There is almost no municipal water supply system in Dellwood. A few homes at the South end of the City receive municipal water from Mahtomedi under a Joint Powers Agreement.

The rest of Dellwood’s facilities depends upon their own individual or shared private water supply system.

The City administers a well water testing program on a regular basis, which includes spot checking on a random basis. Samples are collected by the city and are delivered to the Minnesota Department of Health where they are tested for nitrate concentration and bacteria contamination. In the event any contamination is found, the well is disinfected and re-tested. To date, no significant amount of contamination has been found.

Minnesota PCA maintains monitoring Well Number 2 on the Dellwood Hills Golf Course. The purpose is to characterize the physical, chemical, bacteriological and organic properties of the groundwater resource. It is believed that any significant change in the groundwater quality will be monitored and reported to the City of Dellwood should any action be required.

The City is not aware of any public waters appropriation permits or operations other than that issued by Rice Creek Watershed District to Pine Tree Apple Orchard.

Groundwater & Recharge Areas

Existing groundwater and recharge areas are protected and preserved by ordinance. Any wetland located on a developable lot is protected as a drainage or ponding easement in its natural state. No filling or grading of wetland area is allowed. The zoning ordinance addresses permits for excavation, grading and filling operations. Any such operations intended for the purpose of reclaiming land requires a Conditional Use Permit. As such, all requests for a permit are referred to Rice Creek Watershed and Minnesota DNR for review and comment.

WASTEWATER

The City has adopted a policy that no municipal sewer system will be proposed or needed, and that properties within the City shall be served by individual sewage treatment systems. Dellwood is served by Individual Sewage Treatment Systems (ISTS) and Two Community systems. There are roughly 77 ISTS systems in Dellwood. The following table details the household and employment forecast for the City through 2040, based on the Metropolitan Council’s forecasts.

Forecast Year	Households	Employment
2010	373	277
2020	400	330
2030	430	330
2040	450	330

The City has enacted annual inspection, licensing, and construction standards which are rigorously enforced through the Sewer Ordinance. By ordinance, Dellwood has adopted the minimum standards and criteria for individual sewage treatment systems of Minnesota Pollution Control Agency (MPCA) Water Quality Division (also known as Minnesota Rules Chapter 7080). In addition, Dellwood has enacted regulations which are more restrictive than the standards in applications to the capacity of septic tanks, the number of tanks required, the size and construction requirements for each drainfield. Dellwood also requires each and every home site to have a suitable area for location of an alternate system.

Surface Water Drainage Facilities

The following map depict the drainage areas in the City of Dellwood. Dellwood is composed of 18 subwatersheds. Subwatersheds are smaller drainage areas in a larger watershed. The map also identifies areas identified as potentially vulnerable to contamination from surface and groundwater interaction. The City will continue to monitor these areas closely in an effort to prevent and mitigate contamination. The culvert map shows the approximate location of culverts in Dellwood, including their material and size.

- Public Ditches in Rice Creek Watershed District:** The City has only one public ditch in its confines, being Ramsey/Washington Judicial Ditch No. 1, (RWJD1). The land around RWJD1 is the only area in Dellwood which could potentially see an increase in the floodplain elevations in the future.
- City Maintained Drainage System:** Dellwood has identified the location of open ditches, catch basins, piping conveyances and culverts within the City. Drainage systems are elevated, installed, upgraded, maintained and replaced as feasible and practical on a project-by-project basis.
- Inter Community Flows:** One point of discharge from the City of Dellwood into another community has been identified by Rice Creek Watershed District. This point of intercommunity discharge into the township of White Bear and associated peak flow rates are identified below. Through deference to RCWD rules and through the City’s policies, the City will maintain or reduce discharge flow rates leaving the City and entering White Bear Township.

Inter-Community Flow Rates (cfs)					
Receiving City	Watercourse	2-yr/24-hr rainfall	10-yr/24-hr rainfall	100-yr/24-hr rainfall	100-yr/10 day snowmelt
W.B. Twp.	RWJD1	38	101	254	248

- Water-Based Recreation Areas:** White Bear Lake provides the most terms of water-based recreation within the City of Dellwood. The main public access points are through Ramsey County. There are no public access points or water-based recreational areas in Dellwood.

EXISTING WATER PROBLEMS

Impaired Waters

The Minnesota Pollution Control Agency lists the following waterbodies located within or near the City as being impaired:

- Ramsey/Washington Judicial Ditch 1 (Assessment ID: 07010206-565):** Impaired for dissolved oxygen, affecting aquatic life.
- White Bear Lake (Assessment ID: 82-0167-00):** impaired for mercury in fish tissue, affecting aquatic consumption.
- Bald Eagle Lake (Assessment ID: 62-0002-00):** Impaired for mercury in fish tissue and nutrient/eutrophication biological indicators, affecting aquatic consumption and aquatic recreation.
- Peltier Lake (Assessment ID: 02-0004-00):** Impaired for mercury in fish tissue and nutrient/eutrophication biological indicators, affecting aquatic consumption and aquatic recreation.
- Centerville Lake (Assessment ID: 02-0006-00):** Impaired for nutrient/eutrophication biological indicators, affecting aquatic recreation.
- Fish Lake (Assessment ID: 82-0137-00):** Impaired for nutrient/eutrophication biological indicators,

affecting aquatic recreation.

- **Clearwater Creek (Assessment ID: 07010206-519):** Impaired for aquatic macroinvertebrate and fishes bioassessments, affecting aquatic life.
- **Upper Mississippi River (Assessment ID: 07010206):** Impaired for fecal coliform and mercury in fish tissue, affecting aquatic consumption and recreation.

Corrective Action: The Minnesota Pollution Control Agency completed Total Maximum Daily Load (TMDL) studies for Bald Eagle Lake, Peltier & Centerville Lake, and Upper Mississippi River. The Bald Eagle Nutrient TMDL, Peltier & Centerville Lake TMDL and Upper Mississippi River TMDL identify a categorical waste load allocation for the City of Dellwood. Dellwood currently has an ordinance for citizens to pick up animal waste to reduce the presence of E. Coli bacteria in the community, which helps address the Upper Mississippi Bacteria TMDL goals. The City of Dellwood will work with neighboring communities, the Minnesota Pollution Control Agency, and the Rice Creek Watershed District to meet the categorical waste load allocation for Bald Eagle Lake and Peltier and Centerville Lake, and to address any future impairments and TMDLs as necessary.

Dellwood is also currently experiencing two water-related issues which are being investigated by the City Engineer.

1. There is a drainage issue on 35 Evergreen Road, which involves flooding of surface water; the origin of which is not known at this time. The property owners have taken remedial action and the problem appears to have been resolved.

Corrective Action: The City will continue to monitor this problem area in cooperation with the owners at 35 Evergreen Road and nearby properties.

2. Another issue presents itself at the wetland area bounded by Highway 244 (Dellwood Avenue) and the North and South Peninsula Roads.

Corrective Action: A possible solution to this problem is pursuing a capital improvement project with Rice Creek Watershed District, resulting in a potential partnership between MnDOT, the City, and RCWD. The City Engineer is investigating as to why this wetland area is not draining properly. Culverts under both South Peninsula Road may need cleaning or replacement, which would be done if necessary in conjunction with street improvements scheduled for year 2019. These road improvements are listed in the City's CIP

PLAN AMENDMENTS

1. **Amendment procedure:** All amendments to the Plan must adhere to the review process provided in Minnesota Statute section 103B.231, Subd. 11, except when the proposed amendments are determined to be minor amendments according to the following provisions:
 - The City Council has either agreed that the amendments are minor or has failed to act within five working days of the end of the comment period specified in item B unless an extension is agreed upon.
 - The City has sent copies of the amendments to the plan review authorities for review and comment allowing at least 30 days for receipt of comments; has identified the minor amendment procedure is being followed and directed that comments be sent to the City.
 - No objection to the amendments has been filed with the City within the comment period specified in item B unless an extension is mutually agreed upon between the County and the City.

CAPITAL IMPROVEMENT PROGRAM: 2017-2029
 CITY OF DELLWOOD, MINNESOTA

Year:	2019	2023	2029
Project:	Street improvement project with stormwater management controls and culvert replacement	Reclaim and/or Overlay project with stormwater management controls	Reclaim and/or Overlay project with stormwater management controls
Cost:	\$300,000 (estimate)	\$1,004,000.00	\$321,900.00
Included Areas/ Streets	Peninsula (S. Peninsula and Gardener)	Apple Orchard Road, Meadow Lane, Pine Tree Hills, Ordway Street, Echo Street	Dellwood Hills
Funding Source:	City Tax Levy	City Tax Levy	City Tax Levy

**Costs are based on 2016 construction costs and include 10% contingency and engineering.*

ITEMS REQUIRING BOARD ACTION

2. Consider City of Saint Anthony Final Pay Request #10 for Mirror Lake Stormwater Improvement Project. (Kyle Axtell)

MEMORANDUM

Rice Creek Watershed District

Date: March 22, 2019
To: RCWD Board of Managers
From: Kyle Axtell, Water Resource Specialist
Subject: Mirror Lake Improvements Project
City of Saint Anthony Reimbursement Request #10 (Final)

BACKGROUND

On August 25, 2015, the District and City of Saint Anthony (City) entered into a cooperative agreement to implement the Mirror Lake Improvements Project. The project is 100% complete at this time and the City has issued final payment to the contractor. Reimbursement request #9 (December 2018) was originally thought to be the final request for this project. However, there were still a few months of engineering expenses that had not yet been submitted. This request is officially the last reimbursement request from the City of Saint Anthony for this project.

At this time, all BWSR grant reporting activities are complete and a final grant report was submitted to BWSR in January 2019.

The RCWD is responsible for the first \$892,000 of project costs. Beyond that, the RCWD and City split the next \$500,000 evenly and the City is responsible for all project costs beyond \$1,392,000. RCWD's maximum contribution to the project is \$1,142,000. To-date, including this reimbursement request, the RCWD has paid a total of \$1,054,900.03 in project costs, of which \$640,000.00 has come from the BWSR grant and \$414,900.03 has come from RCWD ad valorem funds. The City has paid \$162,900.02. The BWSR grant funds allocated to this project have been 100% utilized.

RECOMMENDED ACTION

District staff recommends that \$2,471.88 be issued to the City of Saint Anthony per the August 25, 2015 cooperative agreement.

Proposed motion: Manager _____ moves to approve the City of Saint Anthony's reimbursement request of \$2,471.88 pursuant to the August 25, 2015 Cooperative Agreement, seconded by Manager _____.

Attachments: City of Saint Anthony final reimbursement request (#10)
(individual invoice copies omitted, available upon request)



INVOICE

3301 Silver Lake Rd, St Anthony, MN 55418-1699
 (612) 782-3301 Fax: (612) 782-3302

DATE: March 5, 2019
INVOICE # 3788

Rice Street Watershed District
 Attn: Kyle Axell

	AMOUNT
GRANT REIMBURSEMENT REQUEST # 10 - MIRROR LAKE	
2018 Expenses:	
<u>WSB Invoices</u>	
October Dredging	\$ 690.00
November Dredging	1,918.00
December Dredging	2,335.75
<div style="border: 1px solid red; padding: 5px; color: red;"> All invoices amounts and check stubs have been cross-referenced by RCWD staff. Kyle Axtell, 03/22/19 </div>	
Total	4,943.75
Less 50% cost sharing match	(2,471.88)
Reimbursement requested, see attached detail summary	2,471.88
ACCT 706-3370-3-3-00	
TOTAL	\$ 2,471.88

All Payments Due Within Thirty Days

ITEMS REQUIRING BOARD ACTION

3. Consider Final Order Directing the Repair of Anoka/Washington Judicial Ditch 3 (Phase 1). (Phil Belfiori/John Kolb)

RESOLUTION 2019-11

**RICE CREEK WATERSHED DISTRICT BOARD OF MANAGERS
FINAL ORDER DIRECTING THE REPAIR OF ANOKA/WASHINGTON JUDICIAL DITCH 3 (PHASE 1)**

Manager _____ offered the following Resolution and moved its adoption, seconded by Manager _____:

WHEREAS, the Rice Creek Watershed District Board of Managers (“Board”), Drainage Authority for Anoka/Washington Judicial Ditch (AWJD) 3, by resolution 2018-35, adopted findings and an order initiating the repair of AWJD 3; and

WHEREAS, in July of 2018, the District staff, assisted by its engineers, performed a survey and inspection of AWJD 3. Based upon the inspection and survey, the Board determined that AWJD 3 was in systematic disrepair. Much of the system has accumulated sediment in excess of 1-foot. Additionally, there is thick vegetation, brush, and trees lining large portions of the open channel as well as portions of the open channel that are heavily vegetated, causing a reduction in hydraulic capacity. There are deadfalls within the channel in many of the treed areas and several culverts are above the established grade of the drainage system; and

WHEREAS, based on the engineering analysis and other inspection of the drainage system, the Board determined that the drainage system is in need of major repair in order to make the drainage system efficient and to restore the drainage system as nearly as practicable to the same hydraulic capacity as originally constructed and subsequently improved. As part of its analysis, the Board recognizes that the repairs needed will be best accomplished by dividing the overall repair of AWJD 3 into phases as outlined by the engineer; and

WHEREAS, the Engineer, after consultation with the Board, has provided a revised repair plan, dated December 21, 2018, to implement the recommended repairs; and

WHEREAS, the Engineer recommends repair phasing as follows:

Phase 1: Repair of the main channel of AWJD 3 east of interstate highway 35 and branch 3 of AWJD 1.

Phase 2: Repair of branches 1, 2 and 4 of AWJD 3.

Phase 3: Repair of the main channel of AWJD 3 west of interstate highway 35 along with minor rehabilitation of the channel of Clearwater Creek (the outlet for AWJD 3 and part of the District’s trunk conveyance system); and

WHEREAS, the order herein addresses only the recommended phase 1 repairs. Subsequent repair phases will proceed upon separate proceedings; and

WHEREAS, since AWJD 3 is part of the District's trunk conveyance system, the majority of costs for the repair of AWJD 3 are paid for by ad valorem taxes consistent with the repair policies adopted in the District's Watershed Management Plan. The use of ad valorem tax revenues to pay for drainage system repairs is an alternative authority under statutes section 103D.621, the exercise of which has been approved by the governing bodies of the cities where AWJD 3 is located; and

WHEREAS, prior to the final hearing on the repair (phase 1) of AWJD 3, the Board held an informational meeting to allow landowners affected by the repair to become familiar with the repair and provide information to the engineers to inform the scope of the repair; and

WHEREAS, the Board provided notice of the final hearing as follows:

By Publication:

- St. Paul Pioneer Press newspaper on March 1, 8, and 15, 2019.
- The Citizen newspaper on March 14, 2019.
- The Quad Press newspaper on March 12, 2019

By Electronic Mail:

- to those on the District's email distribution list and those requesting of email notice of hearings and special meetings on February 27, 2019,.

By Posting:

- at the District office and on the District website commencing on February 27, 2019, and through the date of the hearing.

By Mail:

- to the owners of property and political subdivisions likely to be affected by the repair in the repair report (all owners of property traversed by and adjacent to AWJD 3), mailed February 27, 2019
- to DNR, ACOE and BWSR February 27, 2019 (copies of the engineer's report were mailed to DNR, ACOE and BWSR February 21, 2019); and

WHEREAS, engineer's recommended scope of repair for AWJD 3, contained in the repair report, provides for the restoration of beneficial drainage within the drainage area and minimize adverse environmental impacts; and

WHEREAS, repairs, consistent with the engineer's recommendations, will restore predictable drainage efficiency in order to support current beneficial land uses and future stormwater management demands; and

WHEREAS, the engineer's recommendations are consistent with the Watershed Management Plan and District rules; and

WHEREAS, during the Public hearing, the President called for and accepted public comment on the proposed repair; and

WHEREAS, comments were received as follows:

Kevin Amundsen, asked about the impacts to properties downstream of the repair. Upon Board request, staff responded with a description of modeling performed to determine impact from the work and the on-going implementation of District rate and volume controls for new development to protect properties and preserve conveyance and storage capacities.

Tom and Joanne Benick, asked about the timing of the project, the width of the work and the leveling of spoils. Upon Board request, staff explained the process for the development of plans and specifications for bidding and the likely timing of implementation of the phase 1 repair in 2020. Staff explained the impact weather conditions might have on the timing of the work. Regarding the width of the work, staff noted that the District tries to use the smallest footprint possible and will work with property owners along the corridor, but that the width must be large enough to accommodate equipment and to spread and level spoils. This width is usually 20-30 feet on both sides of the ditch. Mr. Benick specifically requested that the existing spoils on his property be leveled and that new spoils be no higher than what is currently in place.

Suzanne Seeley, asked whether the planning and modeling for the work took into account climate and precipitation changes. Upon Board request, staff responded by explaining the update storm runoff models used to anticipate the impacts of the work and both the protective and conveyance functions of the drainage system. Staff reiterated the implementation of District rate and volume controls for new development to protect properties and preserve conveyance and storage capacities and to create climate change resilience.

Theresa Derksen, requested clearer maps of the work areas and asked about the status of AWJD 3 also being designated as Clearwater Creek. Upon Board request, staff offered to provide more detailed maps of the area near Ms. Derksen's residence. Staff explained the dual status of the channel of portions of AWJD 3 as both drainage system and public water. Staff also encouraged Ms. Derksen to watch for notice of the informational meeting on the scope of repair. Staff reiterated the process for the development of plans and specifications for bidding and the likely timing of implementation of the phase 1 repair.

David Urban, asked about past maintenance activities on the drainage system. Upon Board

request, staff explained the program of minor maintenance on the drainage system, but also discussed the need for reconstruction of the drainage system due to age and deterioration of the system and the need to incorporate modern best management practices.

Bryan Bear, administrator for the City of Hugo suggested that for future meetings regarding the repair, home owners' associations for Victory Gardens, Clearwater Cove, etc., be given notice since the work may impact common interest lots and since owners within the developments might not be receiving direct notice under the guidance provided by the Board; and

WHEREAS, the Board deems the above comments informational and not substantive to the need for, benefit from or configuration of the proposed repair; and

WHEREAS, at the close of public comment, Manager Waller moved, seconded by Manager Bradley to leave the comment period open for written comments through 5:00 p.m. on Tuesday, March 26, 2019. The motion passed by unanimous vote of the four managers present; and

WHEREAS, subject to any further written comment, Manager Wagamon moved, seconded by Manager Bradley to direct staff to prepare findings and an order for the repair of AWJD 3, phase 1, according to the engineer's recommendations; that the findings and order be consistent with the proceedings including any comments and evidence presented; and that the hearing be continued to the Board's regular meeting on April 10, 2019 for the purpose of considering and adopting findings and an order for the repair. The motion passed by unanimous vote of the four managers present; and

WHEREAS, no written comments were received during the extension period; and

WHEREAS, statutory notices throughout these proceedings, as required by Statutes Chapters 103B, 103D and 103E, as well as notices required by local rule were provided and are contained within the record of proceedings maintained by the District; and

WHEREAS, the proposed repair of AWJD 3, phase 1, according to the engineer's recommendation, will be conducive to public health, will promote the general welfare of the District and within the drainage area of the system, complies with the Watershed Management Plan, and otherwise complies with the requirements of state statute; and

WHEREAS, the repair of AWJD 3, phase 1, according to the engineer's recommendation, is necessary and in the best interest of owners of property benefitted by the drainage system.

THEREFORE, the Rice Creek Watershed District Board of Managers makes the following:

ORDER

- A. The Board of Managers orders implementation of the repair of AWJD 3, phase 1, consistent with the engineer’s recommended repair alternative, and consistent with the capital improvement program contained in the District’s Watershed Management Plan.
- B. The Board of Managers directs its administrator to coordinate and take all subsequent actions necessary for implementation of the repair in a manner consistent and compliant with existing law. The Board reserves to itself, however, all subsequent actions required by law to proceed upon Board approval.
- C. The Board of Managers further authorizes expenditures for the repair.

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>	<u>Abstain</u>
WALLER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
HAAKE	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
BRADLEY	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
WAGAMON	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
PREINER	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Upon vote, the Chair declared Resolution 2019-11 _____.

Michael Bradley, Secretary

Dated: April 10, 2019

* * * * *

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 hereunto set my hand this 10th day of April, 2019.

Michael Bradley, Secretary

ITEMS REQUIRING BOARD ACTION

4. Consider Houston Engineering, Inc. Task Order 2019-008 for RCWD Legal Boundary Technical Review. (Phil Belfiori)

Memorandum

Rice Creek Watershed District

To: Board of Managers

Date: April 3, 2019

From: Phil Belfiori, Administrator

Subject: HEI Taskorder 2019-008 for RCWD Legal Boundary Technical Review.

The RCWD Board included a new program in the approved 2019 budget to address boundary adjustments in a more systematic manner. The purpose of the attached HEI taskorder is to initiate the technical process of confirming the RCWD hydrologic boundary and associated political boundary along the entire common boundary with Sunrise River WMO (SRWMO), Coon Creek WD (CCWD) and Mississippi WMO (MWMO) in Anoka County.

This taskorder does not include any work related to the BWSR boundary adjustment petition processes.

The professional services to be provided are identified in the attached document and includes providing technical information to the Board to facilitate boundary adjustment discussions with neighboring Watershed Districts and WMO's. Specifically, the proposed work includes identifying discrepancies between the hydrologic modeling and legal boundary within Anoka County, investigating obvious hydrologic and legal boundary discrepancies, completing field work to resolve remaining boundary discrepancies, and attempting to find technical consensus on the boundary with neighboring watersheds. HEI has estimated the total cost of services at **\$38,000**.

Recommendation

Staff recommends Board approval of the Houston Engineering request for services with a total cost of \$38,000 as defined in attached HEI task order 2019-008 dated March 29, 2019.

Proposed Motion: Manager _____ moves to approve the Houston Engineering request for services with a total cost of \$38,000 as defined in attached HEI memo dated March 29, 2019 and authorize the Board President to execute the document.

Attachments:

- HEI Task Order 2019-008 for RCWD Legal Boundary Technical Review



SCOPE OF SERVICES



Task Order No. 2019-008 Rice Creek Watershed District

Anoka County Legal Boundary Review

RCWD Administrative Information:

RCWD Account Name and Number: RCWD 35-05

Houston Engineering Project No: R005555-0279 Task 002

Task Order Purpose:

The purpose of this task order is to provide a recommendation to the Rice Creek Watershed District (RCWD, District) on a revised legal boundary in Anoka County and generate information which can be used to engage and resolve boundary issues with neighboring Watershed Districts. The deliverables from this task order will provide technical information to the Board to facilitate boundary adjustment discussions with neighboring Watershed Districts and inform a future petitioning of the MN Board of Water and Soil Resources to initiate the legal boundary change (see MN Statue 103D.251).

The District developed a detailed hydrologic boundary during the completion of the District Wide Modeling Program (DWMP). This boundary was created by hydro-conditioning a high-resolution digital elevation model collected using Light Detection and Ranging (LiDAR) technology. The conditioning processes included the use of municipal storm sewers for some but not all cities. However, the hydrologic boundary was never used to update the District's legal boundary. Recently, several neighboring Watershed Districts have requested modification of their boundary with the District.

The work to be performed includes review of available hydrologic and legal boundaries and storm sewer networks including those of surrounding watersheds and the preparation of a revised legal boundary. The intent of this work is to resolve issues regarding reconciling the Districts hydrologic and legal boundaries. These issues include unmaintained tributaries or drainage systems and lack of jurisdiction for maintenance and assessing benefitting lands. Some areas within the current legal boundary may drain to neighboring watersheds. The review and revision of District boundaries will reduce confusion when working at the extremities of the District and enable the advancement of District goals and objectives.

**Task Order No. 2019-008
Rice Creek Watershed District****Anoka County Legal Boundary Review**

The work is proposed as four separate tasks. Task 1 is focused solely on identifying discrepancies between the DWMP hydrologic and legal boundary. This task will focus on the District boundary within Anoka County. Task 2 is focused on using office methods within Anoka County to investigate obvious reasons for and resolving the hydrologic and legal boundary discrepancies, and then comparing the resulting boundary to those of neighboring Districts. Task 3 is focused on completing field work to resolve remaining boundary discrepancies. Task 4 is focused on aiding the District obtain technical concurrence with neighboring districts on changes to the legal boundary.

The purpose of this Task Order is to describe the technical work proposed by HEI. HEI intends to provide the following professional services during the completion of this Task Order:

Task 1: RCWD Boundary Review. HEI will review the current legal boundary and hydrologic boundary and identify parcels where the legal boundary may need to be adjusted. This will be performed for the RCWD boundary within Anoka County. A parcel will be considered part of the legal boundary of the RCWD if at least fifty percent of the total area resides within the hydrologic boundary of the watershed. A map book will be generated showing areas where potential revisions to the legal boundary may be justified. A summary of potential impacted parcels will also be provided to the Board for review.

Task 2: Identify Boundary Discrepancies and Draft Revised Legal Boundary.

HEI will collect and review existing hydrologic boundaries of neighboring watersheds, in Anoka County, to identify discrepancies between those boundaries and RCWD hydrologic boundary. Discrepancies will be identified and further investigated using existing aerial photography, storm sewer network information, and known culvert locations to identify the correct drainage patterns or identify areas where field verification may be necessary. Once the drainage patterns of any contested parcels are verified, inclusion/exclusion into the watershed will be determined and, after any field verification is completed, revised hydrologic and legal (GIS) boundaries will be created. A technical memorandum will be provided summarizing needed changes and justification for those changes, and will include an attachment identifying the property within both the RCWD and Anoka County (described by sections and partial sections) to be recorded by Anoka County.

**Task Order No. 2019-008
Rice Creek Watershed District****Anoka County Legal Boundary Review****Task 3: Field Verification of Parcels Discrepancies.**

If contested areas are identified that cannot be readily resolved with existing GIS and similar information, a field verification may be necessary. These areas will be identified under Task 2 and a 1-man survey crew will be deployed to investigate drainage patterns. Although an estimate of an 8-hour work day of field work is included in this task order, the true scope of this task will not be known until all information has been reviewed and the number of areas that need field verification has been compiled. A list of sites and scope of field survey will be provided to the RCWD for approval before any field work is conducted. Any field verification work will be incorporated into the final boundary adjustments and summarized in the technical memorandum provided under Task 2.

Task 4: District Reviews, Discussion, and Reaching Technical Concurrence.

HEI will assist RCWD staff in efforts to reach concurrence on the legal boundary with neighboring districts. This will include drafting district specific technical memorandums, parcel lists, and mapbooks, review responses from neighboring districts, and working with them to reach concurrence on the proposed changes. The neighboring districts in Anoka County include the Mississippi WMO, Coon Creek Watershed District, and Sunrise River WMO.

Deliverables:

The deliverables for the Task Order include:

- A map book identifying potential changes to legal boundary of RWCD (Task 1);
- A technical memorandum highlighting changes to the legal boundary and justification for the changes (Task 2) ;
- Revised hydrologic and legal boundary shapefiles
- Revised legal boundary description (by section / partial section); and
- A list of sites recommended for field verification.
- Parcel Review technical memorandum, parcel lists, and mapbooks for communication with neighboring districts.



SCOPE OF SERVICES



Task Order No. 2019-008 Rice Creek Watershed District

Anoka County Legal Boundary Review

Schedule and Compensation:

HEI will perform the professional services identified above on a time and materials basis up to the not-to-exceed amount of **\$38,000**. HEI will notify the RCWD should this amount be exceeded for authorization to proceed. **Attachment A** provides a summary of the probable cost per task. HEI reserves the right to move dollars across tasks, while remaining within / below the total amount identified by this Agreement.



SCOPE OF SERVICES



**Task Order No. 2019-008
Rice Creek Watershed District**

Anoka County Legal Boundary Review

Assumptions:

The estimated compensation for the execution of the tasks identified within the "Professional Services Rendered" section of this Task Order is based upon the following assumptions:

1. Neighboring watersheds have accurate, readily available electronic files of hydrologic and legal boundaries and storm sewer networks
2. The number of sites requiring field verification is limited to one 8-hour work day for survey crew.

SIGNATURES:

The services described by this Task Order are being provided in accordance with the Professional Services Agreement between the Rice Creek Watershed District and Houston Engineering dated May 14th, 2008, as amended and extended. This **Task Order** shall be effective **March 1, 2019** as authorized by the signatures of representatives of the Rice Creek Watershed District and Houston Engineering, Inc.

Rice Creek Watershed District

Houston Engineering, Inc.

By: _____

By: Chris Otterness

Name: Ms. Patricia Preiner

Name: Christopher C. Otterness

Title: President

Title: District Engineer

Date: _____

Date: April 3, 2019

Attachment A
ESTIMATED BUDGET
RCWD Boundary Review-Anoka County



Date Prepared: April 3, 2019
 Date Revised:
 Prepared by: S. Wipperfurth/T. Erickson
 Checked by: C. Otterness

Labor **\$36,573**
Expense **\$842**
Total **\$37,415**

TASK DESCRIPTION	Project Manager	Engineer III	Two-Man Field Crew	GIS Technician I	Engineer I	Total	
	CO	TE	Jay	TW	SW	Hours	Dollars
RCWD Boundary Review-Anoka County	18	52	30	47	164	311	\$36,573
Task 1 - Invoicing/Project Management	2	14	0	1	0	17	\$2,317
Kick-off meeting							
Project kick-off meeting	2	2		1			
Invoicing/Project Management							
Monthly Invoicing 0.5 hrs/month for 12 months		12					
Task 3 - Desktop Survey	5	23	30	20	112	190	\$22,616
Collect GIS information							
Collect GIS Information, parcel information, and pipe networks	2	4		4	12		
Create Base Map				4			
Conduct Initial GIS Analysis							
Conduct spatial analysis to identify boundary parcels				8			
Boundary Parcel Review							
Desktop survey review of border parcel determination		12			72		
Draft list of changing parcels		2			8		
Draft TM on areas of interest	1	2			16		
Survey Questionable Areas							
Survey/Site check questionable areas	1	2	30		2		
Revise Parcels/Boundaries	1	1		4	2		
Task 4 - Create Mapbook/Parcel List	5	9	0	16	22	52	\$5,748
Create draft Mapbook							
Draft Map book	2	2		12	4		
Finalize parcel list		1			2		
QAQC Identified Parcels/boundary changes		2			8		
Finalize Mapbook and Boundaries	1			4			
Draft TM	2	4			8		
Task 5 - District Reviews, Discussions, Concurrence	6	6	0	10	30	52	\$5,892
Get concurrence with neighboring districts (4 Districts/WMOs)							
Package Data/Draft TM				3	9		
Review Comments	3	3			12		
Adjust parcels and boundaries to get concurrence	3	3		3	9		
Update Mapbook/Webserver				4			

ITEMS REQUIRING BOARD ACTION

5. Consider 2018 District Financial Report and Audit. (Phil Belfiori)

MEMORANDUM
Rice Creek Watershed District

To: Board of Managers **Date:** April 2, 2019
From: Phil Belfiori, Administrator
Subject: 2018 District Financial Report and Audit

Background / Discussion

On April 1, 2019 the District received the 2018 Annual Financial Report and Audit prepared by Redpath and Company, Ltd., dated December 31, 2018. The report and compliance audit are required annually pursuant to M.S. 103B and 103D. Copies of the report will be sent to the State Auditor’s Office, the Board of Water and Soil Resources, and the Director of the Division of Waters at the Department of Natural Resources to fulfill the legal reporting requirements found in statute.

The Financial Report & Audit concludes with two letters to the District one titled “Independent Auditor’s Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with Government Auditing Standards” found on page 65 and one titled “Minnesota Legal Compliance Report” found on page 67.

The Report on Internal Control identified that the auditors did not identify any deficiencies in internal control that they considered to be a material weakness. This letter also identifies that the results of test disclosed no instances of noncompliance or other matters that are required to be reported under Government Auditing Standards.

The Report on Minnesota Legal Compliance states that nothing came to the attention of the auditors that caused them to believe that the RCWD failed to comply with the provision of the Minnesota Legal Compliance Audit Guide for Political Subdivisions.

Proposed Motion: Manager _____ moves to accept and authorize the filing of the Rice Creek Watershed District 2018 Annual Financial Report and Audit.

ITEMS REQUIRING BOARD ACTION

6. Consider Revision to RCWD Financial and Accounting Manual-Cash and Investment Policy (Phil Belfiori

Memorandum

Rice Creek Watershed District

To: Board of Managers

Date: April 4, 2019

From: Phil Belfiori, Administrator

Subject: Proposed Revision to RCWD Financial and Accounting Manual

District Staff would like to update the Financial and Accounting Manual, -Cash and Investments, to include additional language to address the financial products the 4 M Fund provides through PMA Financial Network/Securities, Inc. The amendment would also add language to give authority to both Administrator and Treasurer.

The Rice Creek Watershed District
Finance and Accounting Manual

Cash and Investments, 12/12/2018.

Rice Creek currently has an administration account and a surety account. There is no restricted investments or cash (other than as allowed by State Statutes), except for the surety account. The District does not currently have set aside investment accounts since the Administration & Surety accounts are also sweep accounts. The watershed may wish to pursue all allowable options for their investments. The following investments will be permitted (as allowed by State Statutes): 1) Certificates of deposit that are fully insured by the Federal Deposit Insurance Corporation or protected with State Statute authorized collateral that has a market value equal to at least 110% of the CD and 2) U.S. government obligations. The watershed allocates investment income and accrued interest to those funds which have a cash balance in them. This is done twice a year based on amount of interest earned during those months.

Cash and Investments, amended 4/10/2019.

Rice CreekThe District currently has an ~~a~~Administration account and a ~~s~~Surety account. ~~There is no restricted investments or cash~~are no restricted funds (other than as allowed by State Statutes), except for the ~~s~~Surety account. The District does not currently have ~~set-aside investment accounts~~ since the Administration & Surety accounts are also sweep accounts. ~~The watershed may wish to pursue~~District will retain all allowable options allowed by law for ~~their~~its investments.

The following investments ~~will be~~are permitted (as allowed by State Statutes): (1) Certificates of deposit ~~and money market accounts~~ that are fully insured by the Federal Deposit Insurance Corporation or protected with State Statute authorized collateral that has a market value equal to at least 110% of the CD or money market account; and (2) U.S. government obligations ~~/treasuries and municipal securities. The District Administrator and District Treasurer shall have the authority to invest and transfer funds.~~

Memorandum

Rice Creek Watershed District

In addition, as a participant in a Minnesota joint powers investment trust, the District may invest:

- (1) in money market funds managed by the trust; and
- (2) through a broker affiliated with the trust, in fixed-rate investments offered by the trust;

that are permitted under Minn. Statutes §118A.04, 118A.05 and 118A.07, subdivision 7. The District Administrator will timely confirm receipt of the broker's annual statement of investment restrictions under Minn. Statutes §118A.04, subdivision 7, and will provide for that statement to incorporate any further investment restrictions that the Board has adopted.

The District Administrator is authorized to make withdrawals and deposits, and to buy and sell investments, as provided for under this section. For the purpose of transactions through the investment trust, the Administrator is designated as the District's chief financial officer within the meaning of Minn. Statutes §118A.02. The Administrator will promptly advise the Board Treasurer of transactions under this section.

The ~~watershed~~ District allocates investment income and accrued interest to those funds ~~which~~ that have a cash balance in them. This is done twice a year based on amount of interest earned during those months.

Proposed Motion:

Motion by Manager _____, seconded by Manager _____, to adopt the Revisions to the RCWD Financial and Accounting Manual dated April 10, 2019 with any non-material changes and direct the Administrator to incorporate it into the District's Policy and Procedures Manual.

ITEMS REQUIRING BOARD ACTION

7. Consider Check Register dated April 10, 2019, in the amount of \$43,020.25 prepared by Redpath and Company.

Rice Creek Watershed District
Check Register
March 28, 2019 - April 10, 2019
To Be Approved at the April 10, 2019 Board Meeting

Check #	Date	Payee	Description	Amount
22863	04/10/19	Comcast	Telecommunications	\$677.26
22864	04/10/19	Lenfer Automotive & Transmission	Vehicle Expense	3,282.07
22865	04/10/19	Noah & Associates, Inc.	Professional Services	906.25
22866	04/10/19	U.S. Bank Equipment Finance	Equipment Lease	249.98
Dir.Dep.	04/15/19	April 15th Direct Deposits	April 15th Direct Deposits	22,260.38
EFT	04/02/19	Xcel Energy	Telecommunications	11.32
EFT	04/15/19	Internal Revenue Service	04/15 Federal Withholding	7,678.71
EFT	04/15/19	Minnesota Revenue	04/15 State Withholding	1,366.37
EFT	04/15/19	Empowerment Retirement	04/15 Deferred Compensation	1,751.00
EFT	04/15/19	PERA	04/15 PERA	4,836.91
Total				<u><u>\$43,020.25</u></u>

ITEMS FOR DISCUSSION AND INFORMATION

1. Engineers Report and Timeline.



District Engineer - Monthly Project Report March 2019 Rice Creek Watershed District



Date Prepared: 2-Apr-19
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	\$253,383	(\$83)	N	98%	100%	Y	N/A	30-Nov-18	N/A	The Contractor will complete remaining punch list items in the Spring including paving of the trail wear course.
Oasis Pond IESF - Construction Management Support	\$45,340	\$37,001	\$8,339	N	98%	82%	Y	N/A	30-Sep-18	N/A	Contractor has been paid a final payment. Facility startup and project closeout will be completed in the spring.
Brown's Preserve Monitoring and Wetland Bank Management - 2018	\$23,725	\$22,408	\$1,317	N	95%	94%	Y	N/A	31-Mar-19	N/A	Critical Connections Ecologic Services has completed 2018 on-site monitoring. A draft report was prepared and a presentation will be provided at the April Board workshop.
JD 2 Branch 1 & 2 Repair Design, Staking, and Construction Management	\$43,700	\$4,011	\$39,689	N	15%	9%	Y	N/A	31-Dec-18	N/A	District staff is continuing to contract for project components.
JD 3 Repair Report	\$63,590	\$64,212	(\$622)	N	98%	101%	Y	N/A	1-Jun-19	Y	Staff continues to coordinate with the City of Hugo as LGU for WCA. A public waters reclassification letter is being prepared. A public hearing was held for the repair report.
New Brighton/St. Anthony/Roseville Basic Water Management Project - Phase 2	\$131,500	\$81,824	\$49,676	N	65%	62%	Y	N/A	1-May-19	N/A	A meeting was held with project partners to discuss the initial model findings and gain consensus on project design components.
DNR/FEMA Modeling Updates	\$222,460	\$200,419	\$22,041	N	90%	90%	Y	N/A	1-Apr-20	N/A	HEI has delivered the initial modeling to the DNR for review. Next steps include response to DNR comments and determination of floodways.
Watershed Plan Update	\$180,700	\$82,186	\$98,514	N	50%	45%	Y	N/A	31-May-20	N/A	Section 4 (projects and programs) has been modified per Board comment. Sections 5 and 6 have been delivered to District Staff for review.
CWPMP Modification Investigation and Feasibility	\$8,900	\$9,075	(\$175)	N	95%	102%	Y	N/A	1-Nov-18	N/A	HEI has prepared, and District staff have reviewed, a draft memo describing the effect of potential modifications to the CWPMP rule. A meeting will be scheduled to discuss the report with Cities.
Carp Barrier Power Supply Project - Construction Management Support	\$20,555	\$19,419	\$1,136	N	95%	94%	Y	N/A	31-Dec-18	N/A	Construction of the electrical service is completed.
Ramsey County Ditch 11 Historical Review and Technical Information for Public Drainage Proceedings	\$21,100	\$15,494	\$5,606	N	75%	73%	Y	N/A	31-Dec-19	N/A	Surveying and review of historic documents has been completed. A draft report and draft ACSIC profile are being prepared.
GIS Viewer and Permit Database Maintenance and Web Hosting	\$15,000	\$3,392	\$11,608	N	25%	23%	Y	N/A	31-Dec-19	N/A	HEI completes miscellaneous updates to the GIS viewers and permit database on an as-requested or as-needed basis.
Comprehensive Wetland Protection and Management Plans Annual Reporting	\$17,150	\$1,475	\$15,675	N	9%	9%	Y	N/A	31-Dec-19	N/A	Initial review of the 2018 permits related to CWPMPs has begun.
ACD 53-62 MT and Br3 Repair Report	\$48,400	\$710	\$47,690	N	1%	1%	Y	N/A	30-Jun-20	N/A	HEI has initiated surveying of the potential work limits.

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 March 2019

