

**PRELIMINARY REGULAR AGENDA**

*Agenda to be Finalized at Meeting*

- A. CALL TO ORDER
- B. ROLL CALL
- C. APPROVE AGENDA
- D. RESIDENT'S FORUM
- E. APPROVE MINUTES
  - 1. October 17, 2024, Regular Meeting
- F. FINANCE MATTER
  - 1. Treasurer's Report
  - 2. Payment of Bills
  - 3. Posting for Audit Services ~ Update
  - 4. TimeSaver Secretarial 2025 Addendum
- G. NEW BUSINESS
  - 1. Permit #2024-33 ~ Holiday Station Store ~ Andover
  - 2. Permit #2024-34 ~ CSAH 7 at County Road 158 Roundabout ~ Andover
  - 3. Permit #2024-35 ~ Martin's Meadows Wetland Enhancement ~ Andover
  - 4. Permit #2024-36 ~ Mississippi River Trail Reconstruction ~ Ramsey
- H. CONSIDER COMMUNICATIONS ~ None
- I. REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT ~ None
- J. ACD REPORT ~ None
- K. OLD BUSINESS
  - 1. JPA Update ~ Wozney
  - 2. Bus Tour Recap ~ Wozney
- L. OUTSTANDING ITEMS/TASK CHECKLIST
- M. OTHER BUSINESS
  - 1. Review Outreach Plan for FY25 Rum Metro WBIF Grant ~ ACD
- N. ADJOURNMENT

**NOTE:** Some or all members of the Lower Rum River WMO may participate in the November 21, 2024 Lower Rum River WMO meeting by Zoom rather than by being personally present at the Lower Rum River WMO regular meeting place at the Anoka City Hall, 2015 First Avenue North, Anoka, MN 55303. Members of the public can physically attend, although there is very limited seating in the workshop conference room (2nd floor) as appropriate social distancing will be done by the Commission and visitors.

**Members of the public may also monitor and participate in meetings remotely by attending via video conference (Zoom Webinar). Please contact Becky Wozney at 763.434.2030 x140 or [becky.wozney@anokaswcd.org](mailto:becky.wozney@anokaswcd.org) for Zoom link information.**

*Pending:*      *Permit #2016-16 ~ 2274 164<sup>th</sup> Avenue Driveway Access ~ Wetland Replacement Plan*  
*Permit #2024-20 ~ Rivers Bend Reg. Stormwater Mgmt. Study ~ City of Ramsey*

*Next Meeting:*    *Regular meeting is December 19, 2024– at 8:00 a.m.*

**\* PLEASE POST \*\***  
**PUBLIC WELCOME TO ATTEND**

# LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

OCTOBER 17, 2024

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## CALL TO ORDER

Chairman Debra Musgrove called the meeting to order at 8:00 a.m. in the Committee Room of Anoka City Hall.

## ROLL CALL

Voting members present were: Debra Musgrove, Ramsey; Jeff Weaver, Anoka; and Valerie Holthus, Andover.

Voting members absent were: None.

Also present were: Deputy Treasurer Lori Yager, Ramsey Civil Engineer IV Leonard Linton, Ramsey City Engineer/Public Works Director Bruce Westby, Anoka Engineering Technician Ben Nelson, Heather Lau of Barr Engineering, Andover Interim City Administrator Dave Berkowitz, Becky Wozney of Anoka Conservation District, and Colleen Werdien of Anoka Conservation District.

## APPROVE AGENDA

**Motion was made by Weaver, seconded by Holthus, to approve the October 17, 2024 agenda as presented. Vote: 3 ayes, 0 nays. Motion carried.**

## RESIDENT'S FORUM

Chris Smothers, 3800 Rum River Drive in Anoka, commented that he is present to observe the meeting. He stated that he has lived on the Rum River for multiple decades and there is a peninsula near his home that used to be an island. He wondered what he could do to receive approval to restore that to an island again and restore the water to his and his neighbors' properties. He stated that the conditions make it more difficult for him and his neighbors to get out on the river.

Weaver commented that the City of Anoka shared the concern with sand that filled in places where it had not previously been, and that the sand blocked navigation. He stated that the City spent one year or more obtaining the permits to dredge that navigation channel. He asked if the resident could shovel out the material to restore their navigation.

Nelson commented that he would defer that question to the DNR area natural hydrologist. He noted the different entities that are involved in permitting activities of that nature for the river. He noted that the DNR hydrologist would be able to provide the correct information to the resident as to what would be allowed and/or what would require a permit.

Smothers commented that the channel they use to access the river is now about one foot wide, where before it was much larger.

Wozney stated that she would provide the resident with the correct contact information.

Weaver commented that residents make a large investment to live on the river and to not be able to use that resource is a big deal.

### APPROVE MINUTES

#### September 19, 2024 Regular Meeting

**Motion was made by Holthus, seconded by Musgrove, to approve the September 19, 2024, Regular Meeting minutes as presented. Vote: 2 ayes, 0 nays, 1 abstain (Weaver). Motion carried.**

### FINANCE MATTERS

#### Treasurer's Report

Yager presented the Treasurer's Report for the period ending September 30, 2024. Account balances for the period were: Checking, \$188,042.84; less permit account balance of (\$32,949.51), less Generation Plan reserves balance of (\$32,493.43); for a total balance of \$122,599.90.

Musgrove noted that the permit statement showed a lot of outstanding balances and asked if that is accounted for in the summary report as uncleared transactions. Yager clarified that uncleared transactions are checks that have not yet cleared the bank whereas receivables are reflected on the second page of the report.

**Motion was made by Holthus, seconded by Weaver, to accept the Treasurer's Report for the period ending September 30, 2024. Vote: 3 ayes, 0 nays. Motion carried.**

#### Payment of Bills

Yager presented the payment of bills for Barr Engineering in the amount of \$8,522.91(August engineering services), TimeSaver in the amount of \$747.40 (September secretarial services), and RTY Consulting in the amount of \$2,059 (third quarter accounting services).

Musgrove referenced the Barr Engineering invoices that are from August and asked if that delay is typical. Yager stated that Barr Engineering has changed their invoicing to do full month invoicing and therefore is behind. She stated that she has received the September invoice, but it was not early enough to include for this meeting and will come forward next month.

**Motion was made by Holthus, seconded by Weaver, to authorize payment as presented and indicated above. Vote: 3 ayes, 0 nays. Motion carried.**

#### Posting for Audit Services

Yager stated the 2025 budget includes an audit, noting that the last audit was completed in 2020 for the 2019 calendar year. She stated that the LRRWMO is required to complete an audit every five years and therefore she would like to post for the services to get someone on board to complete the audit.

**Motion was made by Weaver, seconded by Holthus, to authorize posting for audit services as proposed. Vote: 3 ayes, 0 nays. Motion carried.**

LRRWMO Funding Request for Rivers Bend Regional Pond Project ~ Ramsey

Westby explained how the City discovered the need for regional water treatment to support development in the area. He stated that the City developed the plans for the pond and identified the area that would be treated by the pond, noting a total of 35 acres that includes a residential development that has never been treated as it was built before the current water treatment regulations. He stated that the project has begun with a cost of almost \$900,000. He stated that watershed-based funding was awarded for this project in the amount of \$248,250 and the City is funding the remainder of the project. He stated that in additional discussions with Schurbon, he was made aware that the City of Anoka had been awarded \$45,000 in watershed-based funding but that project did not move forward so, therefore, those funds could be reallocated towards this project. He stated that Schurbon also noted that the LRRWMO would have funds that could be applicable to this project, which led to the request for an additional \$46,000.

Wozney stated that the LRRWMO has budgeted cost-share funds through the years as part of the annual budget and City paid assessments. She stated that this does seem like a great project and Schurbon recommended that this would be a good use of cost-share funds. She stated that the request for the Board is to consider authorizing \$8,450 from the LRRWMO cost-share grant to go towards the project, which would provide the necessary match to the WBIF grant.

Yager stated that the Board annually has budget line items for the WBIF, noting \$18,600 in 2024 and \$20,000 for 2025. She stated that the LRRWMO also budgets annually for the cost-share grant program noting \$6,000 for 2024 and a carryover from 2023 in the amount of \$8,450.

Weaver asked where the water is currently draining for these 35 acres. Westby identified a floodplain wetland in River's Bend Park, noting that water is directed there from the stormwater system. He stated that is currently a shallow floodplain wetland that overflows and does not have the capacity to treat this water. He confirmed that this pond would treat the water before it goes downstream.

Weaver asked if maintenance agreements would be put in place to ensure the sediment is cleaned out. Westby replied that pond would become part of the City's stormwater system and would be maintained as needed. He stated that Ramsey is currently working to develop a stormwater maintenance policy which will better identify a maintenance schedule.

Weaver noted that the City of Anoka has been installing grit chambers as part of street improvement projects which are cleaned once or twice a year and noted that is resulting in better water quality in the river. He applauded this project from the City of Ramsey.

Musgrove asked if there should be two separate motions for this item. Wozney noted that the action could be completed in one motion.

**Motion was made by Weaver, seconded by Holthus, to authorize \$30,000 from the WBIF fund to the Rivers Bend Regional Pond Project. Vote: 3 ayes, 0 nays. Motion carried.**

**Motion was made by Weaver, seconded by Holthus, to authorize \$8,450 from the LRRWMO cost share grant fund to the Rivers Bend Regional Pond Project. Vote: 3 ayes, 0 nays. Motion carried.**



Weaver commended Ramsey for this initiative, noting that anything done upstream to improve the water quality also has a positive impact downstream.

#### NEW BUSINESS

##### LRRWMO Permit #2024-24 ~ Voice of Hope Church ~ Ramsey

Linton reviewed the October 11, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO approve of the permit for this project subject to 11 conditions detailed in the memorandum.

**Motion was made by Holthus, seconded by Weaver, to approve Permit #2024-24, Voice of Hope Church, Ramsey, subject to eleven (11) conditions as detailed in the Barr Engineering memorandum dated October 11, 2024.**

Further discussion: Lau noted the condition for the applicant to provide a geotechnical report prior to construction to ensure separation from the groundwater.

**Vote: 3 ayes, 0 nays. Motion carried.**

##### LRRWMO Permit #2024-35 ~ Martin's Meadows Wetland Enhancement ~ Andover

Wozney reviewed the October 11, 2024 memo from Barr Engineering in which Barr Engineering recommends that the LRRWMO delay its decision until after the DNR has an opportunity to review and comment on the project.

**Motion was made by Holthus, seconded by Weaver, to table Permit #2024-35, Martin's Meadows Wetland Enhancement, Andover, as detailed in the Barr Engineering memorandum dated October 11, 2024. Vote: 3 ayes, 0 nays. Motion carried.**

#### CONSIDER COMMUNICATIONS ~ None

#### REPORT OF OFFICERS & WAC ADMINISTRATION REIMBURSEMENT

##### 2024 Third Quarter Reports ~ Andover, Anoka, Ramsey

Berkowitz presented the Year 2024 Third Quarter Report for the City of Andover.

Nelson presented the Year 2024 Third Quarter Report for the City of Anoka.

Linton presented the Year 2024 Third Quarter Report for the City of Ramsey.

Musgrove asked about the status of the water treatment plant. Westby replied that project is on schedule to be completed in August of 2025.

Weaver noted previous concerns from Ramsey residents related to Lake Itasca and asked if there was an update. Wozney commented that the water level has rebounded to the typical level, and she has not received any additional comments. She did reach out offering to do survey work, but noted that would involve financial assistance from that association and she did not hear anything back on that offer.

#### ACD QUARTERLY REPORT

2024 Third Quarter Report

Wozney presented the Year 2024 Third Quarter Report from ACD.

Musgrove asked if there was an update on the streambank stabilization. Nelson stated that they are awaiting a 401 certificate before proceeding.

OLD BUSINESS

JPA Update

Wozney reviewed the comments received from Ramsey and Andover.

Westby provided a summary of the comments from the City of Ramsey staff and City Council.

Wozney stated that the grammatical changes would be easy to address and noted that she would like the LRRWMO Attorney to review some of the comments, but noted that they seem reasonable.

Musgrove agreed that the LRRWMO Attorney could provide clarification on those items.

Weaver stated that in the comments from the cities, member is capitalized and asked if that is accurate. Musgrove confirmed that is correct.

Nelson referenced page 12, number nine, related to the dam, and stated he would like that removed as the City of Anoka has sole authority and the LRRWMO does not control the dam. He asked that the item be removed or specify that the Anoka dam is excluded. He noted that the LRRWMO passed a resolution recognizing that authority in 2016. Musgrove stated that perhaps the LRRWMO Attorney can provide clarification on the language that would be better to use.

Weaver left the meeting.

Nelson summarized the remaining comments that he had, noting that he can follow up with his comments in an email to Wozney.

Berkowitz commented that there are a lot of strong words such as 'order' and 'shall,' noting that while that is good, there should also be an appeal section. He summarized the additional comments from Andover.

Musgrove commented that perhaps the LRRWMO Attorney can clarify whether the LRRWMO would have the power to condemn property, or whether that language should be removed. She did agree that there should be a process for appeal.

**Motion was made by Holthus, seconded by Musgrove, to direct staff to submit the comments related to the JPA from the cities to the LRRWMO Attorney for review. Vote: 2 ayes, 0 nays. Motion carried.**

It was noted that this item would return to the LRRWMO at the November meeting and would then go forward to the member city councils in order for the LRRWMO to consider this for adoption at its December meeting. Wozney stated that the resolution could be approved by member cities on their consent agendas if that is desired by the city.

OUTSTANDING ITEMS/TASK CHECKLIST

Wozney reviewed the outstanding items and task checklist.

OTHER BUSINESS

Bus Tour October Dates

Wozney stated that the bus tour is planned for October 29<sup>th</sup>, noting that more details will be provided within the week. There was additional discussion about who would be attending and the size of the bus that would be needed. Wozney stated that she will rent a bus which would allow for additional attendees.

ADJOURNMENT

A motion was made by Holthus, seconded by Musgrove, to adjourn the meeting. Vote: 2 ayes, 0 nays. Motion carried.

Time of adjournment: 9:17 a.m.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Amanda Staple". The signature is fluid and cursive, with a long horizontal stroke at the end.

Amanda Staple  
Administrative Secretary



Lower  
Rum River  
WMO

Lower Rum River Watershed Management Org Board

Debra Musgrove, Chair  
Valerie Holthus, Vice Chair  
Jeff Weaver, Treasurer

**Meeting Date:** November 21, 2024

**Item Description:** Treasurer Report

Lower Rum River Watershed Management Organization Board (LRRWMO):

Attached are the monthly financial reports for the period ending October 31, 2024. The October 31, 2024, balance sheet is also included and reflects current receivables and liabilities. In addition, the detailed permit list through November 8, 2024, and bill list for November 2024 are included. QuickBooks reporting is on an accrual basis.

Update: The request for proposal for audit services for the fiscal year ending 2024 is posted on the League of Minnesota Cities website. There have been no responses currently.

Respectfully Submitted,

Lori Yager  
Deputy Treasurer  
RTY Consulting  
612-518-7641  
[kayyag@gmail.com](mailto:kayyag@gmail.com)

Lower Rum River Water Management Organization  
Treasurer's Statement of Cash Receipts and  
Disbursements for the Period of  
October 31, 2024

Checking/Savings Accounts with 4M Fund:

Balance \$ 188,042.84

Receipts:

City of Ramsey	Permit #24-20	\$	874.50
City of Ramsey	Permit #24-18	\$	16.50
Garage RE LLC	Permit #24-25	\$	108.00
Anoka Conservation District	Permit #24-35	\$	1,150.00
Connexus	Permit #24-03	\$	1,125.00
Otto Associates	Permit #22-07	\$	802.50
Michael Baker International-Anoka Co.	Permit #24-34	\$	1,150.00
Interest		\$	771.22
<b>Total Receipts</b>		<b>\$</b>	<b><u>5,997.72</u></b>

Disbursements:	<u>Check #</u>	<u>Payable</u>	
	2686	Barr Engineering	(8,522.91)
	2687	TimeSaver	(747.40)
	2688	RTY Consulting	(2,059.00)
<b>Total Disbursements</b>			<b><u>\$ (11,329.31)</u></b>

Balance **\$ 182,711.25**

Less Permit Account Balance 42,231.30

Less 2028 5th Generation Plan Reserve = \$110,000 32,493.43

Available Balance \$ 107,986.52

Lower Rum River Watershed Management Organization

102 4 M FUND - PMA, Period Ending 10/31/2024

RECONCILIATION REPORT

Reconciled on: 11/08/2024

Reconciled by: Lori Yager

Any changes made to transactions after this date aren't included in this report.

Summary

USD

Statement beginning balance.....	196,974.82
Checks and payments cleared (5).....	-20,261.29
Deposits and other credits cleared (8).....	5,997.72
Statement ending balance.....	<u>182,711.25</u>

Register balance as of 10/31/2024.....	182,711.25
Cleared transactions after 10/31/2024.....	0.00
Uncleared transactions after 10/31/2024.....	2,603.96
Register balance as of 11/08/2024.....	185,315.21

Details

Checks and payments cleared (5)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
09/07/2024	Bill Payment	2685	TimeSaver Off Site Secretarial...	-867.94
09/19/2024	Bill Payment	2684	BARR Engineering	-8,064.04
10/17/2024	Bill Payment	2687	TimeSaver Off Site Secretarial...	-747.40
10/17/2024	Bill Payment	2686	BARR Engineering	-8,522.91
10/17/2024	Bill Payment	2688	RTY Consulting	-2,059.00
<b>Total</b>				<b>-20,261.29</b>

Deposits and other credits cleared (8)

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
10/04/2024	Receive Payment	119515	City of Ramsey	16.50
10/04/2024	Receive Payment	Land Title #691993	Garage RE LLC	108.00
10/04/2024	Sales Receipt	16741	Anoka Conservation District - ...	1,150.00
10/04/2024	Receive Payment	473039	Connexus Energy	1,125.00
10/04/2024	Receive Payment	20389	Otto Associates	802.50
10/04/2024	Receive Payment	119557	City of Ramsey	874.50
10/17/2024	Sales Receipt	642	Anoka County	1,150.00
10/31/2024	Journal	108		771.22
<b>Total</b>				<b>5,997.72</b>

Additional Information

Uncleared deposits and other credits after 10/31/2024

DATE	TYPE	REF NO.	PAYEE	AMOUNT (USD)
11/04/2024	Receive Payment	119683	City of Ramsey	713.00
11/04/2024	Receive Payment		City of Ramsey	325.00
11/04/2024	Receive Payment		Civil Engineering Site Design	1,327.46
11/04/2024	Receive Payment	473759	Connexus Energy	87.50
11/04/2024	Receive Payment		Hakanson Anderson	151.00
<b>Total</b>				<b>2,603.96</b>

# Lower Rum River Watershed Management Organization

## Balance Sheet

As of October 31, 2024

	TOTAL
<b>ASSETS</b>	
Current Assets	
Bank Accounts	
102 4 M FUND - PMA	182,711.25
<b>Total Bank Accounts</b>	<b>\$182,711.25</b>
Accounts Receivable	
110 Permits Receivable	652.50
Accounts Receivable (A/R)	10,002.99
<b>Total Accounts Receivable</b>	<b>\$10,655.49</b>
<b>Total Current Assets</b>	<b>\$193,366.74</b>
<b>TOTAL ASSETS</b>	<b>\$193,366.74</b>
<b>LIABILITIES AND EQUITY</b>	
Liabilities	
Current Liabilities	
Accounts Payable	
210 Accounts Payable	6,657.90
<b>Total Accounts Payable</b>	<b>\$6,657.90</b>
Other Current Liabilities	
220 Deposits payable	2,625.00
225 Permits Payable	37,606.30
<b>Total Other Current Liabilities</b>	<b>\$40,231.30</b>
<b>Total Current Liabilities</b>	<b>\$46,889.20</b>
<b>Total Liabilities</b>	<b>\$46,889.20</b>
Equity	
290 Opening Balance Equity	165,102.52
Retained Earnings	-48,142.27
Net Income	29,517.29
<b>Total Equity</b>	<b>\$146,477.54</b>
<b>TOTAL LIABILITIES AND EQUITY</b>	<b>\$193,366.74</b>

**Lower Rum River Watershed Management Organization**  
**Budget vs. Actuals: 2024 Original - FY24 P&L**  
**October 2024**

	October Actual	Actual	Total Budget	% of Budget
<b>Revenue</b>				
320 City Assessments	-	100,000.00	100,000.00	100.00%
330 Intergovernmental Revenue	-	885.47	1,500.00	59.03%
352 Engineering Fees	4,897.82	56,838.61	36,000.00	157.89%
354 Service Fees	300.00	6,000.00	3,000.00	200.00%
<b>Total Revenue</b>	<b>5,197.82</b>	<b>163,724.08</b>	<b>140,500.00</b>	<b>116.53%</b>
<b>Expenditures</b>				
402 Accountant		7,076.25	8,000.00	88.45%
412 Administration engineering	1,347.50	16,802.93	13,500.00	124.47%
414 Permit Review	4,373.70	56,938.61	39,000.00	146.00%
420 Insurance	-	2,609.00	2,800.00	93.18%
445 Office Supplies & Software	-	725.45	715.00	101.46%
455 Postage, copying, etc.	64.20	555.08	1,300.00	42.70%
475 Secretarial Services	872.50	8,292.76	9,500.00	87.29%
490 Miscellaneous expense	-	-	3,670.00	0.00%
500 Water Management Projects				
505 Annual report to BWSR		900.00	900.00	100.00%
510 Anoka Co. Water Resource Outr Coll		3,680.00	3,680.00	100.00%
520 Lake Level Monitoring		1,400.00	1,400.00	100.00%
525 Lake Water Quality Monitoring		2,400.00	2,400.00	100.00%
526 River or Project Tour		-	1,000.00	0.00%
530 Rum River Water Quality Monitoring		2,180.00	2,180.00	100.00%
535 Stream Biomonitoring with Students		1,250.00	1,000.00	125.00%
550 Water Quality Cost Share Program		6,000.00	6,000.00	100.00%
555 Water Resource Coordinator	-	6,245.50	15,000.00	41.64%
560 Web site management		960.00	960.00	100.00%
565 Wetland Education - (newsletters)		1,120.00	1,120.00	100.00%
570 Wetland Monitoring		2,175.00	2,175.00	100.00%
575 Writing grant application fees		1,100.00	1,100.00	100.00%
585 WBIF Grant		18,600.00	18,600.00	100.00%
Total 500 Water Management Projects	-	48,010.50	57,515.00	83.47%
Legal & Professional Services	-	877.50	4,000.00	21.94%
<b>Total Expenses</b>	<b>6,657.90</b>	<b>141,888.08</b>	<b>140,000.00</b>	<b>101.35%</b>
Net Operating Income	(1,460.08)	21,836.00	500.00	4367.20%
Other Income				
375 Interest income	771.22	7,681.29	2,500.00	307.25%
<b>Net Income (Loss)</b>	<b>(688.86)</b>	<b>29,517.29</b>	<b>3,000.00</b>	<b>983.91%</b>



LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Town Center A.U.A.R. Ramsey 03-07</b>	04/29/03	\$ 500.00	06/19/03	\$ 4,471.08	\$ 50.00	\$ 25,134.20	\$ -	\$ -
	06/19/03	\$ 5,000.00	07/17/03	\$ 631.68				
	10/10/03	\$ 2,500.00	08/21/03	\$ 1,383.73				
	10/15/03	\$ 1,500.00	09/18/03	\$ 760.00				
	11/21/03	\$ 1,500.00	10/16/03	\$ 1,921.28				
<b>Glenn Rehbein Excavating bond dated 5/26/05 Paid</b>	04/21/04	\$ 2,000.00	11/20/03	\$ 1,415.99				
	02/04/05	\$ 5,000.00	12/18/03	\$ 656.22				
	10/20/06	\$ 70.95	01/15/04	\$ 84.00				
	11/17/06	\$ 80.00	03/18/04	\$ 719.00				
	09/24/07	\$ 72.00	04/15/04	\$ 42.00				
	11/26/07	\$ 128.00	05/20/04	\$ 887.35				
	04/25/08	\$ 16.00	06/17/04	\$ 3,038.03				
<b>Bond paid 59,000.00</b>	01/22/09	\$ 208.00	07/15/04	\$ 490.50				
	04/21/09	\$ 320.00	08/19/04	\$ 426.00				
	2/18/2011	\$ 72.00	09/16/04	\$ 10.50				
<b>Country Oaks No. Utility 14-15 Andover</b>	11/21/14	\$ 175.00	12/26/14	\$ 544.00	\$ 175.00	\$ 914.50	\$ -	\$ -
	05/05/15	\$ 697.00	01/26/15	\$ 153.00				
	08/07/15	\$ 42.50	04/10/15	\$ 42.50				Closed in January 2024
<b>Future Public Works Site 15-04 Anoka</b>	04/22/15	\$ 800.00	05/04/15	\$ 127.50	\$ 100.00	\$ 295.50	\$ 504.50	\$ -
			06/08/15	\$ 51.00				\$ 504.50
			09/23/15	\$ 17.00				
<b>Northfork Alpine Add. 15-19 Ramsey</b>	01/08/16	\$ 800.00	02/17/16	\$ 357.00	\$ 100.00	\$ 1,356.54	\$ -	\$ -
	08/11/16	\$ 403.54	06/07/16	\$ 263.50				
	09/08/16	\$ 136.00	06/27/16	\$ 483.04				
	06/13/18	\$ 17.00	08/05/16	\$ 136.00				
			04/25/18	\$ 17.00				
<b>2274 - 164th Avenue 16-16 Andover</b>	09/22/16	\$ 800.00	10/25/16	\$ 161.50	\$ 100.00	\$ 2,485.24	\$ -	\$ -
	04/25/17	\$ 867.38	11/28/16	\$ 708.88				
	01/31/18	\$ 68.00	12/29/16	\$ 697.00				Invoice #500 to new owners, Shawn & Stephanie Mars - 6-20-22
	08/17/18	\$ 17.00	08/11/17	\$ 68.00				
	05/09/23	\$ 732.86	04/25/18	\$ 17.00				
			09/16/21	\$ 59.50				
			11/29/21	\$ 25.50				
			12/13/21	\$ 251.90				
			01/19/22	\$ 51.00				
			3/7/2022	\$ 42.50				
Invoice sent to new owners, Shawn & Stephanie Mars - 6-10-22			7/18/2022	\$ 302.46				
<b>Eastview Meadows 17-06 Anoka</b>	04/07/17	\$ 800.00	05/18/17	\$ 433.50	\$ 100.00	\$ 610.00	\$ 190.00	\$ -
			07/12/17	\$ 76.50				\$ 190.00
<b>Norlex Turf Black Dirt 17-29 Andover</b>	10/27/17	\$ 1,800.00	12/29/17	\$ 391.00	\$ 100.00	\$ 984.00	\$ 816.00	\$ -
			01/30/18	\$ 450.50				
			02/19/18	\$ 42.50				Closed in January 2024

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures				Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total				
<b>Bunker Lake &amp; Puma St Impr 18-03 Ramsey</b>	04/06/18	\$ 800.00	05/14/18 \$ 391.00	\$ 100.00	\$ 491.00	\$ 309.00	\$ -	\$ 309.00	
<b>Jeff Bergeron Estates at Cedar Ridge 18-10 Andover</b>	07/30/18 \$ 800.00		08/21/18 \$ 119.00	\$ 100.00	\$ 2,417.13	\$ -	\$ -	\$ -	
	2/4/2019 \$ 753.50		09/27/18 \$ 379.13						
	09/11/19 \$ 829.63		10/27/18 \$ 527.00						
	11/14/19 \$ 34.00		11/12/18 \$ 187.00						
			12/28/18 \$ 425.00						
			01/25/19 \$ 68.00						
			03/31/19 \$ 127.50						
			07/18/19 \$ 450.50						
			09/09/19 \$ 34.00					Closed in January 2024	
<b>City of Andover Water Mgmt Update 18-11 Andover</b>	07/30/18 \$ 407.50		08/21/18 \$ 127.00	\$ -	\$ 407.50	\$ -	\$ -	\$ -	
	Billed to Admin		09/27/18 \$ 178.50						
			10/24/18 \$ 102.00					Closed in January 2024	
<b>Duane Kuiken 1565 161st Ave NW 18-17 Andover</b>	10/10/18 \$ 875.00		11/12/18 \$ 144.50	\$ 100.00	\$ 2,308.26	\$ 92.92	\$ 92.92	\$ -	
	8/12/2019 \$ 1,245.49		12/28/18 \$ 650.58					Billed 7/18	
	11/12/19 \$ 51.77		01/25/19 \$ 212.50					Inv. 432-10/18/19	
	03/16/21 \$ 51.00		01/28/19 \$ 365.50					Inv. 473 - 03/01/21	
	05/17/21 \$ 85.00		03/31/19 \$ 629.00					Inv. 484 - 07/01/21	
	03/21/22 \$ 92.92		04/08/19 \$ 51.00						
			Late Fee \$ 18.41						
			Late Fee \$ 0.77						
			02/10/21 \$ 51.00						
			03/02/21 \$ 85.00					Closed in January 2024	
<b>City of Anoka Anoka Unfiltration Credits 18-22 Anoka</b>	01/11/19 \$ 800.00		01/25/19 \$ 520.40	\$ 100.00	\$ 620.40	\$ 179.60	\$ -	\$ 179.60	
<b>BRB Development The Lock-Up 18-25 Anoka</b>	01/18/19 \$ 800.00		03/31/19 \$ 314.50	\$ 100.00	\$ 414.50	\$ 385.50	\$ -	\$ 385.50	
<b>6601 McKinley St NW ACE Transfer Station Facility 19-01 Ramsey</b>	04/22/19 \$ 800.00		06/20/19 \$ 1,096.50	\$ 100.00	\$ 1,196.50	\$ -	\$ -	\$ -	
	9/11/2019 \$ 396.50								

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024	
	Permit Fee		Barr Engineering	Administrative	Total				
<b>Suite Living Senior of Ramsey 19-16 Ramsey</b>	08/22/19	\$ 800.00	10/22/19 \$ 408.00	\$ 100.00	\$ 508.00	\$ 292.00	\$ -	\$ 292.00	
<b>Meadows at Petersen Farms 19-20 Andover</b>	09/03/19 \$ 75.00 9/3/2019 \$ 2,000.00 06/30/20 \$ 5,401.00		10/22/19 \$ 756.14 11/22/19 \$ 221.00 07/27/20 \$ 306.00 08/27/20 \$ 357.00 10/08/20 \$ 1,598.00	\$ 100.00	\$ 3,338.14	\$ 4,137.86	\$ 4,137.86	\$ -	
								Closed in January 2024	
<b>Pearson Farm South 8846 Hwy 10 NW 19-23 Ramsey</b>	10/17/19	\$ 2,800.00	11/22/19 \$ 352.18 12/19/19 \$ 280.50	\$ 175.00	\$ 807.68	\$ 1,992.32	\$ -	\$ 1,992.32	
<b>City of Ramsey Ramsey Villas 19-27 Ramsey</b>	10/28/19 \$ 1,500.00 10/28/19 \$ 150.00 08/24/20 \$ 800.00		11/22/19 \$ 360.68 12/19/19 \$ 306.00 10/16/20 \$ 467.50 11/20/20 \$ 340.00	\$ 175.00	\$ 1,649.18	\$ 800.82	\$ -	\$ 800.82	
<b>Anoka-Hennepin School Dist. Fred Moore Campus 19-28 Anoka</b>	10/28/19 \$ 800.00 02/25/21 \$ 116.00 01/11/22 \$ 42.50		12/19/19 \$ 153.00 01/20/20 \$ 144.50 02/21/20 \$ 127.50 03/23/20 \$ 17.00 04/13/20 \$ 59.50 04/30/20 \$ 17.00 06/02/20 \$ 42.50 11/20/20 \$ 212.50 12/11/20 \$ 42.50 9/16/2021 \$ 42.50	\$ 100.00	\$ 958.50	\$ -	\$ -	\$ -	
<b>Riverside 20-02 Anoka</b>	02/14/20	\$ 1,875.00	03/23/20 \$ 102.00 04/13/20 \$ 348.50 04/30/20 \$ 739.50 06/02/20 \$ 76.50	\$ 175.00	\$ 1,441.50	\$ 433.50	\$ -	\$ 433.50	
<b>Wesp Property 20-05 Andover</b>	05/20/20 \$ 1,575.00 06/30/20 \$ 800.00 10/27/20 \$ 828.23 12/18/20 \$ 127.50		07/07/20 \$ 348.50 07/27/20 \$ 1,158.23 08/27/20 \$ 527.00 10/08/20 \$ 994.50 10/16/20 \$ 127.50	\$ 175.00	\$ 3,330.73	\$ -	\$ -	\$ -	
								Closed in January 2024	
<b>The Preserve at Northfork 20-08 Ramsey</b>	08/05/20	\$ 800.00	10/08/20	\$ 578.00	\$ 100.00	\$ 678.00	\$ 122.00	\$ -	\$ 122.00
<b>Meadows at Petersen Farms (Phase 2) 20-09 Andover</b>	08/10/20 \$ 800.00 12/14/20 \$ 1,127.50		10/16/20 \$ 1,827.50	\$ 100.00	\$ 1,927.50	\$ -	\$ -	\$ -	

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
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	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Ramsey Villas North 20-10 Ramsey</b>	08/11/20	\$ 1,875.00	10/08/20 \$ 204.00 10/16/20 \$ 535.75	\$ 175.00	\$ 914.75	\$ 960.25	\$ -	\$ 960.25
<b>Hampton Townhomes 20-11 Ramsey</b>	08/21/20	\$ 800.00	08/21/20 \$ 800.00 10/08/20 \$ 85.00 10/16/20 \$ 467.50	\$ 100.00	\$ 1,452.50	\$ (652.50)	\$ -	\$ (652.50) Inv. 463 - 10/16/20 Inv. 469 - 12/01/20 emailed 02/01/21 emailed 03/01/21
<b>Northfork Meadows 21-02 Ramsey</b>	03/01/21 \$ 800.00 8/17/2021 \$ 1,399.50 01/11/22 \$ 161.50 07/31/22 \$ 824.50		03/31/21 \$ 442.00 04/27/21 \$ 739.50 05/26/21 \$ 544.00 06/23/21 \$ 374.00 07/29/21 \$ 892.50 08/30/21 \$ 93.50	\$ 100.00	\$ 3,185.50	\$ -	\$ -	\$ -
<b>Andover Village 21-03 Andover</b>	02/19/21 \$ 800.00 12/22/21 \$ 694.00 07/31/22 \$ 127.50		3/2/2021 \$ 127.50 03/31/21 \$ 272.00 04/27/21 \$ 1,088.00 05/26/21 \$ 34.00	\$ 100.00	\$ 1,621.50	\$ -	\$ -	\$ - Closed in January 2024
<b>VOA Anoka Sr. Housing 21-06 Anoka</b>	04/15/21 \$ 800.00 02/28/22 \$ 175.50		04/27/21 \$ 127.50 05/26/21 \$ 569.50 06/23/21 \$ 178.50	\$ 100.00	\$ 975.50	\$ -	\$ -	\$ -
<b>US 10 and 56 21-07 Ramsey</b>	04/26/21 \$ 1,575.00 01/11/22 \$ 206.50 07/31/22 \$ 34.16		05/26/21 \$ 1,079.66 06/23/21 \$ 561.00	\$ 175.00	\$ 1,815.66	\$ -	\$ -	\$ -
<b>Pinewski 4th Addition 21-09 Anoka</b>	06/04/21 \$ 800.00		06/23/21 \$ 170.00 07/29/21 \$ 187.00 08/30/21 \$ 102.00	\$ 100.00	\$ 559.00	\$ 241.00	\$ -	\$ 241.00
<b>Bunker Lake Ind. Park Bldg 4 21-10 Ramsey</b>	06/17/21 \$ 800.00 12/29/21 \$ 31.00		07/29/21 \$ 612.00 08/30/21 \$ 119.00	\$ 100.00	\$ 831.00	\$ -	\$ -	\$ -
<b>William Woods 21-12 Ramsey</b>	06/17/21 \$ 3,875.00		06/23/21 \$ 85.00 07/29/21 \$ 714.00 08/30/21 \$ 1,091.52 09/16/21 \$ 858.50 11/12/21 \$ 68.00	\$ 275.00	\$ 3,092.02	\$ 782.98	\$ -	\$ 782.98
<b>Ramsey Spec Ind. Bldgs 21-13 Ramsey</b>	06/18/21 \$ 800.00		07/29/21 \$ 569.50 08/30/21 \$ 119.00	\$ 100.00	\$ 788.50	\$ 11.50	\$ -	\$ 11.50

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
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	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024	
	Permit Fee		Barr Engineering	Administrative	Total				
<b>Lynwood 21-16</b>	07/23/21	\$ 1,500.00	08/30/21	\$ 170.00	\$ 175.00	\$ 2,752.08	\$ -	\$ -	\$ -
	08/11/21	\$ 75.00	09/16/21	\$ 418.08					
<b>Ramsey</b>	10/25/21	\$ 800.00	11/12/21	\$ 246.50					
	07/31/22	\$ 79.58	11/29/21	\$ 467.50					
	03/06/23	\$ 297.50	12/13/21	\$ 807.50					
			01/19/22	\$ 170.00					
			11/04/22	\$ 297.50					
<b>6841 173rd Ave NW 21-18 Ramsey</b>	08/17/21	\$ 1,575.00	09/16/21	\$ 239.58	\$ 175.00	\$ 712.08	\$ 862.92	\$ -	\$ 862.92
			11/12/21	\$ 297.50					
<b>Trott Brook North 21-19 Ramsey</b>	08/17/21	\$ 2,075.00	09/16/21	\$ 325.14	\$ 175.00	\$ 18,792.48	\$ -	\$ -	\$ -
	10/18/21	\$ 10,295.50	11/12/21	\$ 544.00					
	12/03/22	\$ 4,949.48	11/29/21	\$ 1,003.00					
	09/01/23	\$ 127.50	12/13/21	\$ 1,495.84					
	11/20/23	\$ 1,345.00	01/19/22	\$ 1,802.00					
			03/07/22	\$ 2,006.00					
			03/16/22	\$ 374.00					
			04/06/22	\$ 3,439.00					
			05/05/22	\$ 2,356.50					
			06/15/22	\$ 892.50					
			07/18/22	\$ 833.00					
			07/18/22	\$ 459.00					
			08/12/22	\$ 1,241.00					
			09/09/22	\$ 374.00					
			12/02/22	\$ 127.50					
			04/21/23	\$ 75.00					
			05/19/23	\$ 1,035.00					
			06/16/23	\$ 235.00					
<b>HOM Anoka Addition 21-23 Anoka</b>	09/23/21	\$ 800.00	11/12/21	\$ 170.00	\$ 100.00	\$ 1,681.00	\$ -	\$ -	\$ -
	03/21/22	\$ 277.50	11/29/21	\$ 340.00					
	07/31/22	\$ 391.00	12/13/21	\$ 85.00					
	03/06/23	\$ 212.50	01/19/22	\$ 722.50					
			03/07/22	\$ 51.00					
			07/18/22	\$ 127.50					
			08/12/22	\$ 85.00					
<b>CSAH 58 (177th Ave NW) 21-24 Andover</b>	09/28/21	\$ 2,075.00	11/12/21	\$ 262.18	\$ 175.00	\$ 1,168.18	\$ 906.82	\$ 906.82	\$ -
			11/29/21	\$ 204.00					
			12/13/21	\$ 255.00					
			01/19/22	\$ 229.50					
			03/07/22	\$ 42.50					Closed in January 2024
<b>CenterPoint 173rd Ave 21-28 Ramsey</b>	11/18/21	\$ 1,075.00	12/13/21	\$ 327.84	\$ 175.00	\$ 1,012.84	\$ 62.16	\$ -	\$ 62.16
			01/19/22	\$ 467.50					
			03/07/22	\$ 42.50					
<b>Riverstone South 21-29 Ramsey</b>	11/18/21	\$ 800.00	01/19/22	\$ 425.00	\$ 100.00	\$ 1,756.50	\$ -	\$ -	\$ -
	07/31/22	\$ 956.50	03/07/22	\$ 136.00					
			03/16/22	\$ 1,095.50					

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
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	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024	
	Permit Fee		Barr Engineering	Administrative	Total				
<b>Andover Crossing - Apt 21-30 Andover</b>	12/09/21	\$ 800.00	03/07/22	\$ 382.50	\$ 100.00	\$ 1,188.00	\$ -	\$ -	\$ -
	07/31/22	\$ 388.00	03/16/22	\$ 663.00					
			05/05/22	\$ 42.50					
<b>Andover Crossing - Commerical 21-31 Andover</b>	12/10/21	\$ 800.00	03/07/22	\$ 170.00	\$ 100.00	\$ 635.50	\$ 164.50	\$ -	\$ 164.50
			03/16/22	\$ 323.00					
			05/05/22	\$ 42.50					
<b>Andover Crossing - Sr. Housing 21-32 Andover</b>	12/29/21	\$ 800.00	01/19/22	\$ 212.50	\$ 100.00	\$ 1,060.50	\$ -	\$ -	\$ -
	07/31/22	\$ 260.50	03/07/22	\$ 297.50					
			03/16/22	\$ 323.00					
			04/06/22	\$ 85.00					
			05/05/22	\$ 42.50					
<b>Pine Hills N Wetland Restor WCA 22-02 Andover</b>	02/22/22	\$ 1,075.00	04/06/22	\$ 518.50	\$ 175.00	\$ 778.50	\$ 296.50	\$ -	\$ 296.50
			05/05/22	\$ 85.00					
<b>Pine Hills N Wetland Restor Eros 22-03 Andover</b>	02/22/22	\$ 800.00	04/06/22	\$ 340.00	\$ 100.00	\$ 440.00	\$ 360.00	\$ -	\$ 360.00
<b>AKA 54 Tiger St. Electric Line 22-07 Ramsey</b>	07/31/22	\$ 1,075.00	07/18/22	\$ 671.47	\$ 75.00	\$ 2,414.47	\$ -		\$ -
	02/12/24	\$ 126.97	07/18/22	\$ 34.00					
	10/04/24	\$ 1,125.00	08/12/22	\$ 119.00					
	11/04/24	\$ 87.50	09/09/22	\$ 25.50					
			10/07/22	\$ 51.00					
			11/04/22	\$ 17.00					
			12/02/22	\$ 34.00					
			10/06/23	\$ 175.00					
			06/28/24	\$ 237.50					
			07/31/24	\$ 887.50					
			08/31/24	\$ 87.50					
<b>Pact Charter School - Wetland 22-08 Ramsey</b>	05/13/22	\$ 1,575.00	06/15/22	\$ 331.50	\$ 175.00	\$ 1,237.47	\$ 337.53		\$ 337.53
			07/18/22	\$ 509.97					
			07/18/22	\$ 34.00					
			09/09/22	\$ 187.00					
<b>Petersen Farms Phase 3 22-09 Andover</b>	05/03/22	\$ 1,575.00	06/15/22	\$ 408.00	\$ 175.00	\$ 1,243.47	\$ 331.53		\$ 331.53
			07/18/22	\$ 484.47					
			07/18/22	\$ 34.00					
			11/04/22	\$ 17.00					
			08/11/23	\$ 125.00					

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
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	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Petersen Farms Site Development</b>	<b>11/03/22</b>	<b>\$ 800.00</b>	<b>11/04/22</b>	<b>\$ 552.50</b>	<b>\$ 100.00</b>	<b>\$ 14,967.25</b>	<b>\$ (0.50)</b>	<b>\$ (0.50)</b>
<b>22-09R</b>	03/13/23	\$ 2,215.00	12/04/22	\$ 1,343.00				
<b>Andover</b>	06/12/23	\$ 465.50	12/31/22	\$ 765.00				
	07/21/23	\$ 3,135.00	01/27/23	\$ 255.00				
	10/02/23	\$ 4,155.00	02/24/23	\$ 450.00				
	12/14/2023	\$ 3,324.25	03/24/23	\$ 15.00				
	05/31/24	\$ 582.00	04/21/23	\$ 375.00				
	08/22/24	\$ 290.00	05/19/23	\$ 495.00				
			06/16/23	\$ 2,265.00				
			07/14/23	\$ 630.00				
			08/11/23	\$ 3,525.00				
			08/08/23	\$ 249.25	<b>TS</b>			
			09/08/23	\$ 3,075.00				
			03/31/24	\$ 582.00				
			04/30/24	\$ 290.50				
<b>CSAH 7 &amp; 143rd Ave.</b>	05/03/22	\$ 800.00	06/15/22	\$ 467.50	\$ 100.00	\$ 567.50	\$ 232.50	\$ 232.50
<b>22-10</b>								
<b>Andover/Anoka</b>								
<b>Rivenwick 4th Addition</b>	06/11/22	\$ 800.00	07/18/22	\$ 552.50	\$ 100.00	\$ 1,247.50	\$ -	\$ -
<b>22-11</b>	10/02/23	\$ 447.50	07/18/22	\$ 425.00				
<b>Ramsey</b>			08/12/22	\$ 85.00				
			09/09/22	\$ 85.00				
<b>Pact Charter School - Grading</b>	07/31/22	\$ 800.00	08/12/22	\$ 255.00	\$ 100.00	\$ 1,528.00	\$ 728.00	\$ 728.00
<b>22-12</b>	07/10/23	\$ 728.00	09/09/22	\$ 977.50				
<b>Ramsey</b>	07/21/23	\$ 728.00	10/07/22	\$ 195.50				
<b>Summergate Development</b>	09/02/22	\$ 1,575.00	09/09/22	\$ 255.00	\$ 75.00	\$ 910.75	\$ 664.25	\$ 664.25
<b>22-13</b>			10/07/22	\$ 393.75				
<b>Ramsey</b>			11/04/22	\$ 187.00				
<b>Trott Brook Crossing</b>	09/02/22	\$ 800.00	09/09/22	\$ 1,880.00	\$ 100.00	\$ 2,337.00	\$ -	\$ -
<b>22-14</b>	09/01/23	\$ 1,537.00	10/07/22	\$ 357.00				
<b>Ramsey</b>								
<b>Rum River Bank Stabilization</b>	10/03/22	\$ 1,075.00	10/07/22	\$ 529.75	\$ 75.00	\$ 766.25	\$ 308.75	\$ 308.75
<b>22-15</b>			11/04/22	\$ 161.50				
<b>Anoka</b>								
<b>Rum River Bank Stabilization</b>								
<b>22-15A</b>								
<b>Anoka</b>								
<b>Lil Explorers Daycare</b>	10/03/22	\$ 800.00	10/07/22	\$ 255.00	\$ 100.00	\$ 355.00	\$ 445.00	\$ 445.00
<b>22-16</b>								
<b>Ramsey</b>								

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
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	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Kelsey Round Lake Park 22-17 Andover</b>	10/03/22	\$ 1,075.00	10/07/22 \$ 206.75 11/04/22 \$ 170.00 12/02/22 \$ 110.50	\$ 75.00	\$ 562.25	\$ 512.75		\$ 512.75
<b>Dalske Woodlands Boardwalk 22-18 Andover</b>		\$ 1,075.00	10/07/22 \$ 206.75 11/04/22 \$ 136.00 12/02/22 \$ 119.00	\$ 75.00	\$ 536.75	\$ 538.25	\$ 538.25	\$ - Closed in January 2024
<b>161st Ave. Reconstruct 22-19 Andover</b>	10/03/22 03/06/23	\$ 1,075.00 \$ 113.75	10/07/22 \$ 189.75 11/04/22 \$ 119.00 12/02/22 \$ 144.50	\$ 75.00	\$ 528.25	\$ 660.50		\$ 660.50
<b>Tulip Street site 22-20 Andover</b>	10/03/22 07/21/23	\$ - \$ 1,188.75	11/04/22 \$ 535.75 12/02/22 \$ 170.00 12/31/22 \$ 144.50 01/27/23 \$ 263.50	\$ 75.00	\$ 1,188.75	\$ -		\$ -
<b>COR Wetland Review &amp; Mitigation 22-21 Ramsey</b>	11/03/22 03/06/23 06/12/23	\$ 1,075.00 \$ 1,175.50 \$ 25.00	11/04/22 \$ 255.00 12/02/22 \$ 340.00 12/31/22 \$ 790.50 01/27/23 \$ 765.00 02/24/23 \$ 25.00	\$ 100.00	\$ 2,275.50	\$ -		\$ -
<b>Graco Anoka Plant Expansion 22-22A Anoka</b>	03/13/23 08/08/23	\$ 850.00 \$ 671.50	03/24/23 \$ 694.50 04/21/23 \$ 677.00	\$ 150.00	\$ 1,521.50	\$ -		\$ -
<b>Anoka Retail Project (Bunker &amp; 7th) 22-23 Anoka</b>	12/03/22 03/13/23 10/02/23	\$ 800.00 \$ 124.00 \$ 1,080.00	11/04/22 \$ 42.50 12/02/22 \$ 527.00 12/31/22 \$ 212.50 01/27/23 \$ 42.00 04/21/23 \$ 1,080.00	\$ 100.00	\$ 2,004.00	\$ -		\$ -
<b>Blue Line Collision 23-01 Ramsey 6710 Hwy 10 NW</b>	03/06/23 09/01/23	\$ 850.00 \$ 229.00	02/24/23 \$ 15.00 03/24/23 \$ 914.00	\$ 150.00	\$ 1,079.00	\$ -		\$ -
<b>Ramsey Water Treatment Plant 23-02 14199 Jasper St. Ramsey</b>	04/03/23 08/08/23	\$ 850.00 \$ 1,149.00	03/24/23 \$ 437.50 04/21/23 \$ 934.00 05/19/23 \$ 412.50 06/16/23 \$ 65.00	\$ 150.00	\$ 1,999.00	\$ -		\$ -
<b>161st Avenue Reconstruct 23-04 Armstrong to Variolite Ramsey</b>	04/03/23 08/08/23	\$ 850.00 \$ 199.00	03/24/23 \$ 494.00 04/21/23 \$ 405.00	\$ 150.00	\$ 1,049.00	\$ -		\$ -



LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
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	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Franklin Elementary remodel</b>	08/08/23	\$ 1,597.50	03/24/23	\$ 515.50	\$ 150.00	\$ 1,597.50	\$ 850.00	\$ 850.00
<b>23-05</b>	09/01/23	\$ 850.00	04/21/23	\$ 932.00				
<b>Anoka</b>								
<b>Hwy 10 Ramsey Improvement</b>	05/09/23	\$ 850.00	05/19/23	\$ 690.00	\$ 150.00	\$ 905.00	\$ -	\$ -
<b>23-06</b>	08/08/23	\$ 55.00	06/16/23	\$ 65.00				
<b>Ferret St. &amp; 147th</b>								
<b>Ramsey</b>								
<b>Soderholm &amp; Associates</b>	06/02/23	\$ 850.00	05/19/23	\$ 45.00	\$ 150.00	\$ 1,547.50	\$ -	\$ -
<b>23-08</b>	08/08/23	\$ 111.00	06/16/23	\$ 766.00				
<b>7150 143rd Ave. NW</b>	10/11/23	\$ 540.50	07/14/23	\$ 90.00				
<b>Ramsey</b>	11/20/23	\$ 46.00	08/11/23	\$ 450.50				
			09/08/23	\$ 46.00				
<b>Home 2 Suites by Hilton</b>	06/12/23	\$ 850.00	06/16/23	\$ 342.00	\$ 150.00	\$ 1,865.50	\$ -	\$ -
<b>23-09</b>	10/02/23	\$ 856.50	07/14/23	\$ 950.00				
<b>Sunwood Dr. &amp; Zeolite</b>	11/20/23	\$ 159.00	<b>07/25/23</b>	<b>\$ 19.25</b>	<b>TS</b>			
<b>Ramsey</b>			<b>07/26/23</b>	<b>\$ 19.25</b>	<b>TS</b>			
			08/11/23	\$ 226.00				
			<b>08/01/23</b>	<b>\$ 159.00</b>	<b>TS</b>			
<b>Bunker Lake Industrial Park bldg 5</b>	06/28/23	\$ 850.00	06/16/23	\$ 214.00	\$ 150.00	\$ 1,996.00	\$ -	\$ -
<b>23-10</b>	10/11/23	\$ 1,146.00	07/14/23	\$ 1,587.00				
<b>Bunker &amp; Puma St</b>			08/11/23	\$ 45.00				
<b>Ramsey</b>								
<b>167th Ave. Reconstruction</b>	06/12/23	\$ 2,150.00	07/14/23	\$ 563.00	\$ 150.00	\$ 3,070.50	\$ -	\$ -
<b>23-11</b>	10/06/23	\$ 886.00	08/11/23	\$ 2,323.00				
<b>Wetland Delineation</b>	05/31/24	\$ 34.50	09/08/23	\$ 34.50				
<b>TH47 &amp; Nowthen Blvd</b>								
<b>Ramsey</b>								
<b>COR</b>	08/08/23	\$ 1,150.00	08/11/23	\$ 1,462.50	\$ 150.00	\$ 1,612.50	\$ -	\$ -
<b>23-12</b>	10/06/23	\$ 462.50						
<b>Wetlands No loss WCA exemption</b>								
<b>Zeolite Street north of Sunwood Dr.</b>								
<b>Ramsey</b>								
<b>COR Regional pond</b>	08/08/23	\$ 850.00	07/14/23	\$ 552.50	\$ 150.00	\$ 4,201.50	\$ -	\$ -
<b>23-13</b>	10/06/23	\$ 3,156.50	08/11/23	\$ 3,304.00				
<b>Grading and erosion control</b>	05/31/24	\$ 75.00	09/08/23	\$ 75.00				
<b>Ramsey</b>	06/07/24	\$ 120.00	11/03/23	\$ 120.00				
<b>Aldi Store</b>	07/21/23	\$ 800.00	08/11/23	\$ 629.00	\$ 150.00	\$ 854.00	\$ -	\$ -
<b>23-14</b>	11/17/23	\$ 54.00	09/08/23	\$ 75.00				
<b>7992 Sunwood Dr.</b>								
<b>Ramsey</b>								

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Waltek</b>	08/08/23	\$ 850.00	08/11/23	\$ 809.00	\$ 150.00	\$ 1,772.50	\$ -	\$ -
<b>23-15</b>	10/02/23	\$ 109.00	09/08/23	\$ 483.50				
<b>14310 Sunfish Blvd</b>	11/20/23	\$ 483.50	10/06/23	\$ 330.00				
<b>Ramsey</b>	01/22/24	\$ 330.00						
<b>167th Ave. Erosion/Sediment</b>	09/01/23	\$ 850.00	08/11/23	\$ 765.00	\$ 150.00	\$ 915.00	\$ -	\$ -
<b>23-16</b>	10/06/23	\$ 65.00						
<b>CSAH 5 to Hwy 47</b>								
<b>Ramsey</b>								
<b>2024 Construction Project</b>	10/02/23	\$ 1,575.00	09/08/23	\$ 12.50	\$ 150.00	\$ 2,392.50	\$ -	\$ -
<b>23-17</b>	11/23/23	\$ 297.00	10/06/23	\$ 1,709.50				
<b>Various Streets</b>	01/22/24	\$ 520.50	11/03/23	\$ 520.50				
<b>Andover</b>								
<b>Jam Hops</b>	10/06/23	\$ 850.00	10/06/23	\$ 60.00	\$ 150.00	\$ 1,160.00	\$ -	\$ -
<b>23-18</b>	02/01/24	\$ 310.00	11/03/23	\$ 890.00				
<b>14165 Ramsey Blvd</b>			12/01/23	\$ 60.00				
<b>Ramsey</b>								
<b>CSAH 9/Round Lake</b>	10/06/23	\$ 850.00	10/06/23	\$ 15.00	\$ 150.00	\$ 7,394.50	\$ -	\$ -
<b>23-19</b>	02/13/24	\$ 4,473.00	11/03/23	\$ 1,961.50	\$ 150.00			
<b>149th In to 157th Ave</b>	03/21/24	\$ 850.00	12/01/23	\$ 999.00				
<b>Andover</b>	06/07/24	\$ 1,221.50	12/31/23	\$ 2,197.50				
			01/26/24	\$ 1,921.50				
<b>CR 59</b>	11/09/23	\$ 1,650.00	11/03/23	\$ 517.50	\$ 150.00	\$ 4,191.50	\$ -	\$ -
<b>23-20</b>	02/13/24	\$ 2,426.50	12/01/23	\$ 2,972.00				
<b>Anoka County turn lanes</b>	06/07/24	\$ 115.00	12/31/23	\$ 437.00				
<b>Andover</b>			01/26/24	\$ 115.00				
<b>West Rum River Trail</b>	01/22/24	\$ 850.00	01/26/24	\$ 1,035.00	\$ 150.00	\$ 2,964.50	\$ -	\$ -
<b>23-21</b>	05/31/24	\$ 1,854.00	02/23/24	\$ 1,519.00				
<b>Anoka</b>	07/26/24	\$ 260.50	03/31/24	\$ 260.50				
<b>West Rum River Trail</b>	04/15/24	\$ 1,150.00	03/31/24	\$ 172.50	\$ 150.00	\$ 1,070.00	\$ 80.00	\$ 80.00
<b>23-21A</b>			04/30/24	\$ 747.50				
<b>Anoka</b>								
<b>WCA</b>								

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Water Treatment Plant 23-22</b>	01/02/24	\$ 1,150.00	01/26/24	\$ 1,833.00	\$ 150.00	\$ 3,384.50	\$ -	\$ -
<b>Wetland No loss utility exemption Water Treatment Plant Ramsey</b>	06/07/24	\$ 2,234.50	02/23/24	\$ 1,401.50				
<b>Water Treatment Plant 23-23</b>	01/22/24	\$ 850.00	02/23/24	\$ 498.00	\$ 150.00	\$ 648.00	\$ 202.00	\$ 202.00
<b>Construction of Watermain Impr. Ramsey</b>								
<b>COR Infrastructure Improvements 24-01</b>	02/09/24	\$ 850.00	02/23/24	\$ 1,259.50	\$ 150.00	\$ 3,515.50	\$ -	\$ -
<b>Ramsey</b>	06/07/24	\$ 559.50	03/31/24	\$ 2,106.00				
	07/26/24	\$ 2,106.00						
<b>St. Katherine Drexel Church 24-02</b>	02/16/24	\$ 850.00	03/31/24	\$ 1,866.00	\$ 150.00	\$ 2,423.00	\$ -	\$ -
<b>Ramsey</b>	05/31/24	\$ 1,166.00	04/30/24	\$ 407.00				
	07/26/24	\$ 407.00						
<b>Lightbridge Academy 24-03</b>	03/21/24	\$ 850.00	02/23/24	\$ 105.00	\$ 150.00	\$ 3,959.00	\$ -	\$ -
<b>142XX Xkimo Street Ramsey</b>	07/26/24	\$ 2,306.50	03/31/24	\$ 580.00				
	10/04/24	\$ 802.50	04/30/24	\$ 1,724.50				
			05/31/24	\$ 597.00				
			06/28/24	\$ 802.50				
<b>Barthel's Rum River Acres Street R 24-04</b>	02/20/24	\$ 850.00	03/31/24	\$ 289.00	\$ 150.00	\$ 439.00	\$ 411.00	\$ 411.00
<b>Ramsey</b>								
<b>Hall's Dover Acres Street Reconstru 24-05</b>	02/20/24	\$ 850.00	02/23/24	\$ 30.00	\$ 150.00	\$ 646.50	\$ 203.50	\$ 203.50
<b>Ramsey</b>			03/31/24	\$ 466.50				
<b>Alpine Drive Street Reconstruction 24-06</b>	02/20/24	\$ 850.00	02/23/24	\$ 30.00	\$ 150.00	\$ 655.00	\$ 195.00	\$ 195.00
<b>Ramsey</b>			03/31/24	\$ 331.00				
			04/30/24	\$ 144.00				

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Juniper Woods 1st, 2nd and 3rd Str 24-07 Ramsey</b>	02/20/24	\$ 850.00	03/31/24 \$ 312.50 04/30/24 \$ 144.00	\$ 150.00	\$ 606.50	\$ 243.50		\$ 243.50
<b>Waterfront Village Wetland Bunker &amp; Zeolite 24-08 Ramsey</b>	04/25/24 \$ 1,150.00 07/10/24 \$ 1,049.50 09/11/24 \$ 1,511.50		03/31/24 \$ 2,049.50 04/30/24 \$ 1,481.50 05/31/24 \$ 30.00	\$ 150.00	\$ 3,711.00	\$ -		\$ -
<b>Waterfront Village Grading 24-09 Ramsey</b>	04/25/24 \$ 850.00 09/11/24 \$ 472.50		03/31/24 \$ 45.00 04/30/24 \$ 1,127.50	\$ 150.00	\$ 1,322.50	\$ -		\$ -
<b>Harmony Farms Nowthen Blvd &amp; 167th 24-10 Ramsey</b>	03/21/24 \$ 850.00 08/06/24 \$ 1,257.00		03/31/24 \$ 330.00 04/30/24 \$ 1,135.50 05/31/24 \$ 491.50	\$ 150.00	\$ 2,107.00	\$ -		\$ -
<b>Street Recon (South portion) &amp; 7th Ave Trail 24-11 Andover</b>	03/21/24 \$ 850.00		03/31/24 \$ 255.00 04/30/24 \$ 165.00	\$ 150.00	\$ 570.00	\$ 280.00		\$ 280.00
<b>Street Recon 144th Lane &amp; Guammi St. 24-12 Andover</b>	03/21/24 \$ 1,150.00		03/31/24 \$ 321.00 04/30/24 \$ 529.00	\$ 150.00	\$ 1,000.00	\$ 150.00		\$ 150.00
<b>Street Recon 144th Lane &amp; Guammi St. 24-13 Andover</b>	03/21/24 \$ 850.00		03/31/24 \$ 255.00 04/30/24 \$ 120.00	\$ 150.00	\$ 525.00	\$ 325.00		\$ 325.00

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Street Recon 144th Lane &amp; Guammi St. 24-14 Andover</b>	03/21/24	\$ 1,150.00	03/31/24 \$ 264.50 04/30/24 \$ 483.00	\$ 150.00	\$ 897.50	\$ 252.50		\$ 252.50
<b>Transform Church 1657 161st 24-15 Andover</b>	04/30/24 07/26/24	\$ 1,075.00 \$ 212.00	04/30/24 \$ 437.00 05/31/24 \$ 700.00	\$ 150.00	\$ 1,287.00	\$ -		\$ -
<b>Rum River Channel Restoration  24-16 Anoka</b>	05/16/24	\$ 850.00	05/31/24 \$ 664.00	\$ 150.00	\$ 814.00	\$ 36.00		\$ 36.00
<b>Wetland Delineation 16520 Armstrong Blvd 24-17 Ramsey</b>	05/16/24 11/04/24	\$ 1,075.00 \$ 62.96	05/31/24 \$ 712.96 06/28/24 \$ 275.00	\$ 150.00	\$ 1,137.96	\$ -		\$ -
<b>Ramsey NE Street Reconstruction  24-18 Ramsey</b>	05/16/24 10/04/24	\$ 850.00 \$ 16.50	05/31/24 \$ 360.00 06/28/24 \$ 356.50	\$ 150.00	\$ 866.50	\$ -		\$ -
<b>Ramsey Xkimo Street Reconstruct  24-19 Ramsey</b>	05/16/24	\$ 850.00	05/31/24 \$ 45.00 06/28/24 \$ 178.50	\$ 150.00	\$ 373.50	\$ 476.50		\$ 476.50
<b>Rivers Bend Stormwater Treatment pond 142nd Ave &amp; Waco St. 24-20 Ramsey</b>	06/13/24 07/26/24 10/04/24	\$ 850.00 \$ 410.00 \$ 874.50	05/31/24 \$ 1,110.00 06/28/24 \$ 874.50	\$ 150.00	\$ 2,134.50	\$ -		\$ -

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Rivers Bend Park Wetland Delineation 24-21 Ramsey</b>	06/27/24	\$ 150.00	06/28/24 \$ 375.00	\$ 150.00	\$ 1,679.04	\$ (1,204.04)		\$ (1,204.04)
	11/04/24	\$ 325.00	07/31/24 \$ 829.04					
			08/31/24 \$ 325.00					
<b>Transform Church Stormwater 1657 161st 24-22 Andover</b>	06/27/24	\$ 850.00	06/28/24 \$ 644.50	\$ 150.00	\$ 1,558.00	\$ (708.00)		\$ (708.00)
			07/31/24 \$ 452.50					
			08/31/24 \$ 311.00					
<b>Skyline on Sunwood Apt Grading 24-23 Ramsey</b>	06/27/24	\$ 850.00	06/28/24 \$ 876.50	\$ 150.00	\$ 1,894.50	\$ (1,044.50)		\$ (1,044.50)
			07/31/24 \$ 868.00					
<b>Hope Church 15620 Armstrong Blvd 24-24 Ramsey</b>	07/10/24	\$ 850.00	07/31/24 \$ 1,301.50	\$ 150.00	\$ 2,385.04	\$ (270.54)		\$ (270.54)
	11/04/24	\$ 1,264.50	08/31/24 \$ 663.00					
			09/30/24 \$ 270.54					
<b>Take 5 Oil Change 7990 Sunwood Drive 24-25 Ramsey</b>	07/26/24	\$ 850.00	07/31/24 \$ 808.00	\$ 150.00	\$ 1,269.00	\$ (311.00)		\$ (311.00)
	10/04/24	\$ 108.00	08/31/24 \$ 311.00					
<b>Rivers Bend Regional Stormwater 5000 142nd Lane NW 24-26 Ramsey</b>	07/26/24	\$ 850.00	07/31/24 \$ 370.00	\$ 150.00	\$ 2,465.54	\$ (902.54)		\$ (902.54)
	11/04/24	\$ 713.00	08/31/24 \$ 1,043.00					
			09/30/24 \$ 902.54					
<b>181st Ave NW - Greenwaldt  24-27 Ramsey</b>	07/26/24	\$ 1,075.00	07/31/24 \$ 562.50	\$ 150.00	\$ 1,824.79	\$ (749.79)		\$ (749.79)
			08/31/24 \$ 1,024.79					
			09/30/24 \$ 87.50					
<b>Transform Church WCA de mimimis 24-28 Andover</b>	08/22/24	\$ 1,075.00	07/31/24 \$ 687.50	\$ 150.00	\$ 1,275.00	\$ (200.00)		\$ (200.00)
			08/31/24 \$ 437.50					

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>Green Valley Greenhouse Wetland boundary 24-29 Ramsey</b>	08/16/24	\$ 2,150.00	08/31/24 \$ 1,336.62 09/30/24 \$ 512.50	\$ 150.00	\$ 1,999.12	\$ 150.88		\$ 150.88
<b>Green Valley Greenhouse Grading &amp; Erosion 24-30 Ramsey</b>	08/16/24	\$ 850.00	08/31/24 \$ 642.50 09/30/24 \$ 847.04	\$ 150.00	\$ 1,639.54	\$ (789.54)		\$ (789.54)
<b>Diamond Graphics 24-31 Ramsey</b>	08/16/24 \$ 850.00 11/04/24 \$ 151.00		08/31/24 \$ 851.00 09/30/24 \$ 943.54	\$ 150.00	\$ 1,944.54	\$ (943.54)		\$ (943.54)
<b>Parkside Townhomes 24-32 Ramsey</b>	09/11/24	\$ 850.00	08/31/24 \$ 165.00 09/30/24 \$ 810.04	\$ 150.00	\$ 1,125.04	\$ (275.04)		\$ (275.04)
<b>Holiday Station Stores 24-33 Andover</b>	09/11/24	\$ 850.00		\$ 150.00	\$ 150.00	\$ 700.00		\$ 700.00
<b>CSAH 7 at 158th 24-34 Andover</b>	10/17/24	\$ 1,150.00		\$ 150.00	\$ 150.00	\$ 1,000.00		\$ 1,000.00
<b>Martins Meadows Wetland Enhancements 24-35 Andover</b>	10/04/24	\$ 1,150.00		\$ 150.00	\$ 150.00	\$ 1,000.00		\$ 1,000.00
<b>Mississippi River Trail Reconstruction 24-36 Ramsey</b>		\$ -			\$ -	\$ -		\$ -

LOWER RUM RIVER WATER MANAGEMENT ORGANIZATION  
SUMMARY OF PERMIT FEE APPLICATIONS  
YEAR ENDING DECEMBER 31, 2024

	Deposits		Expenditures			Excess Deposits Over Expenditures	Returned to Applicant	Balance as of November 8, 2024
	Permit Fee		Barr Engineering	Administrative	Total			
<b>2025 Street Improvements City of Andover 24-37 Andover</b>	11/04/24	\$ 2,150.00		\$ 150.00	\$ 150.00	\$ 2,000.00		\$ 2,000.00
<b>Travelers Bond Payment Ramsey Town Center</b>	02/18/11	\$ 59,000.00	04/21/11 \$ 6,300.00 08/18/11 \$ 13,197.00 08/18/11 \$ 18,170.00 06/20/19 \$ 25.50 11/29/21 \$ 76.50 12/13/21 \$ 472.44 3/7/2022 \$ 59.50 9/9/2022 \$ 102.00 11/4/2022 \$ 93.50		\$ 38,496.44	\$ 20,503.56	\$ -	\$ 20,503.56
<b>Totals</b>		<u>\$ 315,167.92</u>	<u>\$ 257,116.05</u>	<u>\$ 17,380.25</u>	<u>\$ 274,496.30</u>	<u>\$ 40,671.62</u>	<u>\$ 6,491.85</u>	<u>\$ 34,179.77</u>



LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION

BILLS

November 21, 2024

<u>ck#</u>			
2689	Barr Engineering	September Engineering services	\$ 5,721.20
2690	TimeSaver Off Site Sec.	October Secretarial services	\$ 936.70
		TOTAL	<u>\$ 6,657.90</u>



# INVOICE

**Barr Engineering Co.**  
4300 MarketPointe Drive, Suite 200  
Minneapolis, MN 55435  
Phone: 952-832-2600; Fax: 952-832-2601  
FEIN #: 41-0905995 Inc: 1966

**Remittance address:**  
Lockbox 446104  
PO Box 64825  
St Paul, MN 55164-0825

Ms. Lori Yager  
Lower Rum River WMO  
2015 1st Avenue  
Anoka, MN 55303

October 25, 2024  
Invoice No: 23020047.00 - 363

<b>Total this Invoice</b>	<b>\$5,721.20</b>
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**Regarding: Activities for the LRRWMO**

This invoice is for professional services, which include the following:

**002:** On-going monthly administrative activities. Coordination with developer on questions related to regulatory floodplain elevations at Xenolith and 181st St in the City of Ramsey. Communications with Anoka Cnty Highway Department on LRRWMO requirements for CSAH 7 at CR 158 project.

**003:** Respond to applicant questions regarding LRRWMO wetland application requirements. Communication with LRRWMO and CCWD staff on jurisdictional authority for CSAH 18/20 Roundabout Delineation.

**2424:** Review revised permit application materials. Prepare and forward permit memorandum dated September 13, 2024. Attend September 2024 board meeting to speak to permit.

**2426:** Review revised permit application materials. Review and confirm compliance with regional stormwater treatment requirements and stormwater management within DWSMAs. Prepare and forward permit memorandum dated September 13, 2024. Attend September 2024 board meeting to speak to permit.

**2427:** Prepare WCA recommendation and draft Notice of Decision.

**2429:** Review permit application materials. Communications with project agent on submission. Conduct site review. Coordination with TEP. Prepare WCA recommendation and draft Notice of Decision.

**2430:** Review permit application. Prepare and forward permit memorandum dated September 13, 2024. Attend September 2024 board meeting to speak to permit.

**2431:** Review revised permit application materials. Prepare and forward permit memorandum dated September 13, 2024. Attend September 2024 board meeting to speak to permit.

**2432:** Receive and review permit application. Coordination with City of Ramsey staff on use of regional treatment facilities. Prepare and forward permit memorandum dated September 13, 2024. Attend September 2024 board meeting to speak to permit.

**Professional Services from September 01, 2024 to September 30, 2024**

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Job:	RJB	Lower Rum River WMO
Task:	002	Administrative

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**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist IV			
Johnson, Stephanie	5.40	150.00	810.00
Waln, Joseph	.50	150.00	75.00
Engineer / Scientist / Specialist II			
Lau, Heather	1.00	115.00	115.00

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Terms: Due upon receipt. 1 1/2% per month after 30 days. Please refer to the contract if other terms apply.

Support Personnel II

Huffman, Yvonne	.50	100.00	50.00	
Nypan, Nyssa	.60	100.00	60.00	
	8.00		1,110.00	

**Subtotal Labor** **1,110.00**

**Task Subtotal** **\$1,110.00**

Task: 003 Wetland Admin

**Labor Charges**

	Hours	Rate	Amount	
Engineer / Scientist / Specialist II				
Wold, Karen	1.90	125.00	237.50	
	1.90		237.50	

**Subtotal Labor** **237.50**

**Task Subtotal** **\$237.50**

Task: 2424 Voice of Hope Church, Ramsey

**Labor Charges**

	Hours	Rate	Amount	
Engineer / Scientist / Specialist IV				
Johnson, Stephanie	.60	150.00	90.00	
Engineer / Scientist / Specialist II				
Lau, Heather	1.50	115.00	172.50	
	2.10		262.50	

**Subtotal Labor** **262.50**

**Expense Charges**

Travel				
9/19/2024	Lau, Heather	Mileage	8.04	

**Subtotal Expenses** **8.04**

**Task Subtotal** **\$270.54**

Task: 2426 Rivers Bend Park Stormwater Improvements, Ramsey

**Labor Charges**

	Hours	Rate	Amount	
Vice President				
Kieffer, Janna	.50	170.00	85.00	
Engineer / Scientist / Specialist IV				
Johnson, Stephanie	4.40	150.00	660.00	
Engineer / Scientist / Specialist II				
Lau, Heather	1.30	115.00	149.50	
	6.20		894.50	

**Subtotal Labor** **894.50**

**Expense Charges**

Travel				
9/19/2024	Lau, Heather	Mileage	8.04	

**Subtotal Expenses** **8.04**

**Task Subtotal** **\$902.54**

Task: 2427 Greenwaldt 181st NW, Ramsey

**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist II Wold, Karen	.70	125.00	87.50
	.70		87.50
<b>Subtotal Labor</b>			<b>87.50</b>
			<b>Task Subtotal</b> <b>\$87.50</b>

Task: 2429 Green Valley Greenhouse West\_Wetland

**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist II Wold, Karen	4.10	125.00	512.50
	4.10		512.50
<b>Subtotal Labor</b>			<b>512.50</b>
			<b>Task Subtotal</b> <b>\$512.50</b>

Task: 2430 Green Valley Greenhouse West, Ramsey

**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist IV Johnson, Stephanie	.80	150.00	120.00
Engineer / Scientist / Specialist II Lau, Heather	2.60	115.00	299.00
Engineer / Scientist / Specialist I Hatch, Ava	4.00	105.00	420.00
	7.40		839.00
<b>Subtotal Labor</b>			<b>839.00</b>

**Expense Charges**

Travel			
9/19/2024	Lau, Heather	Mileage	8.04
	<b>Subtotal Expenses</b>		<b>8.04</b>
			<b>Task Subtotal</b> <b>\$847.04</b>

Task: 2431 Diamond Graphics Bldg Expansion, Ramsey

**Labor Charges**

	Hours	Rate	Amount
Engineer / Scientist / Specialist IV Johnson, Stephanie	.60	150.00	90.00
Engineer / Scientist / Specialist II Lau, Heather	3.70	115.00	425.50

Engineer / Scientist / Specialist I

Hatch, Ava	4.00	105.00	420.00	
	8.30		935.50	

**Subtotal Labor 935.50**

**Expense Charges**

Travel

9/19/2024	Lau, Heather	Mileage	8.04	
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**Subtotal Expenses 8.04**

**Task Subtotal \$943.54**

Task: 2432 Parkside Townhomes, Ramsey

**Labor Charges**

	Hours	Rate	Amount	
Engineer / Scientist / Specialist IV				
Johnson, Stephanie	3.20	150.00	480.00	
Engineer / Scientist / Specialist II				
Lau, Heather	2.80	115.00	322.00	
	6.00		802.00	

**Subtotal Labor 802.00**

**Expense Charges**

Travel

9/19/2024	Lau, Heather	Mileage	8.04	
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**Subtotal Expenses 8.04**

**Task Subtotal \$810.04**

**Job Subtotal \$5,721.20**

**Total this Invoice \$5,721.20**

**Outstanding Invoices**

Invoice	Date	Balance
362	9/10/2024	8,522.91
<b>Total</b>		<b>8,522.91</b>

Thank you in advance for your prompt processing of this invoice. If you have any questions please contact your Barr project manager, Stephanie Johnson at 952-842-3766 or email at [Stephanie.Johnson@barr.com](mailto:Stephanie.Johnson@barr.com).

# TimeSaver Off Site Secretarial, Inc.

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11/8/2024

TERMS - NET UPON RECEIPT

INVOICE - M29624

PLEASE REMIT TO: *TimeSaver Off Site Secretarial, Inc.*  
**21021 Karoline Court N.**  
**Forest Lake, MN 55025**

Lower Rum River Watershed Management Organization  
Anoka City Hall  
2015 First Avenue N.  
Anoka, MN 55303

Date	Description	Amount
Oct. 2	Download/print Permits #2024-33 + 34 – min.	\$ 20.00
	Organize permit files/draft agenda/e-mail to leadership – 1 hr.	34.00
	Download Barr permit letters #2024-24, 26, 27, 29, 30, 31, 32	
	E-mail Barr re: Permit #2024-34 on Oct or Nov agenda - 1 hr.	34.00
	E-mail leadership re: Permit #2024-26 status – min.	20.00
Oct. 3	Download/print corrected Permit #2024-26 – min.	20.00
Oct. 4	Update + e-mail Oct. agenda to all – min.	20.00
Oct. 7	Update agenda per Lori re: add audit services, e-mail to leadership + ACD to repost – min.	20.00
	E-mails to/from ACD+Barr+Lori re: Permit #2024-25, update/repost agenda – min.	20.00
Oct. 9	Download/print Andover Q report – min.	20.00
Oct. 10	E-mails to/from Westby re: adding agenda item re: funding – min.	20.00
	E-mails to/from Schurbon re: JPA docs for packet – min.	20.00
	Download/print Ramsey funding request, update agenda to add – min.	20.00
	Download/print financials + audit report – min.	20.00
	E-mail Ramsey + Lori re: funding memo for packet + Anoka for Q report – min.	20.00
Oct. 11	Download/print Barr memos Permits #2024-24 + 35 – min.	20.00
	Download/print task list, 3 Q reports, JPA comments – min.	20.00
	Compile packet files/convert to Adobe – 3 hrs.	102.00
	Copy /collate public meeting packet/agendas – 1 hr.	34.00
	Bookmark + e-mail electronic packet – min.	20.00
Oct. 15	File permits/plans + paperwork, deliver public packet – 1 hr.	34.00
Oct. 17	Meeting Minutes – min.	206.50
	E-mail Oct. minutes to Board to proof – min.	20.00
Oct. 21	Download Barr letters Permits #2024-34 + 35 – min.	20.00
Oct. 22	Organize permit files, draft Nov. agenda – 1 hr.	34.00
Oct. 30	E-mail draft Nov. agenda to leadership – min.	20.00
	Processing electronic mail to/from Board – 1 hr.	34.00
	Copies	<u>64.20</u>
	TOTAL	<u>\$ 936.70</u>

# *TimeSaver Off Site Secretarial, Inc.*

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November 11, 2024

Ms. Debra Musgrove, Chair  
Lower Rum River Water Management Organization  
Anoka City Hall  
2015 First Avenue N.  
Anoka, MN 55303-2270

Dear Deb,

Enclosed is an Addendum to the Recording Secretary Service Agreement that extends the expiration date to December 31, 2025. The unit rates reflect an increase of \$1.50 per hour and 50 cents per page. The base rate reflects an increase of less than 3.5%.

Kristin Wirth, our CFO, is stepping in to replace Allen, who will retire on December 31, 2024.

We appreciate the confidence you have placed in TimeSaver to handle your meeting minute needs and look forward to continuing that relationship in 2025.

If you need further information or have questions, please feel free to contact me at 612-251-8999.

Best regards,



Carla Wirth  
Owner

Enclosure: Recording Secretary Service Agreement  
Return envelope

**ADDENDUM TO  
RECORDING SECRETARIAL SERVICE AGREEMENT**

**Dated: December 31, 2024**

By and between TimeSaver Off Site Secretarial, Inc., and the Lower Rum River Water Management Organization, 2015 First Avenue, Anoka, Minnesota.

1. EXTENSION OF RECORDING SECRETARIAL SERVICE AGREEMENT: The term of the existing Recording Secretary Service Agreement dated December 31, 2023, shall be extended under the same terms and conditions to December 31, 2025.
2. TOSS CHARGES: TOSS shall be paid for its services as recording secretary for each meeting with a one (1) hour minimum, the highest rate prevailing, as follows:

Administrative Secretarial Work:

- a. Thirty-Five dollars and 00/100 (\$35.00) per hour for time conducting LRRWMO administrative business as directed by the Board (billed to the ¼ hour after the first hour and excluding time required to prepare meeting minutes); and

For Meeting Minutes:

- a. Base Rate: One Hundred Seventy-Two and 00/100 dollars (\$172.00) for any meeting up to one (1) hour (billable time) plus Forty and 50/100 dollars (\$40.50) for each thirty (30) minutes following the first one (1) hour; **or**
- b. Unit Rate: Fifty-Two and 50/00 dollars (\$52.50) for the first hour of meeting time and Thirty-Five and 00/100 dollars (\$35.00) for every hour after the first hour plus Sixteen and 25/100 dollars (\$16.25) for each page of minutes prepared from machine notes of the recording secretary as draft minutes for submission to and the review and comment of LRRWMO Board for preparation of final minutes.

At the end of the term of this Addendum or any extension of it, the parties may make a new Agreement or extend or modify the terms of this Agreement.

IN WITNESS WHEREOF, the undersigned have executed this Addendum to the Recording Secretarial Service Agreement as of the day and year indicated.


January \_\_, 2025

LOWER RUM RIVER WATER  
MANAGEMENT ORGANIZATION

By \_\_\_\_\_  
Debra Musgrove, Chair

November 11, 2024

TIMESAVER OFF SITE SECRETARIAL, INC.

  
By: \_\_\_\_\_  
Kristin Wirth, CFO



## GRADING, STORMWATER MANAGEMENT AND EROSION/ SEDIMENT CONTROL PERMIT APPLICATION

A \$150.00 application fee and additional \$700.00 escrow deposit must accompany this permit application.

Permits are to be processed at the same time as the site plan, preliminary plat or other city land use or building application submitted to the city in which the work or project is located.

The permit application and supporting documentation must be submitted to the LRRWMO by the **THIRD THURSDAY OF THE MONTH TO BE ON THE FOLLOWING REGULARLY SCHEDULED MONTHLY LRRWMO MEETING AGENDA. A PERMIT NUMBER WILL NOT BE ASSIGNED UNTIL CITY AUTHORIZATION IS RECEIVED.**

**Project Name:** Holiday Station Store LLC NTI

**Address/Location:** North East Corner of Bunker Lake Blvd & 7th Ave NW

**Project Description/Purpose:** Convenience Store with self service gas stations

LGA Andover, LLC  
**Name of Applicant (Site Owner or Property Owner)**  
10700 Old County Road 15, Ste 285  
**Address**  
Minneapolis, MN 55441  
**City, State, Zip**  
  
**Phone**                      **Fax**  
jimwaters@questdevelopment.com  
**Email**

Jim Waters                      Quest Development  
**Applicant's Contact**                      **Organization Name**  
10700 Old County Road 15, Ste 285  
**Address**  
Minneapolis, MN 55441  
**City, State, Zip**  
  
**Phone**                      **Fax**  
jimwaters@questdevelopment.com  
**Email**

**Submittal Requirements**

Completed Grading, Stormwater Management and Erosion/ Sediment Control permit applications are to be submitted as per LRRWMO attachments G1 (Permit Requirements) and G2 (Office Procedure) included with this application. Note that projects involving potential wetland impacts and/or involving a Wetland Replacement Plan require a separate permit application and are subject to additional requirements.

**PROJECT SUBMITTALS (check all that apply):**

- GRADING PLAN:** Including existing and proposed contours and boundaries of all wetlands and surface waters.
- STORM SEWER/ DRAINAGE PLAN:** Including all permanent drainage features and all permanent water quality features.
- STORM DRAINAGE CALCULATIONS:** Design computations as required by the LRRWMO.
- EROSION CONTROL PLAN:** Including all temporary and permanent measures proposed to retain all sediment on site.
- OTHER**

START OF PROJECT: \_\_\_\_\_

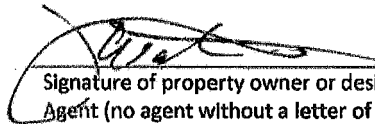
EST. COMPLETION DATE: \_\_\_\_\_

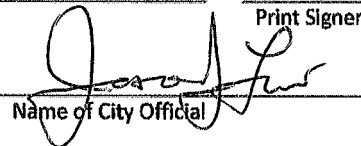
APPROVAL DATE: \_\_\_\_\_

**By signing this Permit Application, the undersigned consents and agrees on behalf of the Applicant that:**

1. The permit application fee is non-refundable. Escrow deposits will be held by the LRRWMO until the project has been completed and all conditions of issuance of the permit are satisfied. The Applicant is responsible for all expenses incurred by the LRRWMO in the processing, administration and enforcement of the permit application and permit. The escrow deposit will be used to reimburse the LRRWMO for all expenses incurred by the LRRWMO in processing, administering and enforcing the permit application and permit, including engineering, legal and other consultant costs. If such expenses exceed the escrow deposit, the LRRWMO will bill the Applicant or Permittee for such excess amount and payment will be due within twenty (20) days of mailing the invoice. Timely payment of such invoices is a condition of all permits and work may be stopped on the project for failure to make payments when due.
2. The undersigned, its agents, principal, assigns and/or representatives (hereinafter "Permittee") shall abide by all the standard conditions and special terms and conditions of the LRRWMO.
3. Any work that violates the terms of the permit may result in the LRRWMO or the City in which the work is being done immediately causing the work on the project relating to the permit to cease and desist. All work on the project shall cease until the permit conditions are met and approved by the LRRWMO and/or the City in which the work is being done.
4. The Permittee agrees to be bound by the terms of the LRRWMO permit requirements, final permit, standard conditions, and special conditions required by the LRRWMO for approval of the permit. The undersigned has the authority to bind the permit holder, the owner of the property and/or any entity performing work on the property pursuant to the terms of LRRWMO permit, and shall be responsible for complying with terms of the LRRWMO permit.

"I certify that I have thoroughly read and understand the above information."

	8-26-24		
Signature of property owner or designated Agent (no agent without a letter of authority)	Date	Signature of applicant if different from property owner	Date

<u>Jim Waters</u>	
Print Signer's name	Print Signer's name
Application Acknowledged by City:	
	Andover
Name of City Official	City
	8/29/24
	Date

SIGNATURE OF LRRWMO CHAIRMAN: \*\* \_\_\_\_\_

**\*\*NOTE: Subject to conditions recommended by Barr Engineering (see attached)**

PERMIT IS NOT VALID IF PROJECT HAS NOT STARTED WITHIN ONE YEAR FROM DATE OF APPROVAL

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**LRRWMO Attachment G1****PERMIT REQUIREMENTS**

**APPLICATION DEADLINE:** Third Thursday of the month for consideration at the following regularly scheduled monthly LRRWMO board meeting on third Thursday of month.

**REQUIRED SUBMITTALS:**

1. Completed Permit Application Form (attached)
2. \$150 Application Fee plus an escrow deposit of \$700 (as described on Permit Application Form)
3. A Stormwater Management Plan and supporting computations as identified in Appendix E of the LRRWMO Watershed Management Plan.

Submittals shall be provided in electronic (e.g., PDF) or other easily reproduced format and must be signed by a registered professional engineer in the State of Minnesota.

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LRRWMO Attachment G2

OFFICE PROCEDURE

**Procedure to Accept LRRWMO Permit:**

1. Complete LRRWMO Permit Application and all supporting supplemental documents for review. Requires signature of acknowledgement on application form from City official prior to submittal to LRRWMO. For the appropriate City contact information refer to the LRRWMO website at [www.lrrwmo.org/](http://www.lrrwmo.org/)

**NOTE:** See "PROJECT SUBMITTALS" section of Application.

2. Submit Application, \$150 application fee plus a \$700 escrow deposit\* payable to the Lower Rum River WMO, and one (1) set of the project submittals (electronic) to:

Lower Rum River WMO  
City of Anoka  
2015 First Street N.  
Anoka, MN 55303  
763-576-2773

*(This set of plans is for LRRWMO file copy.) \*\$700 escrow deposits: The LRRWMO costs related to the project will be charged to permit escrow fund. Funds remaining in the permit escrow account when the project is closed will be returned to the applicant.*

3. Email a copy of Application and one (1) set of the project submittals (electronic) to:

Stephanie Johnson  
Barr Engineering Co. 4300  
MarketPointe Drive Suite 200  
Minneapolis, MN 55435  
[Stephanie.Johnson@barr.com](mailto:Stephanie.Johnson@barr.com)

4. Agenda deadline is the third Thursday of each month to be on the following regularly scheduled LRRWMO monthly meeting.

**Procedure to Request Return of Permit Fund Balance:**

1. When project reaches status of 100% completion (as contained in Quarterly Report), the respective City prepares a written request to LRRWMO for return of escrow deposit balance with copy to Anoka's Finance Department. The request must be submitted prior to the third Thursday of each month to meet the next month regular meeting agenda deadline.



## Memorandum

**To:** Lower Rum River Watershed Management Organization  
**From:** Heather Lau, Barr Engineering Co.  
**Date:** November 8, 2024  
**Subject:** Permit #2024-33: Holiday Station Store LLC NTI: Andover

The LRRWMO has received plans, a stormwater report and a LRRWMO permit application for the development of a 2.0-acre parcel located in the northeast quadrant of the intersection of 7<sup>th</sup> Avenue N.W. and Bunker Lake Boulevard in the City of Andover. The site is predominantly undeveloped and is located within the larger 9.8-acre commercial portion of the proposed Andover Crossings development, conceptually approved under LRRWMO Permit #2021-31.

Review comments were sent to the project agent, Nick Parker, Colliers Engineering & Design, on October 15<sup>th</sup>. We are requesting this item be continued by the LRRWMO, and the review period extended for a 60-day time period as required by Mn Statutes 15.99, until a revised submittal is provided for review.

## APPLICATION FOR MINNESOTA WETLAND CONSERVATION ACT (WCA) DECISIONS AND PROCEDURE REQUIREMENTS

A \$150.00 LRRWMO initial application fee and the appropriate escrow deposits (determined in accordance with Attachment W3) must accompany this permit application for any Wetland Conservation Act (WCA) decisions. These are separate and in addition to permit and escrow fees for Grading, Stormwater Management, and Erosion/Sediment Control permit application, if applicable.

Permits are to be processed at the same time as the site plan, preliminary plat or other city land use or building application submitted to the city in which the work or project is located.

Wetland permit processing takes longer than other permit processing. The permit application and supporting documentation should be submitted to the LRRWMO AT LEAST 60 DAYS PRIOR TO THE REGULARLY SCHEDULED MONTHLY LRRWMO MEETING AT WHICH A DECISION IS REQUESTED. A PERMIT NUMBER WILL NOT BE ASSIGNED UNTIL CITY AUTHORIZATION IS RECEIVED.

**Project Name:** CSAH 7 at CR 158 Roundabout  
**Address/Location:** 7th Ave NW (CSAH 7) at 165th Ave NW (CR 158), Andover, MN

**Project Description/Purpose:** Construction of roundabout at intersection to improve traffic flow and safety.

Anoka County Highway Department  
**Name of Applicant (Site Owner or Property Owner)**  
1440 Bunker Lake Blvd NW  
**Address**  
Andover, MN 55304  
**City, State, Zip**  
763-324-3162  
**Phone**                      **Fax**  
Michelle.Pritchard@anokacountymn.gov  
**Email**

Michelle Pritchard Anoka County Highway Department  
**Applicant's Contact**                      **Organization Name**  
1440 Bunker Lake Blvd NW  
**Address**  
Andover, MN 55304  
**City, State, Zip**  
763-324-3162  
**Phone**                      **Fax**  
Michelle.Pritchard@anokacountymn.gov  
**Email**

### Submittal Requirements

Complete applications are to be submitted as per LRRWMO attachments W1 (Permit Requirements), W2 (Office Procedure), and W3 (Fees, Deposit, and Sureties for Wetland Conservation Act) included with this application. Projects may also require a LRRWMO Grading, Stormwater Management, and Erosion/Sediment Control Permit (separate application and fee/escrow amounts)

### PROJECT SUBMITTALS (check all that apply):

<input checked="" type="checkbox"/>	WETLAND BOUNDARY DELINEATION AND TYPE CONCURRENCE
<input type="checkbox"/>	REQUEST FOR NO LOSS OR EXEMPTION UNDER THE WETLAND CONSERVATION ACT (WCA)
<input type="checkbox"/>	WETLAND REPLACEMENT PLAN AND/OR SEQUENCING
<input type="checkbox"/>	WETLAND BANKING PLAN
<input type="checkbox"/>	OTHER



START OF PROJECT: \_\_\_\_\_

EST. COMPLETION DATE: \_\_\_\_\_

APPROVAL DATE: \_\_\_\_\_

**By signing this Permit Application, the undersigned consents and agrees on behalf of the Applicant that:**

1. The permit application fee is non-refundable. Escrow deposits will be held by the LRRWMO until the project has been completed and all conditions of issuance of the permit are satisfied. The Applicant is responsible for all expenses incurred by the LRRWMO in the processing, administration and enforcement of the permit application and permit. The escrow deposit will be used to reimburse the LRRWMO for all expenses incurred by the LRRWMO in processing, administering and enforcing the permit application and permit, including engineering, legal and other consultant costs. If such expenses exceed the escrow deposit, the LRRWMO will bill the Applicant or Permittee for such excess amount and payment will be due within twenty (20) days of mailing the invoice. Timely payment of such invoices is a condition of all permits and work may be stopped on the project for failure to make payments when due.
2. The undersigned, its agents, principal, assigns and/or representatives (hereinafter "Permittee") shall abide by all the standard conditions and special terms and conditions of the LRRWMO.
3. Any work that violates the terms of the permit may result in the LRRWMO or the City in which the work is being done immediately causing the work on the project relating to the permit to cease and desist. All work on the project shall cease until the permit conditions are met and approved by the LRRWMO and/or the City in which the work is being done.
4. The Permittee agrees to be bound by the terms of the LRRWMO permit requirements, final permit, standard conditions, and special conditions required by the LRRWMO for approval of the permit. The undersigned has the authority to bind the permit holder, the owner of the property and/or any entity performing work on the property pursuant to the terms of LRRWMO permit, and shall be responsible for complying with terms of the LRRWMO permit.

"I certify that I have thoroughly read and understand the above information."

<u>Michelle Pritchard</u>	<u>09/24/2024</u>	_____	_____
Signature of property owner or designated Agent (no agent without a letter of authority)	Date	Signature of applicant if different from property owner	Date

<u>Michelle Pritchard</u>	_____
Print Signer's name	Print Signer's name

Application Acknowledged by City:	<u>Jason Law</u>	<u>ANDOVER</u>	<u>9/24/24</u>
	Name of City Official	City	Date

SIGNATURE OF LRRWMO CHAIRMAN: \*\* \_\_\_\_\_

**\*\*NOTE: Subject to conditions as designated in the WCA Notice of Decision as recommended by the Technical Evaluation Panel and Barr Engineering (see attached)**

PERMIT IS NOT VALID IF PROJECT HAS NOT STARTED WITHIN ONE YEAR FROM DATE OF APPROVAL

## Memorandum

**To:** Lower Rum River Watershed Management Organization (LRRWMO)  
**From:** Karen Wold, Barr Engineering Co. (Barr)  
**Subject:** CSAH 7 at County Road 158 Roundabout ~ Andover  
**Date:** November 14, 2024  
**Barr Project:** 23020047.00 RJB 2434  
**LRRWMO Permit:** #2024-34

**c:** Stephanie Johnson, Barr Engineering Co.  
Carla Wirth, TimeSaver, LRRWMO Recording Secretary

On September 23, 2024, Barr received a joint application form and wetland delineation report requesting wetland boundary and type approval for the CSAH 7 at County Road 158 Roundabout site located in the City of Andover. Barr received confirmation, that the LRRWMO application, and fees were provided, and a permit number was assigned on October 15, 2024, making it a complete application.

Barr issued a WCA Notice of Application on October 16, 2024, with a comment period ending on November 7, 2024.

We recommend the LRRWMO approve the determination that no wetlands are present within the evaluation area as documented in the attached draft Minnesota Wetland Conservation Act (WCA) Notice of Decision.



## Minnesota Wetland Conservation Act Notice of Decision

<b>Local Government Unit (LGU):</b> Lower Rum River Watershed Management Organization (LRRWMO) <b>County:</b> Anoka
<b>Applicant Name:</b> Michelle Pritchard (Anoka County Highway Department) <b>Applicant Representative:</b> Braun Intertec (Megan Ullery-Brux/Travis Fristed)
<b>Project Name:</b> CSAH 7 Roundabout <b>LGU Project No. (if any):</b> 2024-34
<b>Date Application Received by LGU:</b> 10/15/2024
<b>Date of LGU Decision:</b> 11/21/2024
<b>Date this Notice was Sent:</b>

**Minnesota Wetland Conservation Act (WCA) Decision Type - check all that apply**

<input checked="" type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input type="checkbox"/> No-Loss (8420.0415)	<input type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H	Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9		

**Replacement Plan Impacts (replacement plan decisions only)**

Total WCA Wetland Impact Area: not applicable
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits:
Bank Account Number(s):

**Technical Evaluation Panel (TEP) Findings and Recommendations (attach if any)**

<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny See TEP involvement and communication described in LGU Findings below.
---

**LGU Decision**

<input checked="" type="checkbox"/> Approved with Conditions (specify below) <sup>1</sup> List Conditions:	<input type="checkbox"/> Approved <sup>1</sup>	<input type="checkbox"/> Denied
<b>Decision-Maker for this Application:</b> <input type="checkbox"/> Staff <input checked="" type="checkbox"/> Governing Board/Council <input type="checkbox"/> Other:		
<b>Decision is valid for:</b> <input checked="" type="checkbox"/> 5 years (default) <input type="checkbox"/> Other (specify):		

<sup>1</sup> *Wetland Replacement Plan approval is not valid until Minnesota Board of Water and Soil Resources (BWSR) confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

**LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision<sup>1</sup>.**

<input checked="" type="checkbox"/> Attachment(s) (specify): <b>Site Location Map, Wetland Delineation Figure</b>
<input checked="" type="checkbox"/> Summary:
<b>On behalf of the Anoka County Highway Department, Braun Intertec submitted a joint application form and wetland delineation report requesting wetland boundary and type approval associated with the CSAH 7 (7<sup>th</sup> Ave NW) at CR 158 (165<sup>th</sup> Ave NW) Roundabout project located in Sections 7 &amp; 8, Township 32N, Range 24W, City of Andover within Anoka County.</b>
<b>The report concluded that no wetlands are present within the evaluation area.</b>

A WCA Notice of Application and the joint application form were provided to TEP members on 10/16/2024 with a comment period ending on 11/7/2024.

A site review was conducted on 10/16/2024 by Becky Wozney (Anoka Conservation District). Becky concurred with the no wetland determination.

The comment period ended on 11/7/2024 and no additional comments were received.

The conclusion of no wetlands present within the evaluation area was determined to be accurate based on the requirements of the 1987 U.S. Army Corps of Engineers (USACE) Wetland Delineation Manual, the 2012 Northcentral/Northeast Regional Supplement, and the 2015 Guidance for Submittal of Delineation Reports to the USACE and WCA LGU in Minnesota, Version 2.0.

<sup>1</sup> Findings must consider any TEP recommendations.

### Attached Project Documents

Site Location Map  Project Plan(s)/Descriptions/Reports (specify): Wetland Delineation Figure

### Appeals of LGU Decisions

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail. The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator  
Minnesota Board of Water & Soils Resources  
520 Lafayette Road North  
St. Paul, MN 55155  
[travis.germundson@state.mn.us](mailto:travis.germundson@state.mn.us)

Does the LGU have a local appeal process applicable to this decision?

Yes<sup>1</sup>  No

<sup>1</sup>If yes, all appeals must first be considered via the local appeals process.

**Local Appeals Submittal Requirements** (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

### Notice Distribution (include name)

*Required on all notices:*

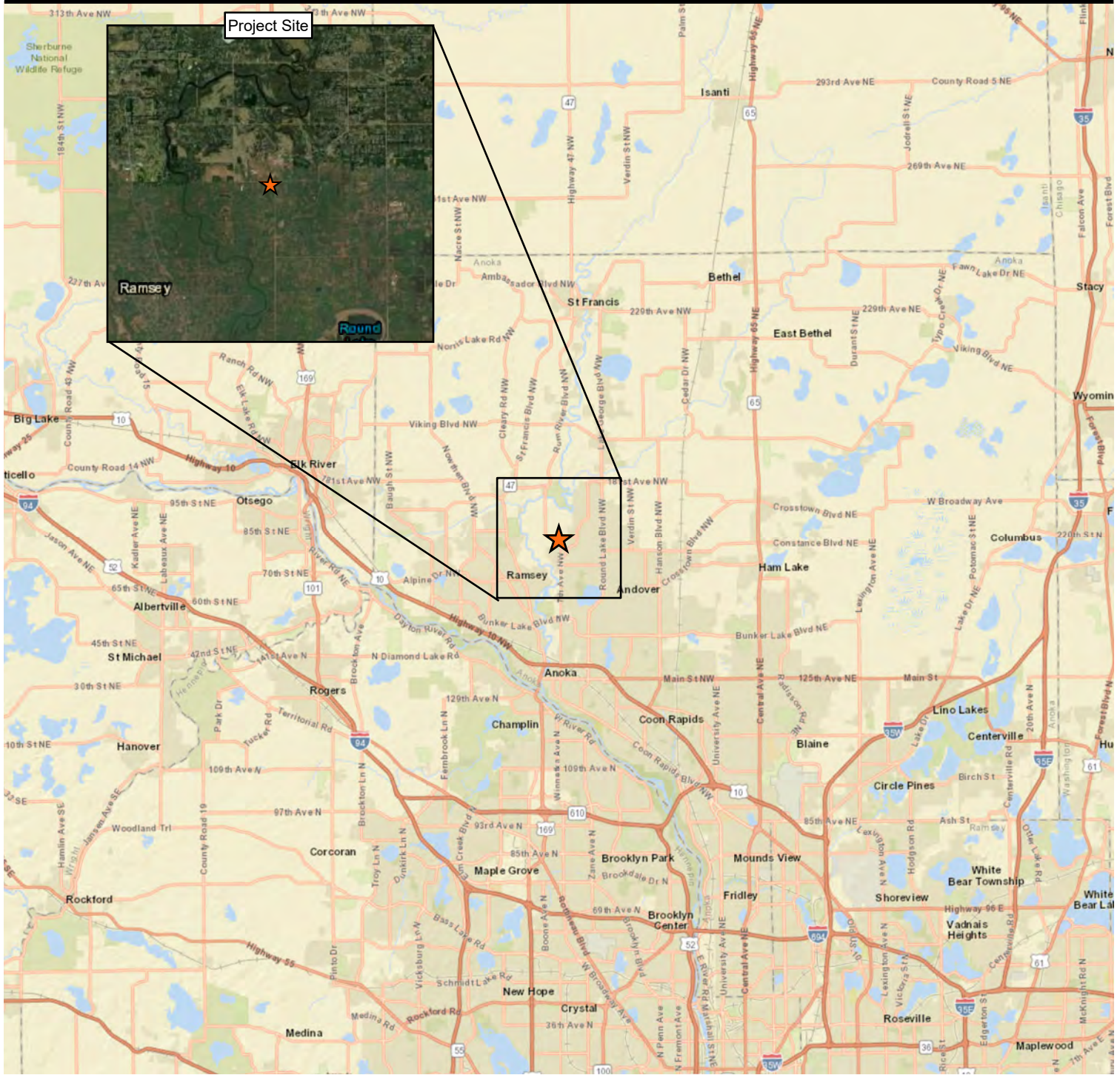
<input checked="" type="checkbox"/> SWCD TEP Member: Becky Wozney (Anoka Conservation District)
<input checked="" type="checkbox"/> Minnesota Board of Water and Soil Resources (BWSR) TEP Member: Ben Meyer
<input checked="" type="checkbox"/> LGU TEP Member: Karen Wold (Barr Engineering for the LRRWMO)
<input checked="" type="checkbox"/> Minnesota Department of Natural Resources Representative: Melissa Collins
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.: Debra Musgrove (LRRWMO), Stephanie Johnson, Heather Lau (Barr Engineering Co.)
<input checked="" type="checkbox"/> City Contact for LRRWMO permitting: Jason Law (City of Andover)
<input checked="" type="checkbox"/> Anoka County Transportation Division Environmental Project Manager: Rebecca Haug
<input checked="" type="checkbox"/> Applicant (notice only): Michelle Pritchard (Anoka County Highway Department)
<input checked="" type="checkbox"/> Agent/Consultant (notice only): Braun Intertec (Megan Ullery-BruX/Travis Fristed)

*Optional or As Applicable:*

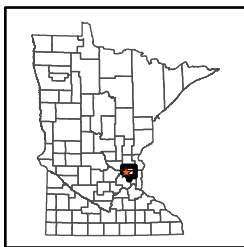
<input type="checkbox"/> Corps of Engineers:
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):
<input type="checkbox"/> Members of the Public (notice only):
<input type="checkbox"/> Other:

<b>Signature:</b>	<b>Date:</b>
-------------------	--------------

**This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.**



Data Sources: Esri, USGS, OpenStreetMap



 Project Site



0 2.5 5 Miles

Scale 1" = 5 mi

**BRAUN  
INTERTEC**  
The Science You Build On.

11001 Hampshire Avenue S  
Minneapolis, MN 55438  
952.995.2000  
braunintertec.com

Project No:  
B2407053.00

Drawing No:  
Fig1\_LocMap

Drawn By: SL  
Date Drawn: 8/14/2024  
Checked By: MU  
Last Modified: 8/14/2024

Wetland Delineation

CSAH 7 (7th Ave NW) at CR 158 (165th Ave NW) Roundabout



Andover, Minnesota

**Project  
Location  
Map**

Figure 1





-  Approximate Site Boundary
-  Upland Sample

Data Sources:

Minnesota DNR, MN DOT, Esri,  
USGS, OpenStreetMap



Drawing Information

Project No:  
B2407053.00

Drawing No:  
Fig7\_WtIndDelin\_T

Drawn By: SL  
Date Drawn: 8/16/2024  
Checked By: MU  
Last Modified: 8/15/2024

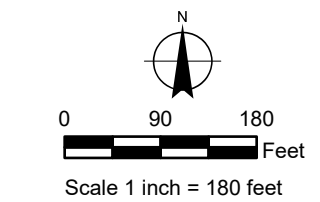
Project Information

Wetland Delineation

CSAH 7 (7th Ave  
NW) at CR 158 (165th  
Ave NW) Roundabout

Andover, Minnesota

Wetland  
Delineation



NOTE: Wetland boundaries and types are approximate for illustrative purposes only and do not reflect actual survey data.



## APPLICATION FOR MINNESOTA WETLAND CONSERVATION ACT (WCA) DECISIONS AND PROCEDURE REQUIREMENTS

A \$150.00 LRRWMO Initial application fee and the appropriate escrow deposits (determined in accordance with Attachment W3) must accompany this permit application for any Wetland Conservation Act (WCA) decisions. These are separate and in addition to permit and escrow fees for Grading, Stormwater Management, and Erosion/Sediment Control permit application, if applicable.

Permits are to be processed at the same time as the site plan, preliminary plat or other city land use or building application submitted to the city in which the work or project is located.

Wetland permit processing takes longer than other permit processing. The permit application and supporting documentation should be submitted to the LRRWMO AT LEAST 60 DAYS PRIOR TO THE REGULARLY SCHEDULED MONTHLY LRRWMO MEETING AT WHICH A DECISION IS REQUESTED. A PERMIT NUMBER WILL NOT BE ASSIGNED UNTIL CITY AUTHORIZATION IS RECEIVED.

Project Name: Martin's Meadows Wetland Enhancement  
 Address/Location: Property ID: 07-32-24-12-0002  
 Project Description/Purpose: Restore hydrology and wetland vegetation in a 6-acre ditched wetland  
City of Andover  
 Name of Applicant (Site Owner or Property Owner)  
1685 Crosstown Blvd. NW  
 Address  
Andover, MN 55304  
 City, State, Zip  
763-767-5137  
 Phone Fax  
k.kytman@andovermn.gov  
 Email

Breanna Keith Anoka Conservation District  
 Applicant's Contact Organization Name  
1318 McKay Dr. NE  
 Address  
Ham Lake, MN 55304  
 City, State, Zip  
763-434-2030 ext 160  
 Phone Fax  
breanna.keith@anokaswcd.org  
 Email

### Submittal Requirements

Complete applications are to be submitted as per LRRWMO attachments W1 (Permit Requirements), W2 (Office Procedure), and W3 (Fees, Deposit, and Sureties for Wetland Conservation Act) included with this application. Projects may also require a LRRWMO Grading, Stormwater Management, and Erosion/Sediment Control Permit (separate application and fee/escrow amounts)

PROJECT SUBMITTALS (check all that apply):

<input type="checkbox"/>	WETLAND BOUNDARY DELINEATION AND TYPE CONCURRENCE
<input checked="" type="checkbox"/>	REQUEST FOR NO LOSS OR EXEMPTION UNDER THE WETLAND CONSERVATION ACT (WCA)
<input type="checkbox"/>	WETLAND REPLACEMENT PLAN AND/OR SEQUENCING
<input type="checkbox"/>	WETLAND BANKING PLAN
<input type="checkbox"/>	OTHER



Lower  
Rum River  
WMO

START OF PROJECT: 11/2024

EST. COMPLETION DATE: 12/2026

APPROVAL DATE: \_\_\_\_\_

By signing this Permit Application, the undersigned consents and agrees on behalf of the Applicant that:

1. The permit application fee is non-refundable. Escrow deposits will be held by the LRRWMO until the project has been completed and all conditions of issuance of the permit are satisfied. The Applicant is responsible for all expenses incurred by the LRRWMO in the processing, administration and enforcement of the permit application and permit. The escrow deposit will be used to reimburse the LRRWMO for all expenses incurred by the LRRWMO in processing, administering and enforcing the permit application and permit, including engineering, legal and other consultant costs. If such expenses exceed the escrow deposit, the LRRWMO will bill the Applicant or Permittee for such excess amount and payment will be due within twenty (20) days of mailing the invoice. Timely payment of such invoices is a condition of all permits and work may be stopped on the project for failure to make payments when due.
2. The undersigned, its agents, principal, assigns and/or representatives (hereinafter "Permittee") shall abide by all the standard conditions and special terms and conditions of the LRRWMO.
3. Any work that violates the terms of the permit may result in the LRRWMO or the City in which the work is being done immediately causing the work on the project relating to the permit to cease and desist. All work on the project shall cease until the permit conditions are met and approved by the LRRWMO and/or the City in which the work is being done.
4. The Permittee agrees to be bound by the terms of the LRRWMO permit requirements, final permit, standard conditions, and special conditions required by the LRRWMO for approval of the permit. The undersigned has the authority to bind the permit holder, the owner of the property and/or any entity performing work on the property pursuant to the terms of LRRWMO permit, and shall be responsible for complying with terms of the LRRWMO permit.

"I certify that I have thoroughly read and understand the above information."

	<u>9-26-24</u>		<u>09/25/2024</u>
Signature of property owner or designated Agent (no agent without a letter of authority)	Date	Signature of applicant if different from property owner	Date

<u>Kameron Kytoreh</u>	<u>Breanna Keith</u>
Print Signer's name	Print Signer's name

Application Acknowledged by City:		<u>Andover</u>	<u>10/3/24</u>
	Name of City Official	City	Date

SIGNATURE OF LRRWMO CHAIRMAN: \*\*  
 \*\*NOTE: Subject to conditions as designated in the WCA Notice of Decision as recommended by the Technical Evaluation Panel and Barr Engineering (see attached)  
 PERMIT IS NOT VALID IF PROJECT HAS NOT STARTED WITHIN ONE YEAR FROM DATE OF APPROVAL



## PART ONE: Applicant Information

If applicant is an entity (company, government entity, partnership, etc.), an authorized contact person must be identified. If the applicant is using an agent (consultant, lawyer, or other third party) and has authorized them to act on their behalf, the agent's contact information must also be provided.

**Applicant/Landowner Name:** Kameron Kytonen/City of Andover

**Mailing Address:** 1685 Crosstown Blvd. NW Andover MN 55304

**Phone:** 763/767-5137

**E-mail Address:** k.kytonen@andovermn.gov

**Authorized Contact (do not complete if same as above):** Breanna Keith/Anoka Cons. District

**Mailing Address:** 1318 McKay Dr. Suite 300 Ham Lake, MN 55304

**Phone:** 763/434-2030 x160

**E-mail Address:** Breanna.Keith@anokaswcd.org

**Agent Name:**

**Mailing Address:**

**Phone:**

**E-mail Address:**

## PART TWO: Site Location Information

**County:** Anoka

**City/Township:** Andover

**Parcel ID and/or Address:** 07-32-24-12-0002

**Legal Description (Section, Township, Range):**

**Lat/Long (decimal degrees):**

**Attach a map showing the location of the site in relation to local streets, roads, highways.**

**Approximate size of site (acres) or if a linear project, length (feet):** 55 acre park; project is less than 1 acre

If you know that your proposal will require an individual Permit from the U.S. Army Corps of Engineers, you must provide the names and addresses of all property owners adjacent to the project site. This information may be provided by attaching a list to your application or by using block 25 of the Application for Department of the Army permit which can be obtained at:

[http://www.mvp.usace.army.mil/Portals/57/docs/regulatory/RegulatoryDocs/engform\\_4345\\_2012oct.pdf](http://www.mvp.usace.army.mil/Portals/57/docs/regulatory/RegulatoryDocs/engform_4345_2012oct.pdf)

## PART THREE: General Project/Site Information

If this application is related to a delineation approval, exemption determination, jurisdictional determination, or other correspondence submitted *prior to* this application then describe that here and provide the Corps of Engineers project number.

Describe the project that is being proposed, the project purpose and need, and schedule for implementation and completion. The project description must fully describe the nature and scope of the proposed activity including a description of all project elements that effect aquatic resources (wetland, lake, tributary, etc.) and must also include plans and cross section or profile drawings showing the location, character, and dimensions of all proposed activities and aquatic resource impacts.

See attached narrative.



## PART FOUR: Aquatic Resource Impact<sup>1</sup> Summary

If your proposed project involves a direct or indirect impact to an aquatic resource (wetland, lake, tributary, etc.) Identify each impact in the table below. Include all anticipated impacts, including those expected to be temporary. Attach an overhead view map, aerial photo, and/or drawing showing all of the aquatic resources in the project area and the location(s) of the proposed impacts. Label each aquatic resource on the map with a reference number or letter and identify the impacts in the following table.

Aquatic Resource ID (as noted on overhead view)	Aquatic Resource Type (wetland, lake, tributary etc.)	Type of Impact (fill, excavate, drain, or remove vegetation)	Duration of Impact Permanent (P) or Temporary (T) <sup>1</sup>	Size of Impact <sup>2</sup>	Overall Size of Aquatic Resource <sup>3</sup>	Existing Plant Community Type(s) in Impact Area <sup>4</sup>	County, Major Watershed #, and Bank Service Area # of Impact Area <sup>5</sup>
A	wetland	Fill-Ditch plug	P	6000 SF	N/A	No vegetation	Anoka, 20, 7
B	wetland	Remove vegetation-shallow scrape	P	30,500 SF	N/A	Shrub Carr and Fresh Meadow	Anoka, 20, 7
C	Wetland	Fill	P	2400 SF	N/A	Scrub Carr	Anoka, 20, 7

<sup>1</sup>If impacts are temporary; enter the duration of the impacts in days next to the "T". For example, a project with a temporary access fill that would be removed after 220 days would be entered "T (220)".

<sup>2</sup>Impacts less than 0.01 acre should be reported in square feet. Impacts 0.01 acre or greater should be reported as acres and rounded to the nearest 0.01 acre. Tributary impacts must be reported in linear feet of impact and an area of impact by indicating first the linear feet of impact along the flowline of the stream followed by the area impact in parentheses). For example, a project that impacts 50 feet of a stream that is 6 feet wide would be reported as 50 ft (300 square feet).

<sup>3</sup>This is generally only applicable if you are applying for a de minimis exemption under MN Rules 8420.0420 Subp. 8, otherwise enter "N/A".

<sup>4</sup>Use *Wetland Plants and Plant Community Types of Minnesota and Wisconsin* 3<sup>rd</sup> Ed. as modified in MN Rules 8420.0405 Subp. 2.

<sup>5</sup>Refer to Major Watershed and Bank Service Area maps in MN Rules 8420.0522 Subp. 7.

If any of the above identified impacts have already occurred, identify which impacts they are and the circumstances associated with each:

## PART FIVE: Applicant Signature

Check here if you are requesting a pre-application consultation with the Corps and LGU based on the information you have provided. Regulatory entities will not initiate a formal application review if this box is checked.

By signature below, I attest that the information in this application is complete and accurate. I further attest that I possess the authority to undertake the work described herein.

Signature:  Date: 9/30/2024

I hereby authorize Anoka Conservation District to act on my behalf as my agent in the processing of this application and to furnish, upon request, supplemental information in support of this application.

<sup>1</sup> The term "impact" as used in this joint application form is a generic term used for disclosure purposes to identify activities that may require approval from one or more regulatory agencies. For purposes of this form it is not meant to indicate whether or not those activities may require mitigation/replacement.



# Martin's Meadows Conceptual Wetland Enhancement Overview





## Martin's Meadows Wetland Enhancement Description

Water quality and habitat improvement projects in the Rum River Corridor are a high priority for the Anoka Conservation District and its partners. This project will restore hydrology and enhance wetland vegetation in a 6-acre ditched floodplain wetland draining to the Rum River on City-owned land in Andover. Named Martin's Meadows, this property is part of Andover's Nature Preserve Program, which seeks to preserve and enhance natural areas in a rapidly developing city.

Ongoing drainage by a decades-old ditch has lowered the water table and facilitated the encroachment of buckthorn, reed canary grass, and other weedy or non-native species. This project would consist of three major components: a ditch plug to restore hydrology in the downstream (northernmost) wetland basin, a shallow scrape within that downstream (northernmost) wetland basin, and a raised berm along an existing trail to restore hydrology in the upstream (southernmost) wetland basin. Each of these components are identified in the map on page 1 and described in more detail below:

**A - Ditch Plug:** The proposed location and extent of the ditch plug was strategically selected to facilitate water retention throughout the wetland basin without flooding adjacent trails. This location also contains the most down-cut and eroded section of ditch, and adjacent vegetation is currently dominated by buckthorn. The anticipated plug footprint is 6,000 square feet (0.13 acres), which includes 8:1 side slopes and a rocked principal spillway to ensure plug stability during high-flow events.

**B - 6" - 10" Scrape:** The primary intent of this shallow scrape is to remove reed canary grass (including its root biomass) and expose the native seed bank in the soils below. The anticipated scrape footprint is 30,492 square feet (0.7 acres).

**C - Berm along Existing Trail:** An existing trail (and the underlying ditch culverts it contains) will be raised to an elevation that allows it to function as a berm retaining water in the remaining ditched portion of the wetland complex. The anticipated berm footprint is 2,400 square feet (0.06 acres), which includes side slopes needed to achieve stability.

The above components will be paired with a targeted vegetation restoration plan to reduce invasive species and establish/enhance diverse native wetland vegetation throughout both wetland basins.

Staff from the Anoka Conservation District and Fish and Wildlife Service will work collaboratively to guide contractors throughout the installation process. All excavated material which can't be repurposed for the ditch plug or berm will be disposed of off-site.

## Memorandum

**To:** Lower Rum River Watershed Management Organization (LRRWMO)  
**From:** Karen Wold, Barr Engineering Co. (Barr)  
**Subject:** Martin's Meadows Wetland Enhancement ~ Andover  
**Date:** November 15, 2024  
**Barr Project:** 23020047.00 RJB 2435  
**LRRWMO Permit:** #2024-35

**c:** Stephanie Johnson, Barr Engineering Co.  
Carla Wirth, TimeSaver, LRRWMO Recording Secretary

October 24, 2024, Barr received a complete joint application form requesting Minnesota Wetland Conservation Act (WCA) no-loss and exemption approval for the Martin's Meadows Wetland Enhancement project located in the City of Andover. Barr received confirmation, that the LRRWMO application, and fees were provided, and a permit number was assigned on October 3, 2024.

Barr issued a WCA Notice of Application on October 25, 2024, with a comment period ending on November 14, 2024.

We recommend the LRRWMO approve the proposed project as WCA no-loss under MN Rule 8420.0415 D with conditions as documented in the attached draft WCA Notice of Decision.

## Minnesota Wetland Conservation Act Notice of Decision

<b>Local Government Unit (LGU):</b> Lower Rum River Watershed Management Organization (LRRWMO)
<b>County:</b> Anoka
<b>Applicant Name:</b> Kameron Kytonen/City of Andover
<b>Applicant Representative:</b> Breanna Keith/Anoka Conservation District
<b>Project Name:</b> Martin’s Meadows Wetland Enhancement
<b>LGU Project No. (if any):</b> 2024-35
<b>Date Application Received by LGU:</b> 10/24/2024
<b>Date of LGU Decision:</b> 11/21/2024
<b>Date this Notice was Sent:</b>

**Minnesota Wetland Conservation Act (WCA) Decision Type - check all that apply**

<input type="checkbox"/> Wetland Boundary/Type	<input type="checkbox"/> Sequencing	<input type="checkbox"/> Replacement Plan	<input type="checkbox"/> Bank Plan (not credit purchase)
<input checked="" type="checkbox"/> No-Loss (8420.0415)	<input type="checkbox"/> Exemption (8420.0420)		
Part: <input type="checkbox"/> A <input type="checkbox"/> B <input type="checkbox"/> C <input checked="" type="checkbox"/> D <input type="checkbox"/> E <input type="checkbox"/> F <input type="checkbox"/> G <input type="checkbox"/> H	Subpart: <input type="checkbox"/> 2 <input type="checkbox"/> 3 <input type="checkbox"/> 4 <input type="checkbox"/> 5 <input type="checkbox"/> 6 <input type="checkbox"/> 7 <input type="checkbox"/> 8 <input type="checkbox"/> 9		

**Replacement Plan Impacts (replacement plan decisions only)**

Total WCA Wetland Impact Area: not applicable
Wetland Replacement Type: <input type="checkbox"/> Project Specific Credits: <input type="checkbox"/> Bank Credits:
Bank Account Number(s):

**Technical Evaluation Panel (TEP) Findings and Recommendations (attach if any)**

<input checked="" type="checkbox"/> Approve <input type="checkbox"/> Approve w/Conditions <input type="checkbox"/> Deny
See TEP involvement and communication described in LGU Findings below.

**LGU Decision**

<input checked="" type="checkbox"/> Approved with Conditions (specify below) <sup>1</sup>	<input type="checkbox"/> Approved <sup>1</sup>	<input type="checkbox"/> Denied
List Conditions:		
<b>STANDARD NO-LOSS AND EXEMPTION CONDITIONS of MN Rule 8420.0410</b>		
A person conducting an activity in a wetland under no-loss in MN Rule part 8420.0415 or an exemption in part 8420.0420 must ensure that:		
A. appropriate erosion control measures are taken to prevent sedimentation of the wetland or of any receiving waters;		
B. the activity does not block fish activity in a watercourse, except when done purposely to prevent movement of undesirable fish species in accordance with a recommendation from the commissioner; and		
C. the activity is conducted in compliance with all other applicable federal, state, and local requirements, including best management practices according to the documents referenced in part 8420.0112, the BWSR Wetland Restoration Guide, and water resource protection requirements established under Minnesota Statutes, chapter 103H.		
<b>Compliance with DNR requirements</b>		
The WCA no-loss is approved on the condition that the proposed activities are consistent with other regulations including compliance with Minnesota DNR requirements. Project activities are not directly within DNR Public Water, however the project is hydrologically connected and located between DNR Public Water Wetland (02031500) and the Rum River DNR Public Watercourse. Prior to project implementation, the applicant should coordinate project activities with the DNR Area Hydrologist Wes Saunders-Pearce to verify that the project complies with DNR requirements.		

In addition, state-listed threatened Blanding’s turtles have been documented within one mile of the project site. The applicant should coordinate with the DNR Ecologist Melissa Collins on requirements to avoid impacting the protected species. Avoidance measures may include overwintering timing restrictions (October 1 – March 31), the use of wildlife-friendly erosion control materials, exclusionary fencing, distribution of the Blanding’s turtle flyer to all contractors, and reporting any sightings to the DNR.

**Decision-Maker for this Application:**  Staff  Governing Board/Council  Other:

**Decision is valid for:**  5 years (default)  Other (specify):

<sup>1</sup> *Wetland Replacement Plan approval is not valid until Minnesota Board of Water and Soil Resources (BWSR) confirms the withdrawal of any required wetland bank credits. For project-specific replacement a financial assurance per MN Rule 8420.0522, Subp. 9 and evidence that all required forms have been recorded on the title of the property on which the replacement wetland is located must be provided to the LGU for the approval to be valid.*

**LGU Findings – Attach document(s) and/or insert narrative providing the basis for the LGU decision<sup>1</sup>.**

Attachment(s) (specify): **Site Location Map, Project Maps**

Summary:

**On behalf of the City of Andover, Anoka Conservation District submitted a joint application form requesting WCA no-loss and exemption approval for activity within wetlands associated the Martin’s Meadows Wetland Enhancement project located in Parcel ID 07-32-24-12-0002, City of Andover within Anoka County.**

**The project plans include:**

- **6,000 SF of wetland fill for a ditch plug,**
- **30,500 Sf of shallow scraping (6”-10”) within wetland to remove the root mass of invasive species and expose the native seed bank in the soils below, and**
- **2,400 SF of wetland fill for a berm along an existing trail, including the ditch culvert it contains, with a spillway at 856.5’ elevation.**

**During preliminary project review on 10/10/2024, Ben Meyer (BWSR) commented that the project appears to qualify for WCA no-loss under MN Rule 8420.0415 D. as activity conducted by public agencies for the purpose of wetland restoration or fish and wildlife habitat restoration or improvement according to the guidance referenced in part 8420.0112 and the BWSR Wetland Restoration Guide.**

**A WCA Notice of Application and the joint application form were provided to TEP members on 10/25/2024 with a comment period ending on 11/14/2024.**

**A site review was conducted on 11/14/2024 by Becky Wozney (Anoka Conservation District), Ben Meyer (BWSR), and Karen Wold (Barr Engineering for the LRRWMO). During the site review, TEP members reviewed the project area and project plans, and verified the wetland type as primarily a shrub-carr as described in the application and clarified that the National Wetland Inventory indicating this area as a coniferous bog is incorrect.**

**With the above listed conditions, the project plans meet WCA no-loss criteria under 8420.0415 D. Therefore, a replacement plan is not required for project activities within wetland.**

**The comment period ended on 11/14/2024 and no additional comments were received.**

<sup>1</sup> *Findings must consider any TEP recommendations.*

**Attached Project Documents**

Site Location Map  Project Plan(s)/Descriptions/Reports (specify): Project Maps

**Appeals of LGU Decisions**

If you wish to appeal this decision, you must provide a written request within 30 calendar days of the date you received the notice. All appeals must be submitted to the Board of Water and Soil Resources Executive Director along with a check payable to BWSR for \$500 *unless* the LGU has adopted a local appeal process as identified below. The check must be sent by mail and the written request to appeal can be submitted by mail or e-mail.

The appeal should include a copy of this notice, name and contact information of appellant(s) and their representatives (if applicable), a statement clarifying the intent to appeal and supporting information as to why the decision is in error. Send to:

Appeals & Regulatory Compliance Coordinator  
 Minnesota Board of Water & Soils Resources  
 520 Lafayette Road North  
 St. Paul, MN 55155  
[travis.germundson@state.mn.us](mailto:travis.germundson@state.mn.us)

Does the LGU have a local appeal process applicable to this decision?

- Yes<sup>1</sup>       No

<sup>1</sup>If yes, all appeals must first be considered via the local appeals process.

**Local Appeals Submittal Requirements** (LGU must describe how to appeal, submittal requirements, fees, etc. as applicable)

--

**Notice Distribution (include name)**

*Required on all notices:*

<input checked="" type="checkbox"/> SWCD TEP Member: Becky Wozney (Anoka Conservation District)
<input checked="" type="checkbox"/> Minnesota Board of Water and Soil Resources (BWSR) TEP Member: Ben Meyer
<input checked="" type="checkbox"/> LGU TEP Member: Karen Wold (Barr Engineering for the LRRWMO)
<input checked="" type="checkbox"/> Minnesota Department of Natural Resources Representative: Wes Saunders-Pearce, Melissa Collins
<input checked="" type="checkbox"/> Watershed District or Watershed Mgmt. Org.: Debra Musgrove (LRRWMO), Stephanie Johnson, Heather Lau (Barr Engineering Co.)
<input checked="" type="checkbox"/> City Contact for LRRWMO permitting: Jason Law (City of Andover)
<input checked="" type="checkbox"/> Anoka County Transportation Division Environmental Project Manager: Rebecca Haug
<input checked="" type="checkbox"/> Applicant (notice only): Kameron Kytonen/City of Andover
<input checked="" type="checkbox"/> Agent/Consultant (notice only): Breanna Keith/Anoka Conservation District

*Optional or As Applicable:*

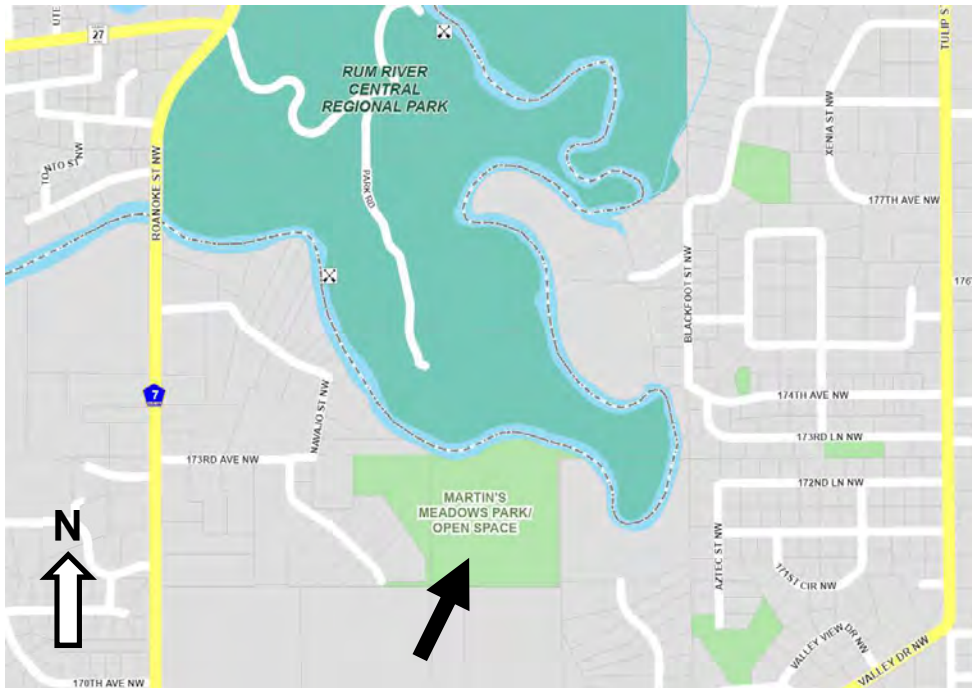
<input type="checkbox"/> Corps of Engineers:
<input type="checkbox"/> BWSR Wetland Mitigation Coordinator (required for bank plan applications only):
<input type="checkbox"/> Members of the Public (notice only):
<input type="checkbox"/> Other:

<b>Signature:</b>	<b>Date:</b>

**This notice and accompanying application materials may be sent electronically or by mail. The LGU may opt to send a summary of the application to members of the public upon request per 8420.0255, Subp. 3.**



**Project Location:**



Parcel map – black arrow indicates project location



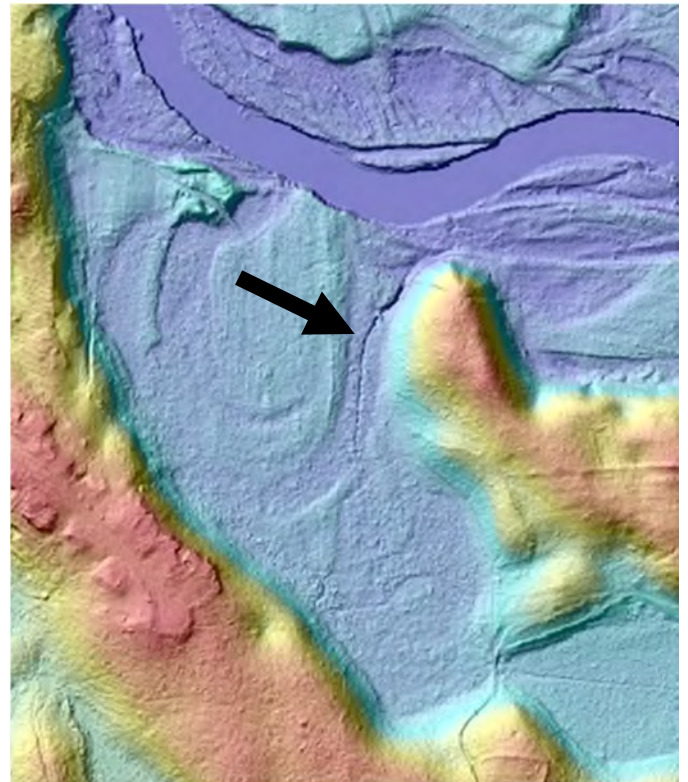
*Ditch exhibiting signs of down cutting and erosion, bordered by buckthorn*



*Reed canary grass and nettle-dominated wetland, to be scraped and seeded with native vegetation.*



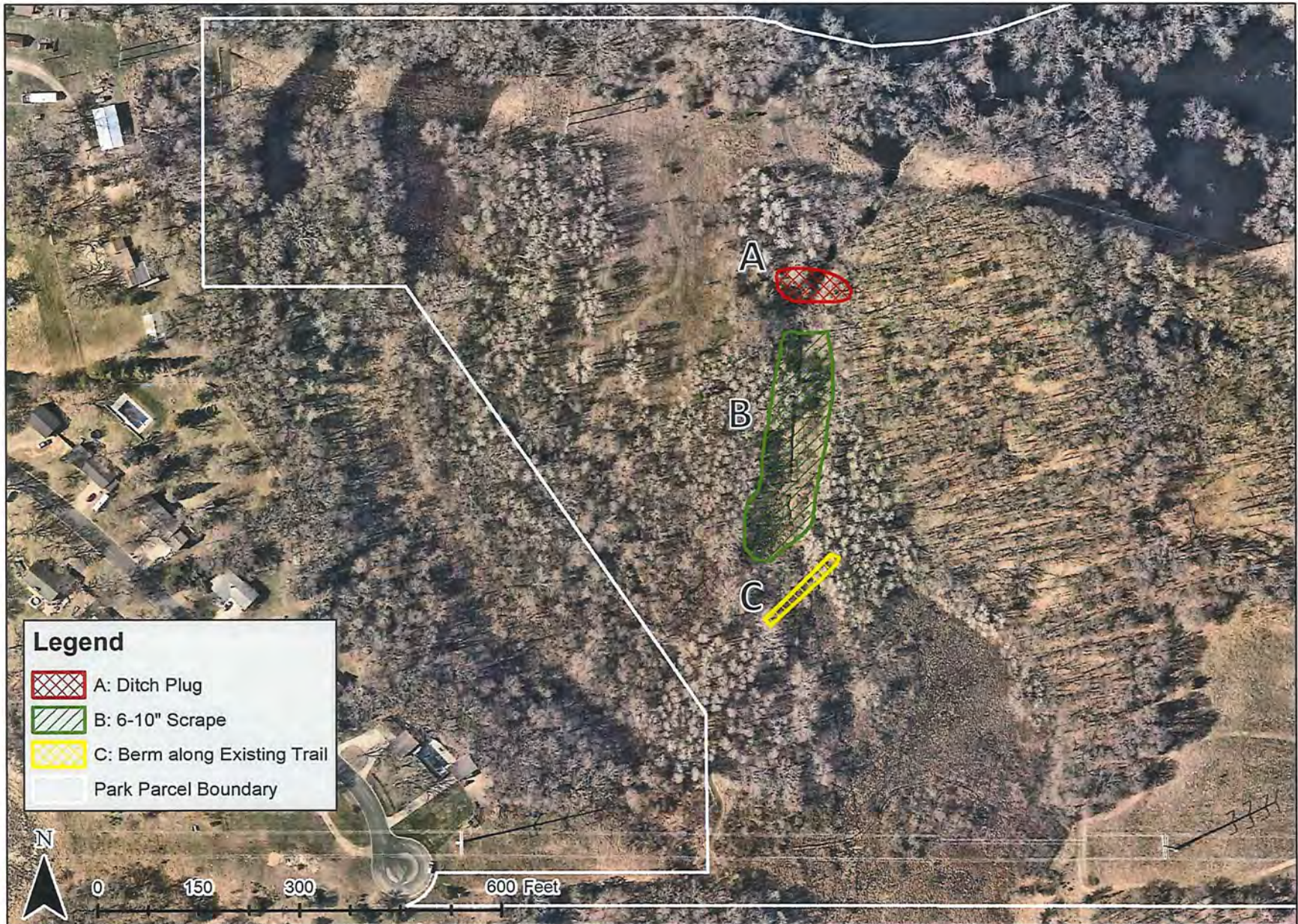
Aerial imagery, May 2023. The yellow outline indicates the wetland (project) area. The red dashed line indicates the ditch extent.



Digital elevation model of project area. Black arrow indicates the ditch location.

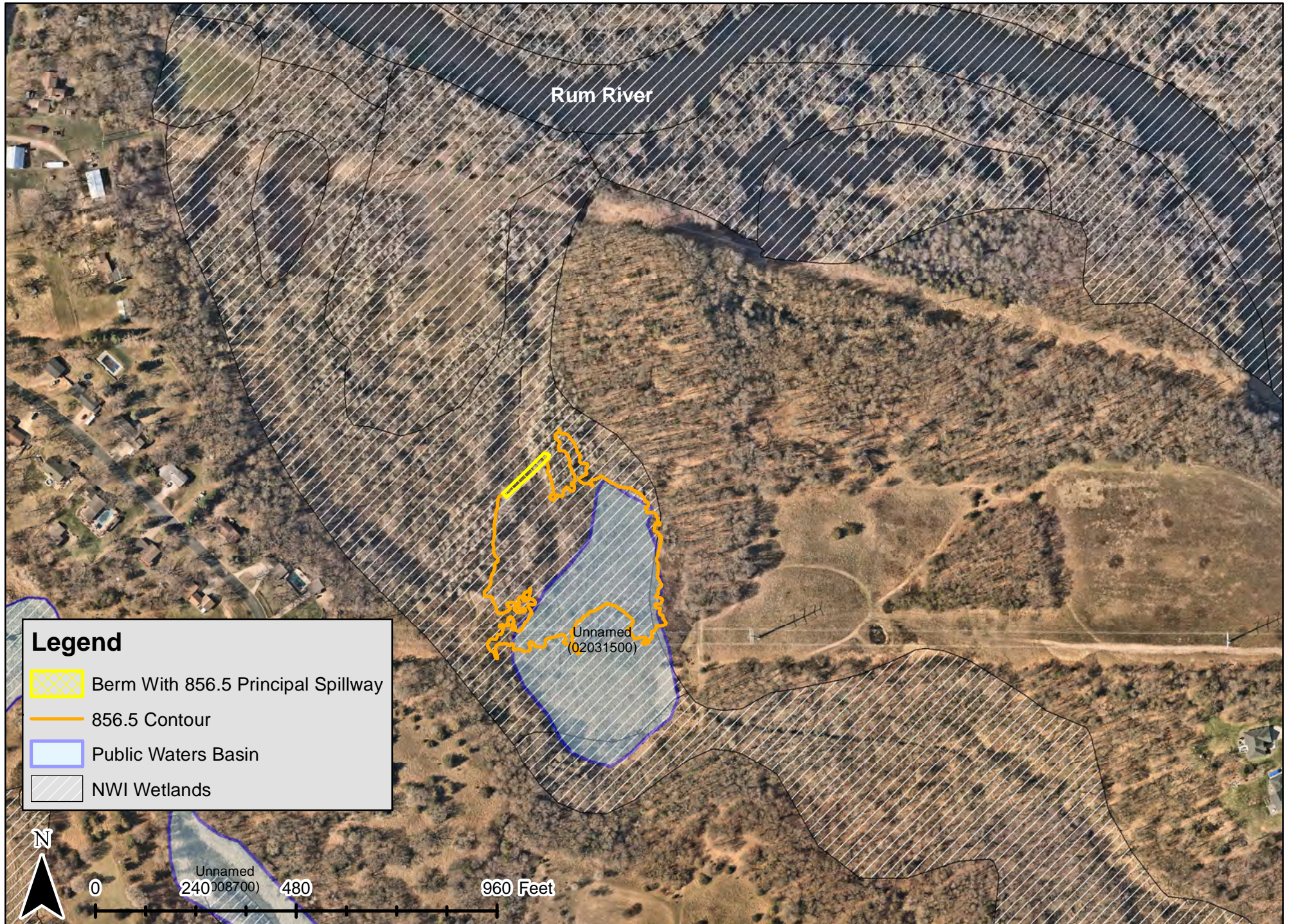


# Martin's Meadows Conceptual Wetland Enhancement Overview





# Martins Meadows Wetlands Extent





## GRADING, STORMWATER MANAGEMENT AND EROSION/ SEDIMENT CONTROL PERMIT APPLICATION

A \$150.00 application fee and additional \$700.00 escrow deposit must accompany this permit application.

Permits are to be processed at the same time as the site plan, preliminary plat or other city land use or building application submitted to the city in which the work or project is located.

The permit application and supporting documentation must be submitted to the LRRWMO by the THIRD THURSDAY OF THE MONTH TO BE ON THE FOLLOWING REGULARLY SCHEDULED MONTHLY LRRWMO MEETING AGENDA. A PERMIT NUMBER WILL NOT BE ASSIGNED UNTIL CITY AUTHORIZATION IS RECEIVED.

**Project Name:** Mississippi River Trail Reconstruction

**Address/Location:** Miss West Regional Park

**Project Description/Purpose:** reconstruct existing 8 foot wide bituminous trail to 10 ft wide trail

Anoka County Parks Department  
**Name of Applicant (Site Owner or Property Owner)**  
Karen Blaska  
**Address**  
550 Bunker Lake Blvd NW  
**City, State, Zip**  
Andover MN 55304  
**Phone Fax**  
763-324-3412 karen.blaska@anokacountymn.gov  
**Email**

<b>Applicant's Contact</b>	<b>Organization Name</b>
<u>Paul Cherne</u>	<u>Pioneer Engineering</u>
<b>Address</b>	
<u>2422 Enterprise Drive</u>	
<b>City, State, Zip</b>	
<u>Mendota Heights MN 55120</u>	
<b>Phone Fax</b>	
<u>651-251-0630 pcherne@pioneereng.com</u>	
<b>Email</b>	

### Submittal Requirements

Completed Grading, Stormwater Management and Erosion/ Sediment Control permit applications are to be submitted as per LRRWMO attachments G1 (Permit Requirements) and G2 (Office Procedure) included with this application. Note that projects involving potential wetland impacts and/or involving a Wetland Replacement Plan require a separate permit application and are subject to additional requirements.

### PROJECT SUBMITTALS (check all that apply):

<input type="checkbox"/>	<b>GRADING PLAN:</b> Including existing and proposed contours and boundaries of all wetlands and surface waters.
<input type="checkbox"/>	<b>STORM SEWER/ DRAINAGE PLAN:</b> Including all permanent drainage features and all permanent water quality features.
<input type="checkbox"/>	<b>STORM DRAINAGE CALCULATIONS:</b> Design computations as required by the LRRWMO.
<input checked="" type="checkbox"/>	<b>EROSION CONTROL PLAN:</b> Including all temporary and permanent measures proposed to retain all sediment on site.
<input checked="" type="checkbox"/>	<b>OTHER</b>



START OF  
PROJECT: Spring 2025

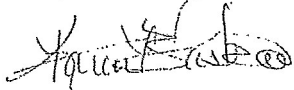
EST. COMPLETION  
DATE: Summer 2025

APPROVAL  
DATE: \_\_\_\_\_

**By signing this Permit Application, the undersigned consents and agrees on behalf of the Applicant that:**

1. The permit application fee is non-refundable. Escrow deposits will be held by the LRRWMO until the project has been completed and all conditions of issuance of the permit are satisfied. The Applicant is responsible for all expenses incurred by the LRRWMO in the processing, administration and enforcement of the permit application and permit. The escrow deposit will be used to reimburse the LRRWMO for all expenses incurred by the LRRWMO in processing, administering and enforcing the permit application and permit, including engineering, legal and other consultant costs. If such expenses exceed the escrow deposit, the LRRWMO will bill the Applicant or Permittee for such excess amount and payment will be due within twenty (20) days of mailing the invoice. Timely payment of such invoices is a condition of all permits and work may be stopped on the project for failure to make payments when due.
2. The undersigned, its agents, principal, assigns and/or representatives (hereinafter "Permittee") shall abide by all the standard conditions and special terms and conditions of the LRRWMO.
3. Any work that violates the terms of the permit may result in the LRRWMO or the City in which the work is being done immediately causing the work on the project relating to the permit to cease and desist. All work on the project shall cease until the permit conditions are met and approved by the LRRWMO and/or the City in which the work is being done.
4. The Permittee agrees to be bound by the terms of the LRRWMO permit requirements, final permit, standard conditions, and special conditions required by the LRRWMO for approval of the permit. The undersigned has the authority to bind the permit holder, the owner of the property and/or any entity performing work on the property pursuant to the terms of LRRWMO permit, and shall be responsible for complying with terms of the LRRWMO permit.

"I certify that I have thoroughly read and understand the above information."

	<u>10/09/24</u>		
Signature of property owner or designated Agent (no agent without a letter of authority)	Date	Signature of applicant if different from property owner	Date

<u>Karen Blaska, Park Planner</u>	
Print Signer's name	Print Signer's name

<b>Application Acknowledged by City:</b>			<u>10/10/24</u>
	Name of City Official	City	Date

SIGNATURE OF LRRWMO CHAIRMAN: \*\* \_\_\_\_\_

**\*\*NOTE: Subject to conditions recommended by Barr Engineering (see attached)**

PERMIT IS NOT VALID IF PROJECT HAS NOT STARTED WITHIN ONE YEAR FROM DATE OF APPROVAL

## Memorandum

**To:** Lower Rum River Watershed Management Organization  
**From:** Heather Lau, Barr Engineering Co.  
**Date:** November 15, 2024  
**Subject:** Permit #2024-36: Mississippi River Trail Reconstruction: Ramsey



We have received plans and a LRRWMO permit application for the Rivenwick Trail Reconstruction project located south of 137<sup>th</sup> Avenue Northwest and along the Mississippi River. The work will involve the reconstruction of approximately 3,000 linear feet of a 10-foot-wide bituminous trail. Stormwater runoff from the reconstructed trail will be directed to pervious areas on both sides of the trail. The pervious surfaces adjacent to the trail range from over 25 to several hundred feet in width. The project will increase the total impervious area 0.06 acres within the 1.38-acre project corridor.

A rule of thumb for compliance with the LRRWMO stormwater requirements along a linear system (trails, sidewalks, retaining walls) that do not exceed 10-feet in width is to provide a pervious area down gradient of the linear system that extends a minimum of half the width, in this case 5-feet of the trail. The pervious area buffers along both sides of the trail results in compliance with the LRRWMO stormwater criteria.

Silt fence is proposed along the entire perimeter of the trail construction area. Inlet protection is proposed at inlets along 137<sup>th</sup> Avenue Northwest adjacent to the project. Disturbed areas are to be restored with erosion control blanket and seeding in accordance with MNDOT 2575 and 3876. A combination of turf grass (in park areas) and native seeding (all other disturbed areas) will be used to restore disturbed areas.

Rock construction entrances are proposed at the two entrances to the site from 137<sup>th</sup> Avenue Northwest.

It is our recommendation that the LRRWMO approve the erosion control permit for this project subject to the following conditions:

1. Erosion control measures must be installed prior to the commencement of construction.
2. Upon completion of construction and restoration of disturbed areas, the permit applicant is responsible for the removal of all erosion control measures installed throughout the construction site.
3. To minimize the potential of material from leaving the site and being tracked onto the roadway, the rock filter construction entrance being a minimum of two feet in height and having side

**To:** Lower Rum River Watershed Management Organization  
**From:** Heather Lau, Barr Engineering Co.  
**Subject:** Permit #2024-36: Mississippi River Trail Reconstruction: Ramsey  
**Date:** November 15, 2024  
**Page:** 2

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slopes of 4:1 must be constructed at the entryway onto the site. The rock construction entrances will provide an erosion control facility and enable construction traffic to enter the site.

4. Street sweeping must be undertaken and completed on an as needed basis.
5. The project plan for the roadway reconstruction shows a 0.06-acre increase in the project impervious area. Should plans change, and improvements result in an increase in impervious area greater than 1.0 acres, a storm water management plan must be provided showing the LRRWMO storm water criteria are met.
6. In all cases where the doing by the permittee of anything authorized by this permit shall involve the taking, using, or damaging of any property, rights or interests of any other person or persons, or of any publicly owned lands or improvements or interests, the permittee shall obtain the written consent of all persons, agencies, or authorities concerned and shall acquire all necessary property rights and interest before proceeding.



Lower  
Rum River  
WMO

**To: LRRWMO Board**  
**From: Becky Wozney, Anoka Conservation District**  
**Date: 11/15/2024**  
**Re: JPA update**

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I forwarded these comments to city staff on 11/7/2024 the same day I received them from Troy Gilchrist, the WMO's attorney along with a sample resolution. I have attached the comments.

It is hopeful that most of the city councils and staff will still have a chance to review these comments before our November meeting. Based on his comments; it appears that he has been able to integrate most of the comments and additions or address concerns.

Today's meeting will be to address any lingering comments from the city and/or the WMO board.

The following are replies to some of the comments I reviewed. If I did not insert a reply that just means I made the indicated change, but some of these I thought it was best to offer some reply comments to better explain the language.

#### Staff Comments

- General note - Any State Statutes referenced in the JPA must apply to WMO's. No Watershed District specific statutes should be referenced.

***The reference to 103D came directly from the referenced WMO statute, but I revised the section to remove the reference.***

- Page 2, Recitals, Section D – Revise 1985 to 1995.
- Page 12, Sections 4.1(a)(8) and 4.1(a)(9) – Pluralize “Member” in second sentences (The Members further understand...)
- Page 12, Section 4.1(a)(13) – Do not abbreviate “Minn. Stat., chap.”.

***All statutory references in the document are abbreviated and this is how you abbreviate the reference to a chapter.***

- Page 25, Section 5.7(c)(3) – Replace “two-thirds” with ‘majority’ (in the same spirit as City Council comment for Page 30 below).

#### City Council Comments

- Page 7, Section 3.2(a) –
  - This section states Commissioners must be present to vote. Voting should be allowed via remote attendance. Add verbiage addressing this.
  - This section states a Commissioner's right to vote shall be suspended if the appointed Member is delinquent in making any payment due to the Commission. Amend verbiage clarifying which payments this refers to; annual assessments, permit fees for City projects, etc.

***The statute on remote participation treats as present any member participating by electronic means. However, I added language to spell that out. I also tried to make it clear the vote suspension only applies if a member fails to pay the annual assessment or any supplemental assessment.***

- Page 9, Section 3.5 – Delete “sign checks” from Board Officers duties. Board Officers do not have the authority to sign checks.

***I made this deletion, but the board has authority to sign checks. It is just that apparently it has delegated that authority to a fiscal agent.***

- Page 10, Section 3.7(b) – Add verbiage stating Permittees shall pay all costs associated with special meetings.
- Page 13, Section 4.1(a)(20) – The City of Ramsey has never received an annual audit report. If these reports are submitted they would best be directed to the Finance Director, but City Clerk is acceptable.
- Page 16, Section 4.3(b) – Prefer language that is less specific, such as “Each Member shall submit its proposed Local Water Plans as required by State Statutes.”



***I left the reference to the statute in to help those who are reading it know where to look for the requirement rather than just a general reference to as required by law.***

- Page 23, Section 5.6(d) – WMO’s do not have taxing authority. Delete or revise this section accordingly.

***This language is directly from the statute, but I revised it to focus on the county as the levying authority.***

- Page 27, Section 6.3(c)(1) – Language is generally acceptable, but questioned the difference between “proposed” budget in this section and “operating” budget in section 6.3(c)(2).
- Page 27, Section 6.3(c)(2) –
  - As noted above, what is the difference between “proposed” budget in section 6.3(c)(1) and “operating” budget in section 6.3(c)(2).

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The following is a summary of the comments the City of Anoka mentioned at the October WMO Board meeting pertaining to the WMO JPA update. Some of these comments were mentioned by Dave this morning at the meeting.

- General note – Include Andover/Anoka City Attorney draft appeal language provision in JPA. See attached word document shared at the board meeting.

***The appeal language was already in the JPA, but was limited to challenging CIP funding. I added the general appeal provision and have both types of appeals handled by an arbitration board. I was hesitant to add a general appeal provision like this because it potentially undermines the commission’s authority and is arguably an unlawful redelegation of authority (an appeal means the final decision on the matter is made by this appeals board instead of the JPA’s board). While governmental decisions can be appealed to district court as a matter of law and due process, creating a separate process that potentially overrides the board’s decision outside a statutory or court process raises some issues. That said, I put the language in.***

- Page 7, Section III, Subsection 3.2 (a) – confusing, is this for member fees to the WMO and/or fee’s associated with permits the member has? Some times with invoicing for a member has a negative balance reflected monthly treasurer’s report so then the commissioner cannot vote at the month WMO meeting?
- Page 12, Section IV, Subsection 4.1 (a) (9) – remove the word “dam” or exclude the “Anoka Dam” from this subdivision since the Anoka Rum River Dam pursuant to WMO Resolution 2016-03 states “As sole owner (City of Anoka) of the Dam, the city is responsible for the ongoing operations, maintenance, and replacement of the Dam as may be needed.” See attached pdf document for the adopted WMO Resolution.
- Page 20, Section V, Subsection 5.5 (b) – is this allowed for member cities to really acquire land in another member city?

***A city’s condemnation authority is not limited to its jurisdictional boundaries, though it would need to be a pretty extraordinary situation for a city to exercise its power of eminent domain in this way.***

- Page 21, Section V, Subsection 5.6 (b) (i) – the board is allowed to determine what member city’s cost are, not the city council of the member city determines this?

***I am sure this has been a cooperative process, but ultimately the board decides how much it will contribute to a project, which means that by default the amount the city will need to pay for the project is being set.***

- Page 21, Section V, Subsection 5.6 (b) (ii) – in the sentence “Member contributions toward a CIP project may appeal the Board’s determination by filling a written appeal to the Board within 30 days of the date of the resolution Board’s resolution.” Should the work “resolution” in red text be removed?
- Page 25, Section V, subsection 5.7 (c) (4) – in the sentence “to due” should be “due to”.
- Page 28, Section VI, 6.3 (c) (2) – should this be in the JPA since the WMO does not have the authority to tax?

***Paragraph (c) is about determining caps on a city’s contribution, it does not involve the commission levying anything. This is not required to be in the JPA, it has just been used in some WMOs to give the cities some comfort by limiting the amount of increase in the required contribution and placing a cap on the total amount a city may be required to contribute.***

- Page 31, Section VIII, 8.4 – for sentence “Amendments shall be adopted by all governing bodies of the Members.” This language seems to imply that governing bodies of Members "must" adopt amendments. However, staff believe the intent was that amendments must be adopted by governing bodies before changes and amendments to the Agreement may become effective. Which would seem to make more sense.
- Page 32, Section VIII, 8.12 – the word “extend” staff believes this word shall be “extent” not “extend”.

CITY OF \_\_\_\_\_  
Resolution No. \_\_\_\_\_

**RESOLUTION APPROVING A JOINT POWERS AGREEMENT  
FOR THE CONTINUED OPERATION OF THE LOWER RUM  
RIVER WATERSHED MANAGEMENT ORGANIZATION**

WHEREAS, the City has been a member of the Lower Rum River Watershed Management Organization (“Watershed Management Organization”) since it was originally establishment in 1995; and

WHEREAS, the City is a member of the Watershed Management Organization to address its obligation under Minnesota Statutes, sections 103B.201 through 103B.253 to manage surface water within the watershed; and

WHEREAS, the current joint powers agreement, which is a cooperative effort of all three cities with land in the watershed, expires on January 1, 2025; and

WHEREAS, the attached joint powers agreement, which is incorporated herein by reference, updates the language in the agreement to remove historic language that is no longer needed, more accurately reflect how the Watershed Management Organization actually operates, and provide for its continued operation through January 1, 2035; and

WHEREAS, the Watershed Management Organization has helped to fund various projects throughout the watershed, which has contributed to improved surface water quality and ecological integrity within the watershed; and

WHEREAS, the City Council determines it is in the best interests of the City to continue its participation in the Watershed Management Organization to further its goals of improving water quality and in furtherance of satisfying its obligations to properly manage surface water in accordance with the Metropolitan Surface Water Management Program.

NOW, THEREFORE, BE IT RESOLVED, by the City Council as follows:

1. The attached Lower Rum River Watershed Management Organization Joint Powers Agreement is hereby approved and entered into by the City.
2. The Mayor and Clerk are hereby authorized and directed to execute the attached joint powers agreement on behalf of the City.

Adopted this \_\_\_\_ day of \_\_\_\_\_ 2024.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_  
Clerk

## LOWER RUM RIVER WATERSHED MANAGEMENT ORGANIZATION JOINT POWERS AGREEMENT

THIS JOINT POWERS AGREEMENT (“**Agreement**”) is made and entered into by and among the cities of Andover, Anoka, and Ramsey. The cities that are parties to this Agreement may hereafter be referred to individually as a “Member” or collectively as the “Members.”

### RECITALS

- A. The Lower Rum River Watershed is located East of the Mississippi River and is essentially a direct tributary to the Mississippi River. The watershed encompasses all or parts of the cities of Andover, Anoka, and Ramsey.
- B. Local government units in the metropolitan area are required by the Metropolitan Water Management Program (Minn. Stat. § 103B.201 to 103B.255) to plan for and manage surface water.
- C. Under the Act, one of the options available to local government units to satisfy its requirements is to adopt a joint powers agreement pursuant to Minn. Stat. § 471.59 to establish a watershed management organization to jointly plan for and manage surface water within a watershed.
- D. The Members elected to exercise their authority under the Act to adopt a joint powers agreement in 1995 establishing the Lower Rum River Watershed Management Commission (“**Commission**”) to cooperatively manage and plan for the management of surface water within the watershed.
- E. The original joint powers agreement has been updated over time and the term of the current joint powers agreement expires at the end of 2024.
- F. The Members previously acted pursuant to their authority to establish the “Lower Rum River Watershed Board of Commissioners” (“**Board**”) and said Board is hereby reaffirmed as the entity charged with the authority and responsibility to manage the Commission.
- G. The Board has previously acted to adopt a Watershed Management Plan for the watershed and has regularly updated the Watershed Management Plan in accordance with law.
- H. The parties desire to enter into this Agreement to reaffirm the Commission and the Board in furtherance of its efforts to continue working cooperatively to prepare and administer a surface water management plan to manage surface water within the watershed in accordance with the Act and Minn. R., chap. 8410.

## AGREEMENT

In consideration of the mutual promises and agreements contained herein, the parties mutually agree as follows:

### SECTION I ESTABLISHMENT, GENERAL PURPOSE, AND DEFINITIONS

- 1.1 Reaffirming the Establishment. The Members hereby reaffirm and ratify the establishment and continued operation of the “Lower Rum River Watershed Management Organization” pursuant to the Act and such other laws and rules as may apply.
- 1.2 General Purpose. The general purpose of this Agreement is to continue the Commission and its work on behalf of the Members to cooperatively adopt, administer, and update as needed the Watershed Management Plan, and to carry out the purposes identified in Minn. Stat. § 103B.201. The plan and programs shall operate within the boundaries of the Lower Rum River Watershed (“**Watershed**”) as identified in the official map filed with the Minnesota Board of Soil and Water Resources. The most current version of the official map defining the boundaries of the Watershed is incorporated herein by reference. The boundaries of the Watershed are subject to change utilizing the procedure set out in Minn. Stat. § 103B.225 as may be needed to better reflect the hydrological boundaries of the Area.
- 1.3 Projects; Generally. Waters from the Watershed flow through many sub-watersheds directly to the Rum River and the Mississippi River. The Commission does not have many CIP Projects and, to the extent it does have a project, it is the intent of this Agreement to encourage that the solutions should be handled by agreements between the Members.
- 1.4 Definitions. The definitions contained in Minn. Stat. § 103B.205 and Minn. R., part 8410.0020 are hereby adopted by reference, except that the following terms shall have the meanings given them in this section.
  - (a) Act. “Act” means the Metropolitan Surface Water Management Program set out in Minn. Stat. §§ 103B.201 to 103B.255.
  - (b) Alternate Commissioner. “Alternate Commissioner” means the person appointed by a Member to serve as its alternate to represent the Member on the Board in the absence or disability of its appointed Commissioner.
  - (c) Board. “Board” means the board of commissioners established by this Agreement to manage and make decisions on behalf of the Lower Rum River Watershed Management Commission.

- (d) Capital Improvement. “Capital Improvement” has the meaning given it in Minn. R., part 8410.0020, subp. 3 and includes the purchase of capital equipment that satisfies the eligibility criteria established by the Board for funding as a CIP Project.
- (e) Capital Improvement Program. “Capital Improvement Program” has the meaning given the term in Minn. Stat. § 103B.205, subd. 3.
- (f) CIP Project. “CIP Project” means a planned Capital Improvement that is part of the Commission’s Capital Improvement Program, is set out in its Water Management Plan, and is eligible for funding by the Commission.
- (g) City Council. “City Council” means the city council of a Member to this Agreement.
- (h) Commission. “Commission” means the watershed management organization established by this Agreement in accordance with the Act, the full name of which is the “Lower Rum River Watershed Management Commission.”
- (i) Commissioner. “Commissioner” means the person appointed by a Member as its primary representative on the Board.
- (j) County. “County” means Anoka County, Minnesota.
- (k) Local Water Plan. “Local Water Plan” means the local water management plan each Member is required to develop and have reviewed as provided in Minn. Stat. § 103B.235 and Minn. R., part 8410.0160.
- (l) Member. “Member” means a city that is a signatory to this Agreement and is identified in section 2.1 of this Agreement.
- (m) Non-CIP Project. “Non-CIP Project” means a project undertaken by a Member or the Commission pursuant to this Agreement that does not qualify as a CIP Project and is not part of the projects included in the amount certified to the County to be included in the County’s levy. Examples of Non-CIP Projects include, but are not limited to, research projects, feasibility studies, water quality projects, maintenance projects, and projects funded through the closed project account.
- (n) Watershed. “Watershed” means the Lower Rum River Watershed, which includes the area contained within a line drawn around the extremities of all terrain whose surface drainage is tributary to Lower Rum River and within the mapped areas delineated on the map filed with the Minnesota Board of Water and Soil Resources pursuant to the Act.
- (o) Watershed Management Plan. “Watershed Management Plan” means the plan developed and adopted in accordance with the Act, including all amendments and updates.

## SECTION II MEMBERSHIP

- 2.1 Members. The following local government units are Members of the Commission: City of Andover, City of Anoka, and City of Ramsey.
- 2.2 Additional Units of Government. The Board may, with the ratification of the councils of all Members, invite other units of government within the Rum River Watershed to become parties to this Agreement and in all respects enjoy the full rights, duties, and obligations of this Agreement.
- 2.3 Effect of Changes. No change in governmental boundaries, structure, or organizational status shall affect the eligibility of any local government unit listed above to be represented on the Commission, so long as such local government unit continues to exist as a separate political subdivision.

## SECTION III BOARD OF COMMISSIONERS

- 3.1 Establishment. The parties hereby reaffirm the establishment and continued operation of the “Lower Rum River Watershed Board of Commissioners” in accordance with the Act. The Board shall serve as the governing body of the Commission and shall carry out the purposes and have the powers as provided herein.
- 3.2 Board Appointments. The Commission is governed by the Board, which is comprised of a total of three Commissioners, one of which is appointed by each Members. Each party to this Agreement is a Member of the Board and shall determine the eligibility and qualifications of its representative on the Board.
- (a) Commissioner. Each Member is responsible for appointing one person to serve as its representative (“**Commissioner**”) on the Board. Each Member is responsible for publishing a notice of a vacancy, whether resulting from expiration of its Commissioner position or otherwise, as required in Minn. Stat. § 103B.227, subd. 2. Each Commissioner shall have one vote on the Board and must be present to vote. A Commissioner may be considered present to vote if the person participates in the meeting remotely in accordance with the requirements of Minn. Stat. § 13D.02. The authority of a Commissioner to vote shall be suspended if the appointing Member is delinquent by more than 30 days in paying its annual assessment or any supplemental assessment. The voting authority of the Commissioner shall be restored once the Member pays all past due assessments.
- (b) Alternate Commissioner. Each Member may also appoint one Alternate Commissioner (“**Alternate Commissioner**”) to the Board in the same manner required to appoint a Commissioner. The Alternate Commissioner may attend all meetings and speak during the public input portion of the meeting, but is only

authorized to actively participate in and vote at a Board meeting in the absence or disability of the appointing Member's Commissioner. If the absent Commissioner is also an officer of the Board, the Alternate Commissioner shall not be entitled to serve as such officer. If necessary, the Board may select a current Commissioner to temporarily undertake the duties of the absent officer.

- (c) Term. The term of each Commissioner and Alternate Commissioner shall be established by each Member. A Commissioner and an Alternate Commissioner shall serve until their successors are selected and qualify, unless they resign or are removed earlier as provided herein.
- (d) Notices. A Member shall provide the Commission written notice of its appointments, including the resolution making the appointments or a copy of the minutes of the meeting at which the appointments were made. The Commission shall notify BWSR of appointments and vacancies within 30 days after receiving notice from the Member. Members shall fill all vacancies within 90 days after the vacancy occurs.
- (e) Vacancy. A Member shall notify the Commission in writing within 10 days of the occurrence of a vacancy in its Commissioner or Alternate Commissioner positions. The Commission will notify BWSR of the vacancy within 30 days of receiving the notice of a vacancy as required by Minn. Stat. § 103B.227, subd. 1. The Member shall publish notice of the vacancy at least once in its official newspaper as required by Minn. Stat. § 103B.227, subd. 2. The notices must state that those interested in being appointed to serve on the Commission may submit their names to the Member for consideration. The notice must be published at least 15 days before the Member's City Council acts to fill the vacancy. The City Council must make the appointment within 90 days from the occurrence of the vacancy. The Member shall promptly notify the Commission of the appointment in writing. The appointed person shall serve the unexpired term of the position.
- (f) Removal. The City Council of a Member may remove its Commissioner for just cause as provided in Minn. Stat. § 103B.227, subd. 3 and in accordance with Minn. R., part 84100.0040. If a Commissioner is an elected official, or is an appointed official serving an indefinite term at the pleasure of the City Council, the City Council may remove the person at will, including if the person is not reelected. A Member may remove its Alternate Commissioner without cause. The Member shall notify the Board of the removal in writing within 10 days of acting to remove the Commissioner. The Commission shall notify BWSR of the vacancy within 30 days of receiving notice of the removal. The City Council shall act to fill the vacancy created by the removal within 90 days as provided in this Agreement.

3.3 Compensation and Expenses. Commissioners and Alternate Commissioners shall serve without compensation from the Commission. Commission funds may, but are not required to, be used to reimburse Commissioners and Alternate Commissioners for



expenses incurred in performing Commission business if authorized by the Board. Nothing herein prohibits a Member from choosing, in its sole discretion and cost, to compensate or reimburse the expenses of its Commissioner or Alternate Commissioner.

- 3.4 Board Officers. Each year at its February meeting the Board shall elect from among its Commissioners a Chair, Vice Chair, Secretary, and Treasurer. All such officers shall hold office for a term of one year until their successors have been duly elected by the Board. An officer may serve only while they remain a Member of the Board. A vacancy in an officer position shall be filled by Board election for the remainder of the unexpired term of such office.
- 3.5 Duties of Board Officers. The Chair shall serve as the presiding officer at Board meetings, execute documents on behalf of the Board, and perform other duties and functions as may be determined by the Board. The Vice-Chair shall undertake the duties of the Chair in the absence or disability of the Chair. The Secretary shall maintain the records of the Commission, Board meeting minutes, ensure meetings are properly noticed, countersign documents with the Chair, and perform such other duties as assigned by the Board. The Secretary may delegate one or more specific duties of the position. The Treasurer shall oversee the Commission's budget and finances, sign checks, and perform such other duties as assigned by the Board.
- 3.6 Quorum. A majority of the Commissioners shall constitute a quorum. Less than a quorum may adjourn a scheduled meeting. A simple majority of a quorum is required for the Board to act unless a higher number of votes is required by law or this Agreement. A Board vacancy or the suspension of voting rights as provided herein shall temporarily reduce the number of Commissioners required for a quorum.
- 3.7 Meetings. The Board shall conduct meetings in accordance with the Minnesota Open Meeting Law (Minn. Stat., chap. 13D) and this section.
- (a) Regular Meetings. The Board shall develop a schedule of its regular meetings. The Board shall post the schedule on the Commission's website and provide a copy to each Member. The Secretary shall maintain a copy of the schedule of regular meetings. The Chair and Vice-Chair may cancel a meeting due to a lack of business items. The Secretary shall make a good faith effort to notify Commissioners of a meeting cancellation.
- (b) Special Meetings. The Board may hold such special meetings as it may determine are needed to conduct the business of the Commission. A special meeting may be called by the Chair or by any two Commissioners. The Secretary shall post and provide notice of special meetings to the Commissioners. Emailing notices to Commissioners shall constitute sufficient notice under this Agreement. If the Board agrees to hold a special meeting at the request of an applicant or permittee, that person shall be responsible for reimbursing the Commission for the costs of such meeting.

- (c) Annual Meeting. The February Board meeting shall constitute the annual meeting of the Commission.
- (d) Rules of Procedure. The Board shall conduct its meetings generally in accordance with the procedures set out in the most current version of Robert's Rules of Procedure, or such other parliamentary rules as identified by the Board, without requiring strict conformance to its requirements. The Board may modify such rules as it determines is appropriate to facilitate the conducting of its business or adopt a different set of rules for its meetings. The Board may amend its rules from time to time as it determines is appropriate upon a majority vote of all Commissioners. The Board may also waive one or more specific rules as it determines are necessary to facilitate the conducting of its business. Voting and statutory requirements are not waivable.

#### **SECTION IV POWERS AND DUTIES OF THE BOARD**

- 4.1 Powers. The Board is authorized to exercise the powers in this section to carry out the purposes of the Commission.
  - (a) Powers Granted. The Board shall have the following powers.
    - (1) It may contract with or employ such persons or entities as it deems necessary to accomplish its duties and powers. Any employee may be on a full-time or part-time basis as the Board determines. Such employees and contracted consultants shall be considered Commission staff.
    - (2) It may contract for space, materials, supplies, and services to carry on its activities.
    - (3) It may acquire necessary personal property to carry out its powers and its duties.
    - (4) It shall prepare, adopt, implement, and update a Watershed Management Plan that satisfies the requirements of Minn. Stat. § 103B.231. The Watershed Management Plan shall address all items required by applicable laws and rules. The Watershed Management Plan shall establish a comprehensive goal for the development of the Watershed and shall establish a recommended procedure for accomplishing the purposes of the Commission.
    - (5) It shall develop and adopt a capital improvement program as part of the Watershed Management Plan. The Board shall determine which projects to include in the capital improvement program.

- (6) It shall make necessary surveys or utilize other reliable surveys and data and develop projects to accomplish the purposes for which the Commission is organized.
- (7) It may cooperate or contract with the State of Minnesota, any political subdivision thereof, federal agency, or private or public organization to accomplish the purposes for which it is organized.
- (8) It may, if necessary to implement the plan, order a Member or Members to construct, clean, repair, alter, abandon, consolidate, reclaim or change the course or terminus of any ditch, drain, storm sewer, or water course, natural or artificial, within the Watershed. The Members further understand and agree that the Board in reviewing, ordering, or authorizing these projects will use the best management practices required to meet state and federal statutes and regulations. The Board will also consider the ability of the Members to fund the enforcement of local controls and any ordered capital improvements. The Board shall incorporate financial review and anticipated sources of revenue as a part of the overall management plan and as a part of local water management plans.
- (9) It may order any Member or Members to acquire, operate, construct, or maintain dams, dikes, reservoirs, and appurtenant works or other improvements necessary to implement the overall plan. The Members further understand and agree that the Board in reviewing, ordering, or authorizing these projects will use the best management practices required to meet state and federal statutes and regulations. The Board will also consider the ability of the Members to fund the enforcement of local controls and any ordered capital improvements. The Board shall incorporate financial review and anticipated sources of revenue as a part of the overall management plan and as a part of local water management plans. This section shall not apply to the Anoka Dam as the City of Anoka is solely responsible for the ongoing operations, maintenance, and replacement of the Dam as may be needed
- (10) It shall regulate, conserve, and control the use of storm and surface water and groundwater within the Watershed necessary to implement the Watershed Management Plan.
- (11) It may contract for or purchase such insurance as the Board deems necessary for the protection of the Commission.
- (12) It may establish and maintain devices acquiring and recording hydrological and water quality data within the Watershed.
- (13) It may enter upon lands within or without the watershed to make surveys and investigations to accomplish the purposes of the Commission. The

Commission shall be liable for actual damages resulting therefrom but every person who claims damages shall serve the Chair or Secretary of the Board with a Notice of Claim as required by Minn. Stat., chap. 466.05.

- (14) It shall provide any Member with technical data or any other information of which the Commission has knowledge which will assist the Member in preparing land use classifications or local water management plans within the Watershed.
- (15) It may provide legal and technical assistance in connection with litigation or other proceedings between one or more of its Members and any other political subdivision, commission, board, or agency relating to the planning or construction of facilities to drain or pond storm waters or relating to water quality within the Watershed. The use of Commission funds for litigation shall be only upon a favorable vote of a majority of the eligible votes of the then existing Members of the Commission. Such a vote is not required for the Board to expend Commission funds in the defense of a suit brought against the Commission or its Commissioners, in accordance with applicable laws, to the extent such costs are not paid by the Commission's insurer.
- (16) It may accumulate reserve funds for the purposes herein mentioned and may invest funds of the Commission not currently needed for its operations, in the manner and subject to the laws of Minnesota applicable to statutory cities.
- (17) It may collect monies, subject to the provisions of this Agreement, from its Members, the County, and from any other source approved by a majority of its Board.
- (18) It may accept gifts, apply for and use grants or loans of money or other property from the United States, the State of Minnesota, a unit of government or other governmental unit or organization, or any person or entity for the purposes described herein; may enter into any reasonable agreement required in connection therewith; may comply with any laws or regulations applicable thereto; and may hold, use, and dispose of such money or property in accordance with the terms of the gift, grant, loan or agreement relating thereto.
- (19) It may make contracts, incur expenses, and make expenditures necessary and incidental to the effectuation of these purposes and powers and may disburse therefor in the manner hereinafter provided.
- (20) It shall cause to be made an annual audit by a certified public accountant or the state auditor of the books and accounts of the Commission and shall

make and file a report to its Members at least once each year including the following information:

- (i) The approved budget;
- (ii) Reporting of revenues;
- (iii) Reporting of expenditures;
- (iv) Financial audit report or section that includes a balance sheet, a classification of revenues and expenditures, an analysis of changes in final balances, and any additional statements considered necessary for full financial disclosure; and
- (v) The status of all Commission projects and work within the Watershed.

Copies of said report shall be transmitted to the Clerk of each Member.

- (21) Its books, reports, and records shall be available for and open to inspection by the Members at all reasonable times.
- (22) It may recommend changes in this Agreement to the Members.
- (23) It may exercise all other powers necessary and incidental to the implementation of the purposes and powers set forth herein and as outlined and authorized by the Act.
- (24) It shall cooperate with the applicable state agencies in complying with the requirements of Minn. Stat., chap. 103G.
- (25) Each Member reserves the right to conduct separate or concurrent studies on any matter under study by the Commission.
- (26) It shall establish a procedure for establishing citizen or technical advisory committees and to provide other means for public participation.
- (27) Where the Board is authorized or requested to review and make recommendations on any matter, the Board shall act on such matter within 60 days of receipt of the matter referred. Failure of the Board to act within 60 days shall constitute approval of the matter referred, unless the Board requests and receives from the referring unit of government an extension of time to act on the matter referred. Where the Board makes recommendation of any matter to a Member, the Council of a Member not acting in accordance with such recommendation shall submit a written statement of its reasons for doing otherwise to the Board within 10 days of its decision to act contrary to the Board's recommendation. The Board shall review the written statement and if determined insufficient by the Board, request written clarification within an additional 10 days.

- (b) Powers Reserved. The Board shall not have any of the powers identified in this paragraph. Expressly identifying specific powers reserved to the Members is not intended to expand, by negative implication, the powers granted above to the Board.
  - (1) Eminent Domain. The Commission does not have the power of eminent domain. Any easements or other interests in land necessary to be acquired for an Improvement Project shall be acquired as provided below.
  - (2) Real Property. The Commission shall not own any interest in real property. All interests in lands shall be held in the name of the Member wherein said lands are located. This provision does not prohibit the Commission from acquiring a temporary interest in real estate as needed to conduct studies, undertake a project, or to otherwise carry out its duties.
  - (3) Bonding. The Commission does not have the power to issue certificates, warrants, or bonds.
  - (4) Special Assessments. The Commission shall not have the power to levy a special assessment upon any privately or publicly owned land. All such assessments shall be levied by the Member wherein said lands are located. It shall have the power to require any Member to contribute the costs allocated or assessed according to the other provisions of this Agreement.

4.2 Collection or Diversion of Waters. Each Member agrees that it will not directly or indirectly collect or divert any additional surface water to Lower Rum River, the Mississippi River, or their tributaries without a permit from the Board. Permits may be granted by the Board for a Member to proceed with the construction or reconstruction of improvements within the individual Members' boundaries and at its sole cost upon a finding:

- (a) That there is an adequate outlet;
- (b) The construction is in conformance with the overall plan; and
- (c) The construction will not adversely affect other Members of this Agreement.

4.3 Local Water Plans.

- (a) Development. Each Member agrees to develop and maintain a Local Water Plan, capital improvement program, and official controls as necessary to bring local water management into conformance with the Watershed Management Plan. The development and implementation of Local Water Plans shall conform with all requirements of the Act, including Minn. Stat. § 103B.235 and Minn. R., part 8410.0160. In accordance with the Act, the Board shall approve or disapprove each local plan or any parts of each plan.

- (b) Review. Each Member shall submit its proposed Local Water Plan to the Metropolitan Council and the Board for review as required by Minn. Stat. § 103B.235. The Board shall consider any comments on the Local Water Plan received from the Metropolitan Council and shall act on said plans in accordance with the Act.

- 4.4 Pollution Control and Water Quality. The Commission shall have the authority and responsibility to protect and improve water quality in the Watershed as this is one of the main purposes set forth in the Act. All Members agree that they will refuse to allow the drainage of sanitary sewage or industrial wastes onto any land or into any watercourse or storm sewer draining into the Watershed. The Board may investigate on its own initiative, or request a Member to investigate, a complaint relating to pollution of surface water or groundwater draining into or affecting the Watershed. If the Board determines the Watershed is being polluted by an identifiable source, the Board may order the Member to abate this nuisance and each Member agrees that it will take all reasonable action available to it under the law to alleviate the pollution and to assist in protecting and improving the water quality of surface water and groundwater in the Watershed.
- 4.5 Boundary Changes. Any changes to the boundaries of the watershed shall be undertaken in accordance with Minn. Stat. § 103B.215.

## **SECTION V PROJECTS**

- 5.1 CIP Projects and Limitations.
  - (a) Approval. The Board may approve and authorize the carrying out of CIP Projects to further the purposes of the Watershed Management Plan.
  - (b) Cross Boundaries. No project that will channel or divert additional waters to subdistrict and subtrunks that cross municipal boundaries shall be commenced by any Member prior to approval of the Board of the design of an adequate outlet or of adequate storage facilities.
- 5.2 Process for CIP Projects. The process for undertaking a CIP Project is as follows.
  - (a) Initiation. A CIP Project may be proposed by a Member or by the Board based on subwatershed assessments, lake/stream resource assessments, inspections, or a particular need or issue identified by a Member or the Board. The Board shall not order a CIP Project, and no engineer shall be authorized by the Board to prepare plans and specifications, before the Board has adopted a resolution ordering the CIP Project.
  - (b) Feasibility Study. If requested by the Board, the Commission Engineer shall study the feasibility of a proposed CIP Project and report its findings to the Board.

The report shall include an opinion of probable cost and how the project would be funded. The Board shall consider the feasibility study and decide whether to proceed with the proposed project.

- (c) Plan Amendments. Proposed CIP Projects are amended into and made part of the Watershed Management Plan. The process the Commission must undertake to amend a CIP Project into the Watershed Management Plan depends on whether it constitutes a minor plan amendment or a major plan amendment as described below.
- (1) Minor Plan Amendment. The addition of a proposed CIP Project to the Watershed Management Plan typically constitutes a minor plan amendment that can be accomplished following the process set out in the Watershed Management Plan and Minn. R., part 8410.0140, subpart 2. A public hearing is not required for a minor plan amendment.
- (2) Major Plan Amendment. If a proposed amendment does not qualify as a minor amendment, the Commission must undertake the major plan amendment process to add the CIP project to the Watershed Management Plan. The major plan amendment process is set out in the amendment section of the Watershed Management Plan, Minn. Stat. § 103B.231, subd. 11, and Minn. R., part 8410.0140. The public hearing required under Minn. Stat. § 103B.231, subds. 11 & 7(c) for a major plan amendment may be held in conjunction with the public hearing required to request the County to levy funds for the project under Minn. Stat. § 103B.251, subds. 3 & 4, provided the requirements of both procedures can be satisfied at the single hearing.
- (d) Public Hearing. If the Board proposes to pay any portion of a CIP Project with funds to be raised through a County levy under Minn. Stat. § 103B.251, the Board must call and conduct a public hearing as provided in the statute and this paragraph. A public hearing is not required if the CIP Project is funded entirely from funds on hand, grants, or a combination thereof, and does not require the Board to certify any project costs to the County to be levied under Minn. Stat. § 103B.251. When a public hearing is required, it shall be conducted in accordance with the following.
- (1) Calling. The Board must act by motion or resolution to call a public hearing on the proposed CIP Project. The Board shall set the date, time, and place for the public hearing.
- (2) Notice. The Board shall provide notice of the public hearing in accordance with Minn. Stat. § 103B.251, subd. 3.
- (3) Conducting. The Board shall conduct the public hearing at the scheduled date, time, and place to hear from the public and to consider the proposed CIP Project. Prior to taking public comment, the Commission Engineer



shall provide a brief overview of the proposed CIP Project, an estimate of project cost, and a description of how the project will be funded.

- (4) Board Decision. Once the public input portion of the public hearing is closed, the Board shall discuss and decide whether to approve the proposed CIP Project. The Board shall act by resolution to approve a CIP Project, which shall require a favorable vote by two-thirds of all eligible votes of the then existing Commissioners. The resolution shall, at minimum, order the project, identify the responsible engineer, identify the Member responsible for letting the contract and overseeing construction, set out the estimated cost and funding sources, authorize the Commission to enter into a cooperative agreement with the responsible Member, and certify a levy to the Anoka County Auditor for the amount to be levied by the County for the project.

5.3 Responsible Members. The Board shall work with one or more Members to facilitate the completion of specific CIP Projects within their jurisdictional boundaries in accordance with the Watershed Management Plan. For any project that will be constructed by one or more Members and reimbursed by the Commission, to the extent authorized by the Commission, the Member(s) responsible for implementing the project shall enter into a cooperative agreement with the Commission providing for all Commission-required terms and conditions related to the project and any such reimbursement. If any portion of the project is funded by a grant obtained by the Commission, the cooperative agreement shall include a subgrant agreement requiring the responsible Member to be responsible for complying with the applicable terms and conditions of the grant agreement. The terms of this paragraph shall also apply to any Commission project that may be constructed by any other entity, public or private, if construction by such entities is deemed appropriate by the Commission.

5.4 Contracts for Improvements.

- (a) Letting Contracts. All contracts for projects ordered by the Commission shall comply with the requirements of laws applicable to contracts let by the respective Member making such contract. The Commission shall not have the authority to contract in its own name for any work for which a special assessment will be levied against any private or public property under the provisions of Minn. Stat., chap. 429 or any city charter, and such contracts shall be awarded by action of the City Council of a Member and shall be in the name of said Member. This subsection shall not preclude the Commission from proceeding under Minn. Stat. § 103B.251 or from otherwise proceeding under this Agreement for projects that will not be specially assessed under Minn. Stat., chap. 429.
- (b) Contract Administration. All improvement contracts will be duly supervised by the Member awarding the contract, provided, however, that the Commission shall be authorized to observe and review the work in progress and the Members agree to cooperate with the Commission staff in accomplishing the purposes of this

Commission. Representatives of the Commission shall also have the right to enter upon the place or places where any improvement work is in progress for the purpose of making reasonable tests and inspections. Commission staff shall report, advise, and recommend to the Board on the progress of said work.

#### 5.5 Land Acquisition.

- (a) By Members. The Commission does not have the power to acquire real property, but shall have the authority to establish land acquisition policies as part of the Watershed Management Plan. The Members agree that any and all permanent easements or interests in land which are necessary for any project will be negotiated or condemned in accordance with all applicable laws by the Member wherein said lands are located, and each Member agrees to acquire the necessary easements or interests in such land upon order of the Commission to accomplish the purposes of this Agreement. All reasonable costs of said acquisition shall be considered as a cost of the respective improvement. If a Member determines it is in the best interests of that Member to acquire additional lands in conjunction with the taking of lands for the Commission-ordered improvement, or for some other purpose, the costs of said acquisition will not be included in the improvement costs of the ordered project. The Board in determining the allocation of the improvement costs may take into consideration the land use for which said additional lands are being acquired and may credit the acquiring Member for said land acquisition to the extent that it benefits the other Members of this Agreement. Any credits may be applied to the cost allocation of the improvement project under construction or the Board, if feasible and necessary, may defer said credits to a future project.
- (b) Alternative Acquisition. If any Member refuses to negotiate or condemn lands as ordered by the Board, any other Member may negotiate or condemn outside of its corporate limits in accordance with, and to the extent authorized by, applicable laws. All Members agree that they will not condemn or negotiate for land acquisition to pond or drain storm and surface waters within the corporate boundaries of another Member except upon order of the Board. The Commission shall have authority to establish land acquisition policies as a part of the overall Watershed Management Plan. The policies shall be designed to equalize costs of land throughout the Watershed.

#### 5.6 CIP Project Funding.

- (a) Improvement Fund. The Board may, but is not required to, create an improvement fund for each CIP Project. Funds for the particular project shall be placed in and expended from the improvement fund created for the project.
- (b) Member Contributions.

- (i) Amounts. The Member responsible for constructing a CIP Project, together with any other identified benefiting Members, shall contribute toward the project such amounts as identified in the Board's resolution ordering the project and in accordance with the terms of the cooperative agreement entered into for the project. The Board will consider the benefits of the improvements to one or more subwatersheds in determining which Members are benefited by the CIP Project.
  - (ii) Appeal. Any Member aggrieved by the determination of the allocation of Member contributions toward a CIP Project may appeal the Board's determination by filling a written appeal to the Board within 30 days of the date of the Board's resolution. The Board shall refer a timely appeal to a board of arbitration for a decision as provided herein. Failure of a Member to file an appeal within the 30-day appeal period shall be deemed to have consented to and agreed with the cost allocation as set out in the Board's resolution.
  - (c) Commission Contributions. The Commission shall contribute toward the project such amounts as identified in the Board's resolution ordering the project and in accordance with the terms of the cooperative agreement entered into for the project. The contribution from the Commission may include grant funds it has received for the project. In such cases, the Board and the responsible Members enter into a subgrant agreement, which may be part of the cooperative agreement, setting out the obligations of the Member to ensure compliance with the grant requirements. The Commission's contribution is in addition to any amounts contributed by Members or other private or public entities. If the Commission's contribution is dependent on an amount to be levied by the County, the contribution is contingent on the Commission receiving such amount from the County.
  - (d) Maintenance Fund. The Commission may establish a maintenance fund to be used for normal and routine maintenance of a work of improvement constructed in whole or part with money provided by Anoka County. As provided in Minn. Stat. § 103B.251, subd. 9, the Board may add, with the County's consent, to the amount it certifies to the County for collection on the taxes of all property located within the territory of the Watershed or a subwatershed unit an amount for a maintenance fund. The amount certified for the maintenance fund shall be distributed by the County to the Commission together with the other amounts levied for the Commission. Mailed notice of any hearing required by law related to the amount levied for the maintenance fund shall be sent to the clerk of each Member municipality at least 30 days prior to the hearing. The Commission shall deposit the proceeds of said maintenance levy in a separate maintenance and repair account to be used only for the purpose for which the levy was made.
- 5.7 Cost Allocation for CIP Projects. All capital costs incurred by the Commission shall be apportioned to the respective Members on any of the following bases.

- (a) County Levy. If the project is constructed and financed pursuant to Minn. Stat. § 103B.251, the Members understand and agree that said costs will be levied on all taxable property in the Watershed as set forth in said statute.
- (b) Negotiated Amount. A negotiated amount to be arrived at by the Members who have lands in the subdistrict responsible for the capital improvement.
- (c) Tax Capacity and/or Total Area.
  - (1) Fifty percent of all capital costs or the financing thereof shall be apportioned to each Member on the basis of the net tax capacity of each Member within the boundaries of the Watershed each year to the total net tax capacity in the Watershed.
  - (2) Fifty percent of all capital costs or the financing thereof shall be apportioned to each Member on the basis of the total area of each Member within the boundaries of the Watershed each year to the total area in the Watershed.
  - (3) Capital costs allocated under the 50% area/50% net tax capacity formula set forth above may be varied by a majority vote of the Commission if:
    - (i) any Member community receives a direct benefit from the capital improvement which benefit can be defined as a lateral as well as a trunk benefit, or
    - (ii) the capital improvement provides a direct benefit to one or more Members which benefit is so disproportionate as to require in a sense of fairness a modification in the 50/50 formula.
  - (4) Any credits due to a Member for lands acquired by said Member to pond or store storm and surface water as provided herein shall be allowed against costs due under this section.

5.8 Emergency Projects. The Commission may perform emergency projects in accordance with Minn. Stat. § 103B.252.

## SECTION VI FINANCES

6.1 Generally.

- (a) Authority. The Commission funds may be expended by the Board in accordance with this Agreement and in accordance with the procedures as established by law and in the manner as may be determined by the Board.

- (b) Funds. The Commission shall have a general fund and may establish such other funds and accounts as it may determine are needed.
- (c) Disbursements. In no event shall there be a disbursement of Commission funds without the signature of at least two Board members, one of whom shall be the Treasurer or the Treasurer's authorized deputy.
- (d) Treasurer Bond. The Treasurer shall be required to file with the Secretary of the Board a bond in the sum of at least \$10,000 or such higher amount as shall be determined by the Board. The Commission shall pay the premium on said bond.
- (e) Depository. The Board shall designate one or more national or state bank or trust companies, authorized by Minn. Stat., chaps. 118 and 427, or such other law as may apply, to receive deposits of public moneys and to act as depositories for the Commission funds.

6.2 Commission's General Fund. The Commission's general fund is funded by an annual contribution from each Member and is used to pay for general administration purposes including, but not limited to, salaries, rent, supplies, development of the Watershed Management Plan, engineering and legal expenses, insurance, and bonds, and to purchase and maintain any personal property deemed necessary by the Commission in furtherance of its purposes and powers as articulated in this Agreement. Said funds may also be used for normal maintenance of any facilities, but any extraordinary maintenance or repair expense shall be treated as an improvement cost and processed in accordance with the provisions for CIP Project funding under this Agreement. The annual contribution by each Member shall be based fifty percent (50%) on the net tax capacity of all property within the Watershed and fifty percent (50%) on the basis of the total area of each Member within the boundaries of the Watershed each year to the total area in the Watershed.

6.3 Operating Budget. The Board shall annually prepare, adopt, and submit an annual operating budget as provided in this section.

- (a) Adoption. On or before July 1 of each year, the Board shall adopt a detailed budget for the ensuing year and decide upon the total amount necessary for the Commission's general fund. Budget approval shall require a favorable vote by a majority of all eligible votes of the then existing Commissioners.
- (b) Funding. The Commission's annual operating budget is funded by an annual assessment placed on the Members, subject to certain caps, as provided herein.
- (c) Caps on Member Assessments. The amount annually assessed each Member to fund the operating budget shall not exceed the following caps, unless authorized as provided herein.

- (1) Percentage Cap. The amount to be assessed Members under the operating budget shall not exceed 120% of the amount assessed Members under the previous year's budget, unless the City Council of each Member adopts a resolution approving the increase.
  - (2) Tax Capacity Cap. The amount of a Member's annual contribution to the operating budget shall not exceed one-half of one percent of the net tax capacity of the Member's total area located within the Watershed, unless the City Council of that Member adopts a resolution approving the increase.
- (d) Budget Certified to Members. On or before July 1<sup>st</sup>, the Secretary or the Commission Administrator shall certify the operating budget to the clerk of each Member, together with a statement of the proportion of the budget to be assessed and paid by each Member. If the proposed operating budget results in any of the caps established herein being exceeded, the budget sent to the Members for review must be accompanied by a letter clearly notifying the Members of the cap being exceeded, the reasons for the proposed exceedance, and the Member approval required to approve the proposed budget. If the approvals required herein to exceed the cap are not obtained, the total budget or assessment amount shall not exceed the capped amount.
- (e) Member Review. The City Council of each Member agrees to review the proposed budget provided by the Commission. If any Member has any objections, they must submit them in writing to the Board prior to August 1. Upon the receipt of any such written objections, the Board shall set a date to hear the Member's objections and shall provide all Members notice of the hearing and a copy of the written objections. After hearing the objections, the Board may modify, amend, or affirm the proposed budget by majority of all eligible votes of the then existing Commissioners.
- (f) Finalized. The proposed operating budget shall be considered final if no Member files an objection by August 1<sup>st</sup>. If a timely objection is received, the Board shall act to finalize the operating budget after conducting a hearing on the objections. The Board shall provide a copy of the final operating budget to each Member. If there are objections, the Board shall include its findings and decision regarding such objections with the final operating budget.

#### 6.4 Supplemental Budget.

- (a) Insufficient Funds. If the Board determines it will not have sufficient funds in the Commission's general fund to pay its obligations or to otherwise fund Commission operations in the present year, the Board may adopt a supplemental budget to raise additional funds as provided herein.

- (b) Public Hearing. The Board shall call a public hearing on the proposed supplemental budget and provide at least 10 days' written notice of the hearing, together with a copy of the proposed supplemental budget, to each Member.
  - (c) Adoption. After conducting the public hearing, the Board may adopt the supplemental budget by a favorable vote of a majority of all eligible votes of the then existing Commissioners. The Board shall notify each Member of the adopted supplemental budget and the amount of additional assessment.
  - (d) Cap. In no case shall the budget require any Member to contribute in excess of one-half of one percent of the net tax capacity of all taxable property within the Watershed and within the Member's corporate boundaries in any one calendar year.
  - (e) Additional Assessment. Members agree to pay their additional assessment to the Commission within 60 days of adoption of the supplemental budget.
- 6.5 Default. Any Member who is more than 60 days in default in contributing its share to the operating budget or to a CIP Project shall have the vote of its Commissioner suspended pending the payment of its proportionate share. Any Commissioner whose vote is under suspension shall not be considered for the purposes of determining a quorum or for determining the sufficiency of a vote.

## SECTION VII TERMINATION AND DISSOLUTION

- 7.1 Termination. This Agreement may be terminated prior to January 1, 2035 by the unanimous consent of the Members. If the Agreement is to be terminated, a notice of the intent to dissolve the Commission shall be sent to the Board of Water and Soil Resources and to Anoka County at least 90 days prior to the date of dissolution.
- 7.2 Dissolution. In addition to the manner provided herein for terminating this Agreement, any Member may petition the Board to dissolve the Agreement. Upon 90 days notice in writing to the clerk of each Member governmental unit and to the Board of Water and Soil Resources and to Anoka County, the Board shall hold a hearing and upon a favorable vote by a majority of all eligible votes of then existing Commissioners, the Board may by Resolution recommend that the Commission be dissolved. Said Resolution shall be submitted to each Member governmental unit and if ratified by a majority of the City Councils of all eligible Members within 60 days, said Board shall dissolve the Commission allowing a reasonable time to complete work in progress and to dispose of personal property owned by the Commission.
- 7.3 Distribution of Assets. If this Agreement is terminated and not replaced with a new agreement providing for the continued operation of the Commission, or if the Commission is dissolved, all property of the Commission shall be sold and the proceeds thereof, together with monies on hand, shall be distributed to the eligible Members of the



Commission. Such distribution of Commission assets shall be made in proportion to the total contribution to the Commission as required by the last annual budget.

## **SECTION VIII MISCELLANEOUS PROVISIONS**

- 8.1 General Appeal. Any Member aggrieved by a determination of the Board shall have 30 days after the Board's determination within which to file a written appeal to the Board. The Board shall refer a timely appeal to a board of arbitration for a decision as provided below. Failure of a Member to file an appeal within the 30-day appeal period shall be deemed to have consented to the Board's determination.
- 8.2 Board of Arbitration. Any matter appealed by a Member pursuant to this Agreement shall be decided by a board of arbitration. The board of arbitration shall consist of three persons; one to be appointed by the Board, one to be appointed by the appealing Member, and the third to be appointed by the two so selected. In the event the two persons so selected do not appoint the third person within 15 days after their appointment, then the Chief Judge of the District Court of Anoka County shall have jurisdiction to appoint, upon application of either or both of the two earlier selected, the third person to the board of arbitration. The third person selected shall not be a resident of any City and if appointed by the Chief Judge said person shall be a registered professional engineer. The arbitrators' expenses and fees, together with the other expenses, not including counsel fees, incurred in the conduct of the arbitration shall be divided equally between the Commission and the appealing Member. Arbitration shall be conducted in accordance with the Uniform Arbitration Act, Minn. Stat., chap. 572B. Arbitration shall be non-binding unless the Commission and the appealing Member agree to binding arbitration. If the parties agree to binding arbitration the decision of the board of arbitration shall be final and the parties to the arbitration will be deemed to have consented to and agreed with the decision. If these parties do not agree to binding arbitration, any party that does not agree with and consent to the decision of the board of arbitration must notify the Board in writing within 30 days of receipt of the decision of the board of arbitration that it does not consent to or agree with the decision. Failure to so notify the Board shall be deemed consent to and agreement with the decision of the board of arbitration. Unless the parties agree with the decision of the board of arbitration, capital improvements can only be funded in accordance with Minn. Stat. § 103B.251, or secured from other sources.
- 8.3 Term. This Agreement shall be effective as of January 1, 2025 and shall remain in effect until January 1, 2035, unless terminated earlier as provided herein. The Members may agree to continue this Agreement as the preferred method for addressing their obligation to address surface water issues under law.
- 8.4 Mediation. Except for appeals submitted to a board of arbitration as discussed above, the Members agree that any controversy that cannot be resolved between Members shall be submitted to mediation. Mediation shall be conducted by a mutually agreeable process by all Members. If the Members are not able to mutually agree on a mediator, the party and the Board shall each select a mediator and the two mediators shall select a third.

Each party to the mediation shall be responsible for the cost of the mediator it selected and shall share equally in the costs of the mediation and of the third mediator.

- 8.5 Data Practices. The Commission shall comply with the requirements of Minnesota Statutes, chapter 13, the Minnesota Government Data Practices Act (“Act”). Any entity with which the Commission contracts is required to comply with the Act as provided in Minnesota Statutes, section 13.05. The contractor shall be required to notify the Board if it receives a data request and to work with the Commission to respond to it.
- 8.6 Amendments. The Board may recommend changes and amendments to this Agreement to the governing bodies of the Members. No amendment is effective unless it is adopted by all governing bodies of the Members. Adopted amendments shall be evidenced by appropriate resolutions or certified copies of meeting minutes of the governing bodies of each party filed with the Board and shall, if no effective date is contained in the amendment, become effective as of the date all such filings have been completed.
- 8.7 Waiver. The delay or failure of any party of this Agreement at any time to require performance or compliance by any other party of any of its obligations under this Agreement shall in no way be deemed a waiver of those rights to require such performance or compliance.
- 8.8 Headings and Captions. The headings and captions of these paragraphs and sections of this Agreement are included for convenience or reference only and shall not constitute a part hereof.
- 8.9 Entire Agreement. This Agreement, including the recitals and the official boundary map (which are incorporated in and made part of this Agreement), contains the entire understanding among the Members concerning the subject matter hereof. This Agreement supersedes and replaces the prior joint powers agreement among the Members regarding the Commission and such prior agreement is hereby terminated. Any outstanding obligations of the Members under the prior agreement are not affected by the termination and shall be continued under this Agreement.
- 8.10 Examination of Books. Pursuant to Minnesota Statutes, section 16C.05, subdivision 5, the books, records, documents, and accounting procedures and practices of the Board are subject to examination by the State.
- 8.11 Governing Law. The respective rights, obligations, and remedies of the Members under this Agreement and the interpretation thereof shall be governed by the laws of the State of Minnesota which pertain to agreements made and to be performed in the State of Minnesota.
- 8.12 Counterparts. This Agreement shall be executed in several counterparts and all so executed shall constitute one Agreement, binding on all of the Members hereto. Each party to the agreement shall receive a fully executed copy of the entire document following adoption by all Members.

- 8.13 Enforcement. Members agree to be bound by the determination of the Commission and to agree to use their best efforts to carry out directives from the Commission; failure to respond may result in a legal action by the Commission to require the Member to act under a court order.
- 8.14 Notice. To the extent this Agreement requires a notice to be mailed to a Member, the notice requirement may be satisfied by the Commission emailing the notice to its primary contact for the Member.
- 8.15 Statutory References. All references to statutes in this Agreement include any amendments made thereto and any successor provisions.

IN WITNESS WHEREOF, the Members have entered into this Agreement by action of their respective governing bodies effective as of the date of the last Member to execute it.

[signature pages follow]

**CITY OF ANDOVER**

Approved on the \_\_\_\_ day of \_\_\_\_\_ 2024  
by the City Council.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

**CITY OF ANOKA**

Approved on the \_\_\_\_ day of \_\_\_\_\_ 2024  
by the City Council.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

**CITY OF RAMSEY**

Approved on the \_\_\_\_ day of \_\_\_\_\_ 2024  
by the City Council.

\_\_\_\_\_  
Mayor

Attest: \_\_\_\_\_

## MEMO

**To:** LRRWMO Board  
**From:** Becky Wozney, Watershed Coordinator  
**Date:** November 11, 2024  
**Re:** Bus Tour

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On October 29 we were able to tour four sites in the Lower Rum River watershed including:

- Mississippi River Community Park
- Two residential Rain Gardens in Anoka
- Ongoing construction at Rivers Bend Park of the Regional Storm Water Pond
- Stabilization projects at Rum River Regional Park

We had a varied group of attendees including Barr engineering staff, DNR staff, City of Ramsey, Andover, and Anoka staff and WMO board members.

Many of these projects can be found on the Anoka Conservation District's website at <https://www.anokaswcd.org/> where you can find many details including costs and how much sediment and reduction of nutrients were saved from entering water bodies in our watershed.

I will add the pictures of the tour along with information on the projects to our LRRWMO website for our residents and others.







## Lower Rum River Watershed Management Organization Task Checklist

WATER MONITORING AND IMPROVEMENT	2022						2023						2024						2025					
	ACD	Andover	Anoka	Ramsey	LRRWMO	Other	ACD	Andover	Anoka	Ramsey	LRRWMO	Other	ACD	Andover	Anoka	Ramsey	LRRWMO	Other	ACD	Andover	Anoka	Ramsey	LRRWMO	Other
<b>Task</b>																								
<b>MN-1 Lake WQ Monitoring</b>							100% complete (report left)						Monitoring is 95% completed for the season.											
“X” when completed	X				X		X				X		X				X							
<b>MN-2 Lake Level Monitoring</b>																								
“X” when completed	X				X		X				X		X				X							
<b>MN-3 Rum River WQ Monitoring</b>																								
“X” when completed	X				X		X				X		X				X							
<b>MN-4 Stream Bio Monitoring</b> -Macroinvertebrate monitoring on the Rum River facilitated by ACD and local schools.																								
“X” when completed	X				X						X							X						
<b>MN-5 Wetland Monitoring</b> -Wetland hydrology monitoring performed annually at 3 locations in the WMO																								
“X” when completed	X						X						X											
PROJECTS/PROGAMS	2022						2023						2024						2025					
<b>Our manager addressed the county board in regards to funding a groundwater specialist. There was good discussion but there are other high priority items as well. We are waiting for their final budget. It is likely a groundwater specialist will not happen next year.</b>	ACD	Andover	Anoka	Ramsey	LRRWMO	Other	ACD	Andover	Anoka	Ramsey	LRRWMO	Other	ACD	Andover	Anoka	Ramsey	LRRWMO	Other	ACD	Andover	Anoka	Ramsey	LRRWMO	Other
<b>PP-1 Cost-share grant small projects</b> -fund grants for WQ improvement including shoreland restoration et al	X				X		X				X		X			X								
<b>PP-2 Rum River Streambank Restoration</b> -fund projects to reduce phosphorus/sediment loading to the Rum River.	X				X		X				X		X				X							
<b>PP-3 Mississippi River Streambank Restoration</b> -fund and implement projects to reduce phosphorus/sediment to Mississippi	X				X		X				X		X			X								
<b>PP-4 Ramsey Central Park Stormwater (non-WBIF)</b>				X																				
<b>PP-5 Support for Rum River 1W1P projects</b> located upstream-provide written support											X													
<b>PP-6 Subwatershed Analyses of City of Andover</b> draining to Rum River-Conduct studies to assess pollutant							X				X													
<b>PP-7 Trott Brook Study (WBIF)</b>										X	X		X			X	X							
<b>PP-8 Install stormwater retrofits</b> at priority sites identified by SWAs	X						X																	
<b>PP-9 Wetland Restoration support</b> for partners in priority areas							X						X											
<b>PP-10 Groundwater Planning and Technical Assistance</b>					X							X												

**LAST UPDATED:** 11/15/2024



## **MEMO**

**To:** URRWMO Board  
**From:** Jamie Schurbon, Watershed Projects Manager  
**Date:** November 21, 2024  
**Re:** Outreach Plan for WBIF FY25 grant

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### **Summary**

The recently-secured Rum metro Watershed Based Implementation Funding (WBIF) grant from the State includes \$30,003 for outreach during 2024-2027. That outreach can supplement, but not replace, outreach that is a priority to the URRWMO, LRRWMO, ACD or the Rum River Watershed Partnership. The outreach work plan must be presented to the URRWMO and LRRWMO boards, as well as the grant Convene Committee (which includes a LRRWMO board member). Your comments on it are welcomed. Attached is the draft.

### **Outreach Plan Summary**

See next page. This is intended to be a plan with flexibility both in terms of tasks and timing. I have attempted to include tasks that the URRWMO and LRRWMO have talked about in the past, and which will help you meet your watershed plan goals.

ACD will implement the work. While the plan puts most work in 2026 and 2027, we can and almost certainly do some work in 2025.

### **Action Needed**

Board members comment on the outreach plan.

### **Recommended Motion**

None required.

## OUTREACH PLAN - FY25 Rum Metro WBIF Grant

Draft Date 11/13/2024

**Complimentary Plans:** This plan was developed to compliment the LRRWMO Watershed Management Plan for 2022-2031, URRWMO Watershed Management Plan for 2019-2028, and Rum River Comprehensive Watershed Management Plan (CWMP; 2023-2032).

**Draft presented for comments to:**

\_\_\_\_\_ Rum Metro Convene Committee

\_\_\_\_\_ Lower Rum River WMO

11/12/2024 Upper Rum River WMO

\$30,003 Outreach budget FY25 Metro WBIF grant

**Prioritization:** Tasks with higher priority will be given precedence when resources are not sufficient to complete all.

**Estimate only:** The costs and timeline for each activity are for planning purposes only. Actual may differ.

**Leadership:** The Anoka Conservation District, as grant fiscal agent, will carry out tasks or ensure they are carried out by others.

#	Topic	Activity/Topic	Priority	Estimated Cost				Complimentary to These Plans			Item Details			
				2025	2026	2027	TOTAL Est Cost	URRWMO	LRRWMO	Rum River CWMP	Cost	Effort	Impact	Description
1	Voluntary Practices													
2		Adopt-a-Drain	Medium		\$2,225	\$2,225	\$4,450	✓	✓	✓	\$	Small	Moderate	ID drains leading to priority waters and execute a campaign to secure nearby landowners to adopt those drains. Encourage continuation by current volunteers. Costs may include Adopt-a-Drain membership fees.
3	Existing Practices													
4		Project maintenance promotion	High		\$1,020	\$1,020	\$2,040	✓	✓	✓	\$	Small	Significant	Promote ongoing, adequate maintenance of existing water quality projects. May include guides/videos, inventorying maintenance needs, reminder communications, on-site maintenance instruction, workshops, and others.
5	New Practices													
6		Project site recruitment	High	\$1,509	\$3,017	\$3,017	\$7,543	✓	✓	✓	\$\$	Medium	Significant	Promotion, marketing, site consultations, landowner contracts, and similar to secure new water quality project sites. Anticipated practices include stormwater treatment, shoreline protection, wetland restoration, agricultural or soil health projects, &/or other.
7	Groundwater													
8		Groundwater protection messaging	Lower		\$1,326	\$714	\$2,040	✓	✓	✓	\$	Small	Moderate	Promote groundwater quality protection and quantity conservation to public officials and the general public. May include presentations, videos, printed materials, social media campaign, or other. Smart irrigation promotion. This activity was chosen for WBIF collaboration because groundwater does not work on surface watershed boundaries. The funding source requires a focus on water quality, while quantity may be secondary.
9	Awareness													
10		Tour of projects & resources for public officials, city and partner agency staff	Medium		\$3,843	\$3,843	\$7,685	✓	✓	✓	\$\$	Medium	Significant	Projects tours - one in the LRRWMO and one in the URRWMO in separate years.
11		Boat wake erosion awareness	Lower		\$1,016	\$1,524	\$2,540		✓		\$	Small	Moderate	Communicate how boat wakes can affect water quality by causing shoreline erosion. Promote voluntarily minimizing wakes in near-shore zones. Messaging will be targeted to the Rum River (especially lower reaches where there is a no wake ordinance) and to wake boat operators on any lake. Methods may include increased or enhanced signage at public access points, community newsletters, social media, or others. Messaging for the lower Rum River no wake zone will be in consultation with the Sherriff's office.
12		Shoreline rules enhanced awareness	Medium			\$3,390	\$3,390			✓	\$	Small	Significant	Informational campaign to shoreland owners to increase awareness of existing State rules regarding shoreline alteration. To include info about aquatic plant removal and other shoreline alterations that could negatively affect water quality. Target waters are developed/recreational lakes and rivers. Outputs may be direct mailings, lake group presentations, newsletter articles, brief videos, or other.
13	Other													
14		Support outreach/events led by others	Medium	\$255	\$1,148	\$1,148	\$2,550	✓	✓	✓	\$	Small	Significant	Promote, collaborate on, attend in supporting roles, present at, or otherwise bolster outreach efforts done by others that are consistent with the watershed plans (LRRWMO URRWMO, & CWMP) and the WBIF purpose of water quality improvement.
15		Reporting	High	\$255	\$255	\$255	\$765	✓	✓	✓	\$	Small	Minimal	Annual reporting to BWSR. Periodic reporting of notable happenings to the LRRWMO, URRWMO, and RRWP.
16		Other												Other activities which may arise to further the goals of the URRWMO and LRRWMO watershed plans or the Rum River Comprehensive Watershed Management Plan.
17	TOTAL			\$2,019	\$13,849	\$17,135	\$33,003							