

RED LAKE WATERSHED DISTRICT

March 13, 2025

9:00 a.m.

Agenda

9:00 a.m.	Call to Order	Action
	Review and approve agenda	Action
	Requests to appear	Information
	February 27, 2025 Minutes	Action
	Financial Report dated March 12, 2025	Action
	West Polk Soil & Water Conservation District Envirothon	Info/Action
	Thief River Streambank, RLWD Project No. 149B Contracted Services Agreement	Info/Action
	Huot Streambank, RLWD Project No. 149 Bid Opening – April 10, 2025	Info/Action
	Rural Flood Mapping	Information
	Redetermination of Benefits	Information
	FEMA Culvert Inventory Update	Information
	Pheasants Forever LCCMR Letter of Support	Info/Action
	Keep It Clean Campaign – LCCMR Grant	Info/Action
	Red River Basin Riparian Habitat Program	Information
	RLWD Website – Streamline Media	Info/Action
	Special Meeting of the MN Watersheds Membership	Information
	Administrator’s Update	Information
	Legal Counsel Update	Information
	Managers’ Updates	Information
	Adjourn	Action

UPCOMING MEETINGS:

March 13, 2025	RLWD Board Meeting, 9:00 am
March 17, 2025	RLWD Advisory Committee Meeting, 9:30 am
March 18-19, 2025	RRWMB/FDRWG Joint Annual Conference, Courtyard Marriott-Moorhead
March 19, 2025	Clearwater River 1W1P Advisory & Policy Committee Meeting, 9:00 am
March 21, 2025	Special Meeting of the MN Watersheds Membership, Waite Park, 10:30 am
March 27, 2025	RLWD Board Meeting, 9:00 am

RED LAKE WATERSHED DISTRICT
Board of Manager's Minutes
February 27, 2025

President, Gene Tiedemann, called the meeting to order at 9:00 a.m. at the Red Lake Watershed District Office, Thief River Falls, MN.

Present: Managers: Gene Tiedemann, Tom Anderson, Brian Dwight, Grant Nelson, LeRoy Ose, and Allan Page; Manager, Terry Sorenson, attended and viewed the proceedings via Zoom, but was not a voting Manager. Staff Present: Tammy Audette, Melissa Bushy, Nate Koland, Corey Hanson, Lindsey Deselich, and Legal Counsel, Delray Sparby.

The Board reviewed the agenda. A motion was made by Nelson, seconded by Page, and passed by a unanimous vote that the Board approve the agenda. Motion carried.

The Board reviewed the February 13, 2025, Board meeting minutes. Motion by Anderson, seconded by Nelson, to approve February 13, 2025, Board meeting minutes, with correction as noted. Motion carried.

The Board reviewed the Financial Report dated February 26, 2025. Motion by Anderson, seconded by Ose, to approve the Financial Report dated February 26, 2025. Motion carried.

Staff members Audette and Rychlock reviewed the 2024 General Fund as of December 31, 2024. After taking questions from the Board, motion by Dwight, seconded by Page, to approve the 2024 General Fund Budget, as presented. Motion carried.

Staff members Audette and Rychlock reviewed the Capital Project Fund Transfers as of December 31, 2024. After taking questions from the Board, motion by Ose, seconded by Nelson, to approve the Capital Project Fund Transfers as of December 31, 2024. Motion carried.

Engineer Tony Nordby, HEI, discussed RLWD Project No. 48, JD #2 Clearwater County, potential maintenance and repairs. Nordby reviewed the project cost and shared his recommendations.

Engineer Tony Nordby, HEI, discussed the Huot Project, RLWD Project No. 149. Nordby shared the DNR's request with the Board.

Staff members Audette and Hanson discussed the Clearwater River Head-cut Stabilization Sites, RLWD Project No. 149B. Hanson will be submitting a Stream Restoration grant application to the MnDNR.

Administrator Audette stated that Engineer, Rich Sanderson, Polk County Highway Department, reached out regarding a joint effort between the District and Polk County for the potential of Re-Determination of Benefits on legal drainage ditches located in Polk County. Audette will gather additional information on the District's legal drainage ditches and report back to the Board.

Manager Dwight and Administrator Audette discussed the Upper/Lower Red Lake Draft Bylaws and Work Plan.

Staff member Olson reviewed the survey equipment quotes received from Frontier Precision. After much discussion, a motion was made by Page, seconded by Ose, to approve the purchase of model R980/R12i survey equipment for the purpose of RLWD staff survey work. Motion carried.

Administrator Audette reviewed the quote for purchase of MS4Front and Implementation of Permit received from Houston Engineering. After much discussion, a motion was made by Nelson, seconded by Page, to approve the purchase of MS4Front Permitting Database. Motion carried.

The Board reviewed the permits up for approval. Motion by Ose, seconded by Nelson, to approve the following permits with conditions stated on the permit: No. 25001, MnDOT, Eckvold Township, Marshall County; No. 25004, Brandsvold Township, Polk County; No. 25007, Red Lake County Highway Department, Red Lakes Falls Township, Red Lake County; and No. 25008, Angus Acres Inc., Euclid Township, Polk County. Motion carried.

Staff member Deselich discussed the 2025 River Watch Forum that was held on February 26th at the Alerus Center in Grand Forks, ND.

Administrator Audette reviewed the financial donation request from the Pennington SWCD for the Area I Envirothon on April 23, 2025, at Lake Bronson State Park. Motion by Dwight, seconded by Nelson, to approve the requested maximum donation of \$300 to the Pennington SWCD for the Area 1 Envirothon. Motion carried.

Administrator Audette reminded the Board that there will be a special meeting of the Minnesota Watersheds' membership held on Friday, March 21 at the Park Event Center in Waite Park, MN.

Administrator Audette reviewed the details for the upcoming RRWMB/FDRWG Conference in Moorhead, MN, March 18-19th. Please let staff member Bushy know if you are planning to attend.

Administrator's Update:

- **Wild Rice Allocation:** Wild rice growers have contacted Staff member Nate Koland asking about the availability of pumping water from the Clearwater Rice.
- **Petition for Improvement to Ditch 1:** We received a draft Petition for Improvement to Ditch 1 from landowner Greg Hilgeman for review prior to obtaining signatures. The document was sent to Legal Counsel Sparby for review.
- **RRWMB:** Please check your emails for the most recent legislative update from Rob Sip.
- **Thief River 1W1P:** Some of you should have received an email from Don Bajumpaa, BWSR, regarding the PRAP survey for the Thief River 1W1P. The survey was sent out on February 20th, with the deadline for submitting the survey being by March 6, 2025.

- **Mud River:** Nate Dalager and Administrator Audette met with Jim Graham, Agassiz NWR, regarding the development of an LSOHC grant application for the Mud River Project. We plan to meet every few weeks to work on the application until it is submitted.
- **RLWD Advisory Committee Meeting:** Administrator Audette provided a reminder that the RLWD Advisory Committee meeting will be held on March 17th at the District office.
- **Website:** District staff have been in discussion with various website companies regarding updating the District's website.
- **2024 Audit:** Brady Martz and Associates will begin the 2024 Audit on March 3rd.
- **Interagency Meeting:** Administrator Audette provided a reminder that the Interagency Meeting with Agassiz NWR and Thief Lake will be held on March 5th at 9:00 a.m.
- **JD 60/CD 126 Annual Meeting:** The JD 60/CD 126 Annual meeting will be held on March 6th at 2:00 p.m.
- **Moose River/JD 21 Channel Stability:** Administrator Audette scheduled the Moose River/JD 21 Channel Stability meeting for Friday, March 7th at 12:30 p.m. at the District office.
- **Turtle Cross:** District Staff met with Legal Counsel Sparby and Engineer Dalager to prepare for the upcoming Informational Meeting and preparation for completing flowage easements with the landowners.
- **1W1P Policy Committee meeting dates:**
 - Thief River – March 10th, 9:00 a.m.
 - Red Lake River – March 12th, 9:30 a.m.
 - Clearwater River- March 19th, 9:00 a.m.
 - Upper Lower Red Lake – March/April – Doodle poll will be sent out

Motion by Ose, seconded by Nelson, to adjourn the meeting. Motion carried.

LeRoy Ose, Secretary

RED LAKE WATERSHED DISTRICT
Financial Report for March 13, 2025

Ck#	Check Issued to:	Description	Amount
direct	EFTA & MN Taxes	Withholding FICA,FED,Medicare & MN (pp 3-12-25)	\$5,832.26
direct	PERA	(3/12/25 pp)	\$3,139.77
41661	Area 1 Envirothon (Pennington)	Donation - (board approved 3-12-25)	\$300.00
41662	Farmers Union Oil TRF	Fuel for vehicles	\$257.80
41663	Gene Tiedemann	Mileage	\$333.20
41664	HDR	Mud & Turtle Cross T&E Services	\$37,901.54
41665	Hugo's	Meeting & cleaning supplies	\$235.73
41666	Jeff Olson	Plowing parking lot	\$200.00
41667	Kristie Huseth	Cleaning building	\$595.00
41668	L & M Fleet	Stream Gauge supplies	\$49.99
41669	Lyle Gapp	West Polk CCRP Red Lake 1W1P	\$1,972.50
41670	Marco	Canon Copier and copies overage	\$846.04
41671	Matrix	Deferred Comp payment (7-15-24)	\$148.85
41672	Minnesota Viewers Association	Annual Drainage Membership Fee	\$125.00
41673	Pennington SWCD	***see below	\$8,483.34
41674	Richards Publishing	Annual Subscription to The Leader Newspaper	\$45.00
online	Medica	Health Insurance Premiums	\$12,682.00
online	Card Member Services	Server Battery Backup, RRBasin Commission rooms	\$1,607.97
online	Aramark/Vestis	Office Rug rental	\$75.62
online	Aflac	Staff Insurance	\$326.24
online	WEX	FSA Medical Reimbursement	\$309.98
online	Delta Dental	Dental Insurance Premiums	\$631.22
online	WEX	FSA Medical Reimbursement	\$15.88
online	NCPERS	Staff Life Insurance	\$128.00
online	City of Thief River Falls	Utilites	\$497.48
online	WEX	FSA Medical Reimbursement	\$18.52
direct	Lindsey Deselich	Mileage	\$77.70
direct	Al Page	Mileage	\$127.40
direct	Grant Nelson	Mileage	\$44.80
direct	Brian Dwight	Mileage	\$426.20
direct	Staff Payroll	Salaries (pp 3-12-25)	\$16,780.66
Total Checks			\$94,215.69

Pennington	<i>Chief's Coulee Project Dev. fees</i>	<i>\$2,571.52</i>
SWCD	<i>Clearwater 1W1P Admin fees</i>	<i>\$32.69</i>
	<i>Red Lake River 1W1P fees</i>	<i>\$4,717.77</i>
	<i>Thief River 1W1P Admin fees</i>	<i>\$432.90</i>
	<i>Red 1W1P Midpoint Amendment</i>	<i>\$728.46</i>
		<i>\$8,483.34</i>

Northern	Balance as of February 28, 2025		\$271,174.24
State	Total Check Written		-\$94,215.69
Bank	Receipt #12349	Dakota Heritage Feb. Interest	\$12,282.18
TRF	Balance as of March 12, 2025	Current interest rate is 3.25%	\$189,240.73

American	Balance as of February 28, 2025		\$ 4,017,193.37
Federal	Balance as of March 12, 2025	Current interest rate is 3.30%	\$4,017,193.37

CD's	Dakota Heritage	9 month CD 5.25% Expiry 4-24-25	<u>\$ 500,000.00</u>
	Dakota Heritage	7 month CD 5.17% Expiry 5-9-25	<u>\$ 500,000.00</u>
	<i>Edward Jones</i>	12 month CD 5.15% Expiry 5-15-25	<u>\$ 237,000.00</u>
	<i>Edward Jones</i>	12 month CD 5.20% Expiry 6-13-25	<u>\$ 243,000.00</u>
	Dakota Heritage	9 month CD 5.25% Expiry 7-9-25	<u>\$ 500,000.00</u>
	Dakota Heritage	9 month CD 4.97% Expiry 9-18-25	<u>\$ 500,000.00</u>
	Dakota Heritage	9 month CD 4.97% Expiry 9-18-25	<u>\$ 500,000.00</u>
	Dakota Heritage	9 month CD 4.82% Expiry 10-15-25	<u>\$ 500,000.00</u>
	Dakota Heritage	12 month CD 4.50% Expiry 02-05-26	<u>\$ 250,000.00</u>
	Dakota Heritage	12 month CD 4.50% Expiry 02-26-26	<u>\$ 500,000.00</u>
	Dakota Heritage	12 month CD 4.50% Expiry 02-26-26	<u>\$ 250,000.00</u>
	Total CD Investments		\$ 4,480,000.00

Total Cash (NSB + AFB + CD's)

\$ 8,686,434.10

Cash that has been received and earmarked for projects:
(taken from remaining balance on financials)

2022 Grant Red Lake River 1W1P Project #149	\$ 185,704.26
2024 Grant Red Lake River 1W1P Project #149	\$ 1,673,444.20
2024 Grant Thief River 1W1P Project #149A	\$ 693,938.75
2023 Grant Clearwater 1W1P Project #149B	\$ 585,010.53
2025 Grant Clearwater 1W1P Project #149B	\$ 1,634,470.20
Mid Point Grant Project #149	\$ 10,202.57
Chief Coulee Project #46S	\$ 214,375.00
2025 CRP Payment Red Lake 1W1P	\$ 100,000.00
2024 CRP Payment Red Lake 1W1P	\$ 56,843.50
	<u>\$ 5,153,989.01</u>

Payables committed to by board action:

Chief Coulee Proj. #46S	\$ 800,000.00
	<u>\$ 800,000.00</u>

Total accessible cash (Est.)

\$ 2,732,445.09



West Polk Soil & Water Conservation District

528 Strander Avenue
Crookston, Minnesota 56716-2912
Telephone: 1-218-281-6070
www.westpolkswcd.org

AN EQUAL OPPORTUNITY EMPLOYER

February 24th, 2025

Dear Envirothon Sponsor:

The West Polk SWCD is requesting financial support for the Area 1 Envirothon, Wednesday, April 30th, at the Rydell Refuge, Erskine MN.

The Envirothon is a problem-solving, natural resources competition for rural high schools in which teams, usually comprised of five students, are tested on their knowledge of natural resources management and current issues. To learn more, go to www.maswcd.org/envirothon.htm.

The Area 1 Envirothon promotes a desire for students to learn more about Minnesota's natural resources, as well as public policy and roles of government and landowners in managing the state's resources. The program helps students develop critical thinking skills, cooperative problem-solving skills, and decision-making skills.

We are asking for donations of \$25 - \$300. This money will help finance trophies, prizes, a noon lunch for the students and advancement to the state and national competition.

If you wish to donate, please make the check payable to Area 1 Envirothon, and send it to our office by Friday, April 18th, 2025.

Your support is appreciated very much!

RECEIVED

Sincerely

Nicole Bernd
District Manager

FEB 27 2025

Initial: JB





THIEF RIVER FALLS OFFICE
 125 3RD STREET EAST
 THIEF RIVER FALLS, MN 56701
 P: (218) 681-2951

CLIENT/OWNER SERVICES AGREEMENT

PROJECT NAME: Thief River Streambank Stabilization Projects (3 Sites) – Section 24 & 25, Excel Township, Marshall County

HOUSTON JOB NO.: 3655-0099-005 HOUSTON PROJ. MGR.: Tony Nordby

CLIENT/OWNER NAME: Red Lake Watershed District

CLIENT/OWNER ADDRESS: 1000 Pennington Ave. S, Thief River Falls, MN 56701

CLIENT/OWNER PHONE NO.: 218-681-5800 CLIENT/OWNER CONTACT: Tammy Audette

This Client/Owner Services Agreement ("Agreement") is made and entered into effective as of this 13th day of March, 2025, by and between **HOUSTON ENGINEERING, INC.** ("Houston") and Red Lake Watershed District ("Client").

Recitals

- A. Client has requested Houston to perform certain professional services in connection with a project generally referred to as Thief River Streambank Stabilization Projects (3 Sites) – Section 24 & 25, Excel Township, Marshall County ("Project").
- B. Houston desires to provide the professional services requested by Client in accordance with this Agreement.

NOW, THEREFORE, for good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, Houston and Client agree as follows:

1. **Services.** Houston shall perform the services set forth in Attachment A ("Scope & Fee Schedule") in accordance with the terms and conditions of this Agreement.

2. **Term of Agreement.** This Agreement shall commence on the date first stated above, and Houston is authorized to commence performance of the Services as of that date. This Agreement shall terminate on the 31st day of December, 2025, unless terminated earlier pursuant to the terms and conditions of this Agreement.

3. **Attachments.** The Attachments below, which have been marked for inclusion, are hereby specifically incorporated into and made a part of this Agreement:

- ATTACHMENT A – SCOPE & FEE SCHEDULE
- ATTACHMENT B – GENERAL TERMS AND CONDITIONS
- ATTACHMENT C – SITE MAP

4. **Compensation.**

\$ _____ Lump Sum Fee - Based on the Services defined herein

\$ \$40,778.00 Estimated Fee - Client invoiced on an hourly basis commensurate with the yearly Fee Schedule provided at the beginning of each year.

\$ _____ Percentage of Estimated Construction Cost

\$ _____ Other - _____

IN WITNESS WHEREOF, the parties have caused this Agreement to be executed as of the date first above written:

CLIENT/OWNER

HOUSTON ENGINEERING, INC.

BY: _____
 AUTHORIZED REPRESENTATIVE

BY: Tony A. Nordby
 AUTHORIZED REPRESENTATIVE

TITLE: _____

TITLE: Office Manager/Principle

PLEASE SIGN AND RETURN ONE COPY TO HOUSTON AT THE ADDRESS ABOVE

SCOPE AND FEE SCHEDULE
 THIEF RIVER STREAMBANK STABILIZATION PROJECTS (MUZZY SITES AND TRF LLC SITE)
 PREPARED BY: HOUSTON ENGINEERING, INC.



	Engineer 10 \$ 237	Engineer 5 \$ 172	Technician 11 \$ 208	Technician 8 \$ 182	Project Assistant 1 \$ 87	GPS Equipment \$ 25	Mileage \$ 0.900	Total Cost
1. Task 1 - Preliminary Design								
Hydraulic Analysis - (Steady HEC-RAS Model) Model of Final Design for all 3 sites (determination of bankfull heights)	4	32						\$ 6,452.00
Conceptual Design and Preliminary Plans	2		8	50				\$ 11,298.00
Preliminary Engineer's Opinion of Probable Cost	1			2				\$ 601.00
<i>Subtotal</i>	7	32	0	52	0	0	0	
<i>Subtotal Cost</i>	\$ 1,659	\$ 5,504	\$ 0	\$ 9,464	\$ 0	\$ 0	\$ 0	\$ 18,291.00
2. Task 2 - Final Design								
Final Plans	6		8	40				\$ 10,366.00
Final Construction Specifications including Quote and Contract Documents	6				2			\$ 1,596.00
Final Engineer's Opinion of Probable Cost	2			1				\$ 656.00
<i>Subtotal</i>	14	0	8	41	2	0	0	
<i>Subtotal Cost</i>	\$ 3,318	\$ 0	\$ 1,664	\$ 7,462	\$ 174	\$ 0	\$ 0	\$ 12,618.00
3. Task 3 - Construction								
Solicit Quotes and Contract Documentation and Coordination	4			1				\$ 1,130.00
Prepare & Attend for Preconstruction Meeting	4			1				\$ 1,130.00
Construction Observation Assistance to RLWD staff (Based on three 8 hour days)				24		4	40	\$ 4,504.00
Construction Management (Coordination/payment documents/project closeout)	4			4				\$ 1,676.00
Record Drawing	1			3				\$ 783.00
<i>Subtotal</i>	13	0	0	33	0	4	40	
<i>Subtotal Cost</i>	\$ 3,081	\$ 0	\$ 0	\$ 6,006	\$ 0	\$ 100	\$ 36	\$ 9,223.00
4. Task 4 - Permitting								
FEMA Flood Plain - Technical Memo for Justification of no No-Rise	2	1						\$ 646.00
Assumes No DNR or WCA Permit Required								\$ -
Assumes Project Meets USACE Bank Stabilization and Habitat Improvement Regional General Permit								\$ -
<i>Subtotal</i>	2	1	0	0	0	0	0	
<i>Subtotal Cost</i>	\$ 474	\$ 172	\$ 0	\$ 0	\$ 0	\$ 0	\$ 0	\$ 646.00
Category Total	36	33	8	126	2	4	40	
Total Cost	\$ 8,532	\$ 5,676	\$ 1,664	\$ 22,932	\$ 174	\$ 100	\$ 36	\$ 40,778.00

Notes:


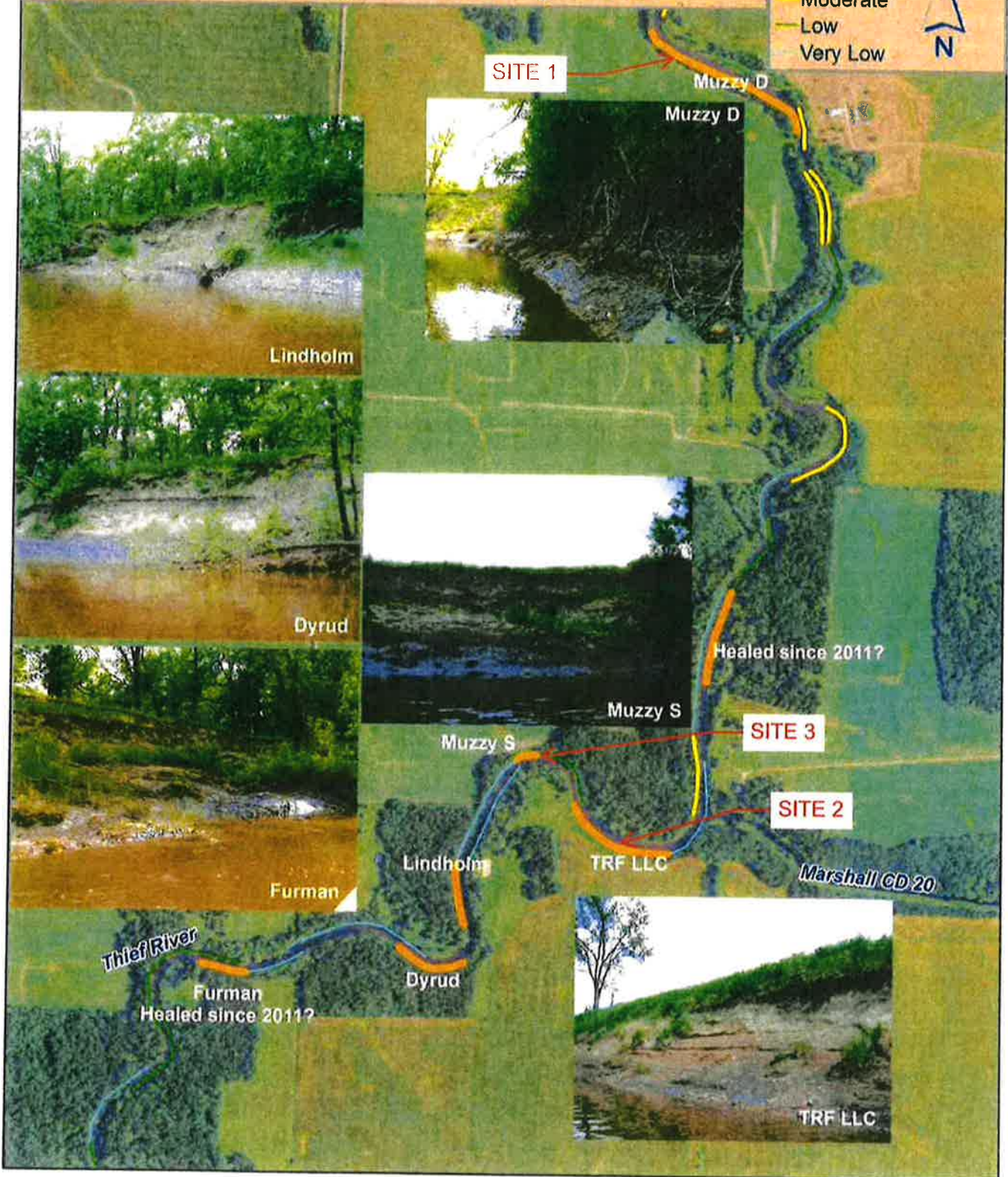
1) Assumed any additional survey needs for design purposes would be performed by the RLWD staff

Lower Thief River 2011 Bank Erosion Hazard Index Ratings 2025-26 Project Development

Legend

BEHI

- █ Extreme or Very High
- █ High
- █ Moderate
- █ Low
- █ Very Low

ADVERTISEMENT FOR BIDS
RED LAKE WATERSHED DISTRICT
THIEF RIVER FALLS, MINNESOTA
Huot Streambank Stabilization Project
Section 33, Louisville Twp.

General Notice

Red Lake Watershed District is requesting Bids for the construction of the following Project:

Huot Streambank Stabilization Project
Section 33, Louisville Township, Red Lake County

Sealed Bids for the construction of the Project will be received at the Red Lake Watershed District Office located at **1000 Pennington Ave. S, Thief River Falls, MN 56701**, until **Thursday April 10, 2025**, at **9:30 AM** local time. At that time the Bids received will be **publicly** opened and read.

The Project includes the following major items and approximate quantities:

Item	Unit	Quantity
Excavation-Common (P)	CY	11,067
Random Riprap Class III	CY	150
Rolled Erosion Prevention Category 35	SY	16,048
Toe-Wood Debris	CY	1,622
Sod Mat	SY	556

Additional items and approximate quantities are also included as part of the project.

No contract work shall start until after **June 15, 2025**, as required by the DNR public waters work permit. The project must be substantially completed on or before **October 17, 2025**, and completed and ready for final payment in accordance with Paragraph 15.06 of the General Conditions on or before **October 31, 2025**. Once work begins it shall be performed continuously until the project is completed.

Obtaining the Bidding Documents

A link to the website designated for obtaining Bidding Documents and additional project information can be found at <https://www.questcdn.com/auth/login/> under Quest Project #9551429 for a fee of \$22.00. Fees for contract documents are nonrefundable.

The Issuing Office for the Bidding Documents is:

Houston Engineering, Inc.
125 3rd Street East
Thief River Falls, MN 56701
(218) 681-2951

Prospective Bidders may examine the Bidding Documents at the Issuing Office on Monday through Friday between the hours of **8:00 Am – 4:30 PM**, but no purchase will be made available. Partial sets of Bidding Documents will not be available from the Issuing Office.

Instructions to Bidders.

For all further requirements regarding bid submittal, qualifications, procedures, and contract award, refer to the Instructions to Bidders that are included in the Bidding Documents.

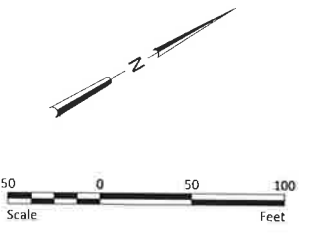
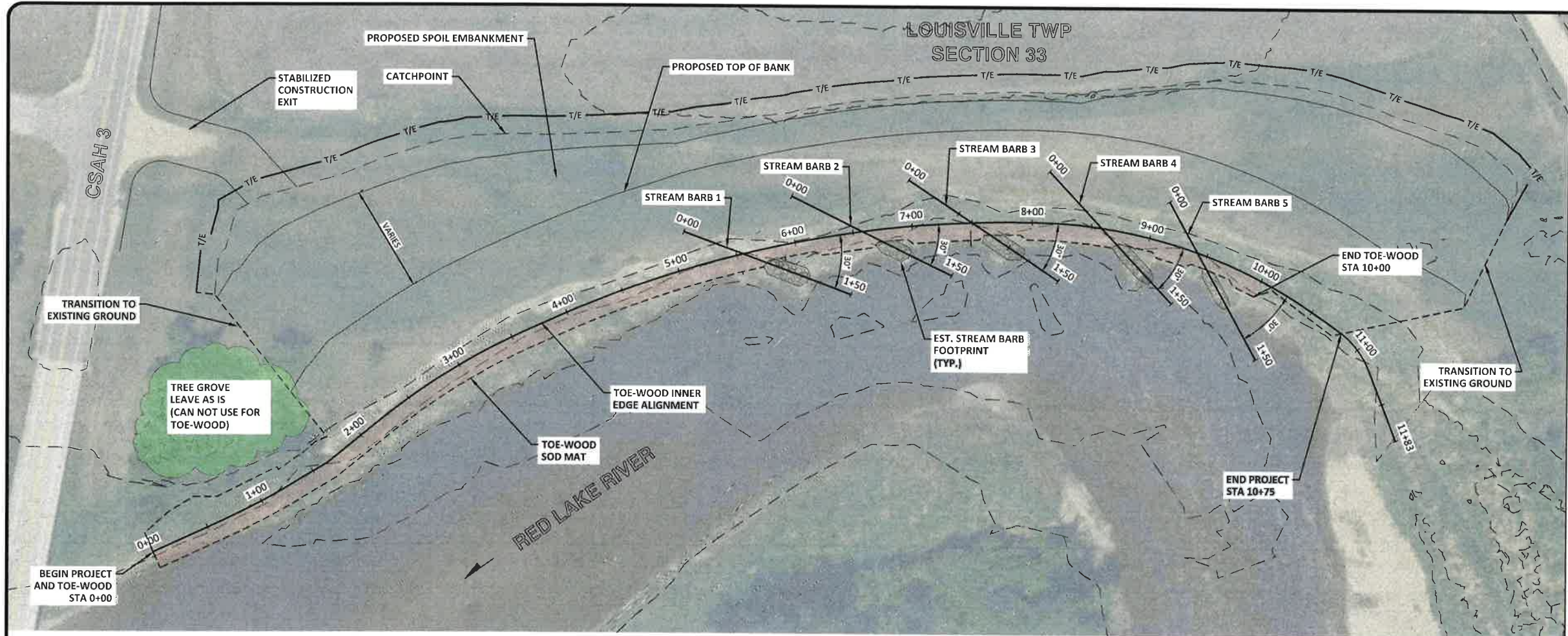
This Advertisement is issued by:

Owner: **Red Lake Watershed District**

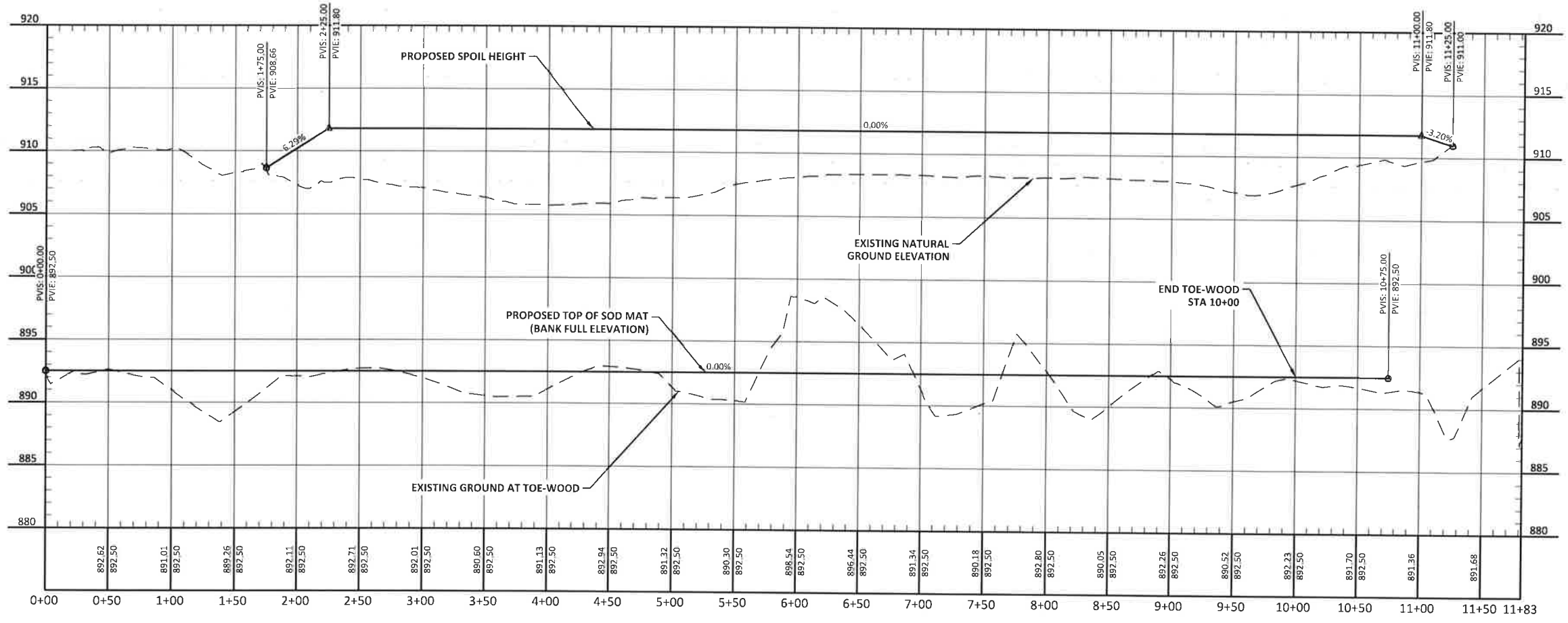
By: **Tammy Audette**

Title: **Administrator**

Date: **March 13, 2025**



NOTE:
SEE EROSION CONTROL SHEET FOR
SOD MAT BORROW LOCATION AND
SEEDING REQUIREMENTS.



H:\B\3600\3655\0116 Huot Streambank\CAD\Plans\3655-0116_P&P.dwg 3655-0116_P&P-3/11/2025 2:51 PM (tblson)

By	
Date	
Revision	
No.	
HUOT STREAMBANK STABILIZATION PROJECT RED LAKE WATERSHED DISTRICT RED LAKE RIVER	
PLAN & PROFILE	
Drawn By	TJO
Checked By	TAN
Date	3-11-2025
Scale	As Shown
Project No.	3655-0116
SHEET	6

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

Joy A. Nordby

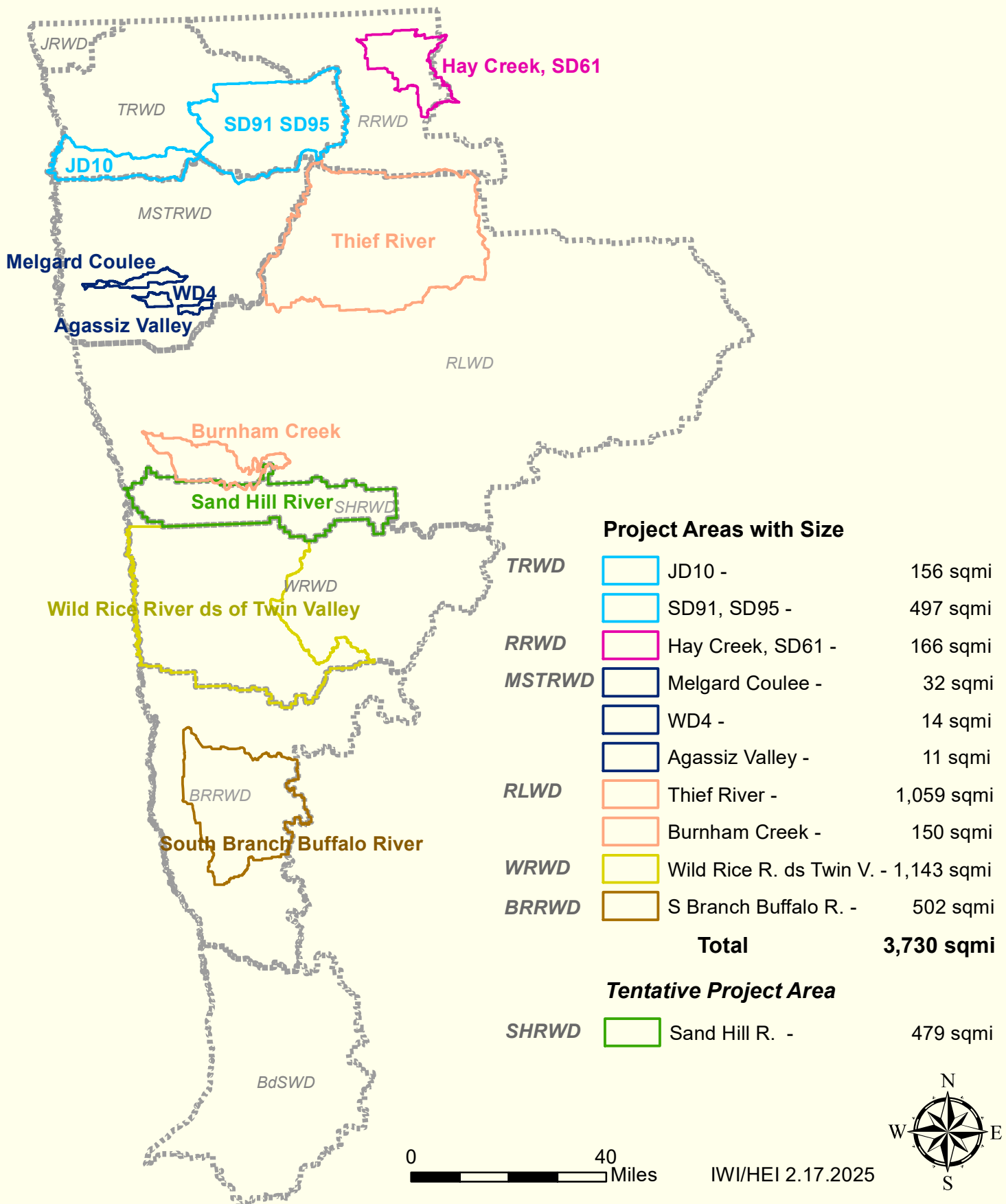
Tony A. Nordby
License No. 51392

Date: 3-11-2025

OPINION OF PROBABLE COST
HUOT STREAMBANK STABILIZATION PROJECT
SECTION 33, LOUISVILLE TOWNSHIP, RED LAKE COUNTY, MN
RED LAKE WATERSHED DISTRICT
3/11/2025

Item No.	Item	Unit	Quantity	Unit Price	Total Costs
2021.501	MOBILIZATION	LUMP SUM	1	\$ 30,000.00	\$ 30,000.00
2106.507	EXCAVATION - COMMON (P)	C.Y.	11,067	\$ 12.00	\$ 132,804.00
2123.510	1.0 CU. YD. SHOVEL	HOUR	10	\$ 200.00	\$ 2,000.00
2511.507	RANDOM RIPRAP CLASS III	C.Y.	150	\$ 125.00	\$ 18,750.00
2573.501	STABILIZED CONSTRUCTION EXIT	LUMP SUM	1	\$ 1,500.00	\$ 1,500.00
2573.503	FLOATATION SILT CURTAIN TYPE MOVING WATER	LIN. FT.	1,200	\$ 15.00	\$ 18,000.00
2573.503	SEDIMENT CONTROL LOG TYPE STRAW	LIN. FT.	2,300	\$ 4.50	\$ 10,350.00
2574.508	FERTILIZER, TYPE 3	POUND	840	\$ 1.00	\$ 840.00
2575.504	ROLLED EROSION PREVENTION CATEGORY 35	SQ. YD.	16,048	\$ 4.50	\$ 72,216.00
2575.505	SEEDING	ACRE	4.2	\$ 1,000.00	\$ 4,200.00
2575.508	SEED MIXTURE 21-111	POUND	105	\$ 4.00	\$ 420.00
2575.508	SEED MIXTURE 25-121	POUND	250	\$ 20.00	\$ 5,000.00
2575.508	SEED MIXTURE 34-261	POUND	3.6	\$ 50.00	\$ 180.00
2577.601	TOE - WOOD DEBRIS	C.Y.	1,622	\$ 130.00	\$ 210,860.00
2577.601	SOD MAT	S.Y.	556	\$ 35.00	\$ 19,460.00
TOTAL CONSTRUCTION COST					\$ 526,580.00

Rural Flood Mapping - Potential Project Areas



0 40 Miles

IWI/HEI 2.17.2025



DITCH SYSTEMS WITH MILES AND BENEFITTED AMOUNT

Pjt.#	Project Name	Miles	Benefitted Amt.	2025 Levy	2024 Levy	2023 Levy	2022 Levy	2021 Levy	2020 Levy	
2	Red Lake River	18.88	499,041.89	0.00	0.00	0.00	0.00	0.00	0.00	
3	Clearwater River	38.24	785,009.28	0.00	0.00	0.00	0.00	0.00	0.00	
4	Lost River	23.32	971,366.00	0.00	0.00	0.00	0.00	0.00	0.00	
5	RLWD Ditch No. 1	4.00	160,795.00	2,000.00	2,000.00	2,000.00	2,000.00	8,000.00	3,000.00	
7	RLWD Ditch No. 3	4.98	136,168.80	4,000.00	3,000.00	0.00	0.00	3,000.00	5,000.00	
14	State Ditch 83	23.36	2,021,594.35	50,000.00	50,000.00	50,000.00	50,000.00	0.00	50,000.00	
20	RLWD Ditch No. 7	12.27	678,637.31	9,000.00	7,000.00	7,000.00	7,000.00	3,000.00	6,000.00	
35	Pine Lake Maintenance		75,835.00	10,000.00	10,000.00	10,000.00	7,000.00	7,000.00	7,000.00	
36	RLWD Ditch No. 8	2.01	79,031.00	2,000.00	2,000.00	2,000.00	2,000.00	1,000.00	0.00	
39	RLWD Ditch No. 9	1.00	681,350.00	1,000.00	1,000.00	1,000.00	1,000.00	2,000.00	1,000.00	
41	JD 72	14.51	103,884.00			0.00	0.00	9,000.00	9,000.00	
41A	JD No. 100 Redetermined			0.00	0.00					
41B	JD No 101 Redetermined			0.00	0.00					
41AA	RLWD Ditch No. 100		495,116.01	5,000.00	5,000.00	5,000.00				
41BB	RLWD Ditch No. 101		441,940.95	2,500.00	5,000.00	5,000.00				
43B	Burnham Creek	14.43	3,130,346.00	40,000.00	20,000.00	20,000.00	20,000.00	20,000.00	15,000.00	
45	Wild Rice Allocation		28,111.60	5,000.00	2,000.00	1,000.00	1,000.00	0.00	2,000.00	
48	JD 2 Br. A & Br. 1 of A	5.44	180,207.00	5,000.00	5,000.00	5,000.00	5,000.00	1,000.00	1,000.00	
49	JD 2 B & C	5.52	122,259.00	2,000.00	1,000.00	0.00	0.00	2,000.00	2,000.00	
51	Main JD2-Eck Petition	1.60	463,785.00	2,000.00	0.00	0.00	0.00	0.00	0.00	
53	Krostue Petition	1.70	126,166.00	5,000.00	5,000.00	5,000.00	15,000.00	3,500.00	3,500.00	
101	JD 4	5.39	14,244.50	0.00	0.00	0.00	0.00	0.00	0.00	
102	JD 5 (4 Legged Lake)	2.72	11,947.60	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	2,200.00	
103	County Ditch 1	5.50	80,070.00	0.00	0.00	0.00	0.00	0.00	0.00	Subject to abandonment
109	Arveson Petition	2.20	98,450.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	2,500.00	
113	Winsor-Hangaard	13.90	482,998.00	8,000.00	0.00	0.00	0.00	0.00	5,000.00	
115	Equality/RLWD Dt. 1	2.95	83,610.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	4,000.00	
117	Kenneth Johnson Pet.	2.58	213,095.00	2,500.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	
119	Polk Co. Dts Improv.	13.42	973,484.00	15,000.00	15,000.00	15,000.00	15,000.00	10,000.00	8,000.00	
122	Challenger Ditch	0.44	335,616.95	1,000.00	0.00	0.00	1,000.00	2,000.00	1,000.00	
123	Scott Baatz Petition	1.47	86,875.00	1,400.00	1,400.00	1,000.00	1,000.00	1,000.00	1,000.00	
134	Polk Co. Dt. 63	2.91	189,773.15	5,000.00	0.00	0.00	0.00	0.00	3,000.00	
135	Polk Co. Dt. 33	4.42	390,220.60	3,000.00	0.00	0.00	1,000.00	3,000.00	5,000.00	
161	RLWD Ditch No. 10	4.59	217,391.36	0.00	0.00	0.00	2,500.00	2,500.00	2,500.00	
166	RLWD Ditch No. 11	6.36	1,349,648.70	6,000.00	4,000.00	0.00	0.00	0.00	0.00	
169	RLWD Ditch No. 12	17.34	1,935,546.48	10,000.00	10,000.00	10,000.00	10,000.00	20,000.00	15,000.00	
170A	RLWD Ditch No. 13	2.04	186,677.00	2,000.00	2,000.00	2,000.00	2,000.00	2,000.00	1,000.00	
171	RLWD Ditch No. 14	4.42	1,014,311.08	13,000.00	10,000.00	10,000.00	5,000.00	7,000.00	5,000.00	
171A	TRF FDR Proj.	1.84	700,000.00	5,000.00	3,000.00	3,000.00	1,000.00	1,000.00	1,000.00	WMD
175	RLWD Ditch No. 15	13.26	5,488,251.49	10,000.00	0.00	0.00	0.00			
176A	Black Rvr Diversion Ditches	13.00	75,000.00	20,000.00	10,000.00	10,000.00				WMD
177	RLWD Ditch No. 16	9.20	3,541,780.35	0.00	0.00	0.00				
178A	TRF Westside Diversion Ditch	4.38	500,000.00	20,000.00	20,000.00	20,000.00				WMB
179	Improv. To Po. Co. #39			0.00		0.00				Litigation
	TOTALS	279.01	29,149,635.45	275,100.00	204,100.00	194,700.00	159,200.00	118,700.00	162,700.00	

Pjt.#	Project Name	Miles	Benefitted Amt.	2025 Levy	Year Benefits Determined	Total Acres	ROW
2	Red Lake River	18.88	\$ 499,041.89	\$ -	1964	67,873.38	
3	Clearwater River	38.24	\$ 785,009.28	\$ -	1965	102,615.77	
4	Lost River	23.32	\$ 971,366.00	\$ -	1960	101,000	
5	RLWD Ditch No. 1	4	\$ 160,795.00	\$ 2,000.00	1975	3,133.83	Y
7	RLWD Ditch No. 3	4.98	\$ 136,168.80	\$ 4,000.00	1982	2,307.36	Y
14	State Ditch 83	23.36	\$ 2,021,594.35	\$ 50,000.00	1986	38,108.72	Y
20	RLWD Ditch No. 7	12.27	\$682,137.31	\$ 9,000.00	1979		Y
35	Pine Lake Maintenance	0	\$ 75,835.00	\$ 10,000.00	1981	75,835	N
36	RLWD Ditch No. 8	2.01	\$ 79,031.00	\$ 2,000.00	2009	1,005	Y
39	RLWD Ditch No. 9	1	\$ 681,350.00	\$ 1,000.00	1983	7,287.11	
41	JD 72	14.51	\$ 103,884.00	\$ -			
41A	JD No. 100 Redetermined	0	\$ -	\$ -			
41B	JD No 101 Redetermined	0	\$ -	\$ -			
41AA	RLWD Ditch No. 100	0	\$ 495,116.01	\$ 5,000.00	2021		
41BB	RLWD Ditch No. 101	0	\$ 441,940.95	\$ 2,500.00	2021		
43B	Burnham Creek	14.43	\$ 3,130,346.00	\$ 40,000.00	1988	100,795.40	Y
45	Wild Rice Allocation	0	\$ 28,111.60	\$ 5,000.00	1988	2811.16	N
48	JD 2 Br. A & Br. 1 of A	5.44	\$ 180,207.00	\$ 5,000.00	1984	5,050.74	Y
49	JD 2 B & C	5.52	\$ 122,259.00	\$ 2,000.00	1984	3,041.87	Y
51	Main JD2-Eck Petition	1.6	\$ 463,785.00	\$ 2,000.00	1988	61,613.61	Y
53	Krostue Petition	1.7	\$ 126,166.00	\$ 5,000.00	1986	980	Y
101	JD 4	5.39	\$ 14,244.50	\$ -			
102	JD 5 (4 Legged Lake)	2.72	\$ 11,947.60	\$ 2,200.00	1921		
103	County Ditch 1	5.5	\$ 80,070.00	\$ -			
109	Arveson Petition	2.2	\$ 98,450.00	\$ 2,500.00	1994	2,331	Y
113	Winsor-Hangaard	13.9	\$ 482,998.00	\$ 8,000.00	1995	9,856	Y
115	Equality/RLWD Dt. 1	2.95	\$ 83,610.00	\$ 4,000.00	1995	1,274	Y
117	Kenneth Johnson Pet.	2.58	\$ 213,095.00	\$ 2,500.00	1995	1,918	Y
119	Polk Co. Dts Improv.	13.42	\$ 973,484.00	\$ 15,000.00	1995	8,298	Y
122	Challenger Ditch	0.44	\$ 335,616.95	\$ 1,000.00	1997	408	Y
123	Scott Baatz Petition	1.47	\$ 86,875.00	\$ 1,400.00	1996	570	Y
134	Polk Co. Dt. 63	2.91	\$ 189,773.15	\$ 5,000.00	1999	2,759.72	Y
135	Polk Co. Dt. 33	4.42	\$ 390,220.60	\$ 3,000.00	1998	3,547.46	Y
161	RLWD Ditch No. 10	4.59	\$ 217,391.36	\$ -	2004	2,124.20	Y
166	RLWD Ditch No. 11	6.36	\$ 1,349,648.70	\$ 6,000.00	2007	8,822.91	Y

Direct acres benefit,
does not include county ditch outlet benefit

169	RLWD Ditch No. 12	17.34	\$ 1,935,546.48	\$ 10,000.00	2008	9,135.56	Y
170A	RLWD Ditch No. 13	2.04	\$ 186,677.00	\$ 2,000.00	2011	1,450.49	Y
171	RLWD Ditch No. 14	4.42	\$ 1,014,311.08	\$ 13,000.00	2011	2,734.17	Y
171A	TRF FDR Proj.	1.84	\$ 700,000.00	\$ 5,000.00	2011		
175	RLWD Ditch No. 15	13.26	\$ 5,488,251.49	\$ 10,000.00	2013	51,648.04	Y
176A	Black Rvr Diversion Ditches	13	\$ 75,000.00	\$ 20,000.00	2019	9,750.62	Y
177	RLWD Ditch No. 16	9.2	\$ 3,541,780.35	\$ -	2019	11,470.23	Y
178A	TRF Westside Diversion Ditch	4.38	\$ 500,000.00	\$ 20,000.00	2019	8,880.70	Y
179	Improv. To Po. Co. #39	0	\$ -	\$ -			
0	TOTALS	279.01	\$29,149,635.45	\$ 275,100.00			
0	0	0	\$ -	\$ -			



FEBRUARY 28, 2025 POTENTIAL MINNESOTA RED RIVER BASIN CULVERT INVENTORY

Background: In the Fall of 2024 the Red River Watershed Management Board (RRWMB) and its Budget and Finance Committee held discussions related to a proposal by a member watershed district to fund a local culvert inventory. As a result of these discussions, the RRWMB submitted a Notice of Interest (NOI) form to Minnesota Homeland Security and Emergency Management (HSEM) and the Federal Emergency Management Agency (FEMA) in October 2024 to conduct a culvert inventory for the Red River Basin (RRB) of Minnesota.

Possible Cost: The RRWMB indicated that the RRB culvert inventory could cost up to \$3 million, and this amount was included in the NOI.

Current Status: On February 26, 2025, Minnesota HSEM invited the RRWMB to apply for funding through a FY24 BRIC Grant for the RRB Culvert Inventory. The RRWMB Managers will discuss potentially applying for the Grant at the March 18, 2025 regular meeting.

Application Deadline: The application must be submitted to HSEM on March 28, 2025. Once HSEM reviews the application, it will be submitted to FEMA for further review. It will be several months before we know the status of the application and if it will be accepted by HSEM/FEMA.

Required Local Match: HSEM has indicated that the required match will be 25 percent.

Inventory Purpose: The Culvert Inventory will update culvert-related information collected previously by watershed districts. The Culvert Inventory will be useful for culvert sizing and design and permitting and provide insights about areas within the RRB where culvert sizing could reduce downstream flooding.

Implementing Culvert Sizing Technical Guidance: Watershed Districts will be able to strategically implement the Flood Damage Reduction Works Group's (FDRWG) Technical and Scientific Advisory Committee (TSAC) Paper 15 related to Culvert Sizing for Flood Damage Reduction. In addition, the FDRWG's TSAC Paper 11 specifically lists culvert sizing as a method to increase temporary flood storage. Without the updated Culvert Inventory, local government will have limited information to base policy and technical decisions on.

Relation to RRB Rural Flood Mapping Effort: The Culvert Inventory will greatly enhance efforts to develop a more accurate hydro-conditioned digital elevation model for the RRB. The information can also be used to update the Watershed Hydrology Report Tool and to further the development and completion of LiDAR-derived products at the Online Map Portal of the International Water Institute (www.iwinst.org).

Relation to State of Minnesota Goals: This effort is related to the MN State Hazard Mitigation Plan 2024 through the following Goals:

- **Goal 1:** Identify hazard mitigation opportunities and assist the State of Minnesota and communities in the development of cost-effective and technically feasible mitigation projects.
- **Goal 2:** Identify risks resulting from inadequate infrastructure and begin the identification of funding sources utilizing a whole-of-government approach across all federal and state agencies for local hazard mitigation initiatives.

Data Management and the Process:

1. **How will Information be Accessed?** Data will probably be similar to the LiDAR project where participants received the data on portable hard drives. The IWI Online Map Portal could be a possible location to host, maintain, and update the data (funding required).
2. **Will Data be Compiled Into a Database With a GIS Interface?** Yes, that is the plan at this time. Data will be available as GIS shapefiles.
3. **Could the Culvert Inventory be Updated as Culvert Size is Modified?** Yes. A process will need to be developed where watershed districts and counties can provide updated data quarterly or two times per year or some other timeframe to be loaded into the system.
4. **Would There be a Limit to What Culverts (Cover Major, Centerline Culverts, or all Culverts) are Inventoried?** To be determined. More discussion will be held about the inventory process, data collection methods, data collected, types of culverts inventoried, and related items.
5. **How Will Costs be Determined?** Costs will be based on a per/square mile dollar amount.

Request for Proposals (RFP): If awarded the grant, it is unknown at this time if the RRWMB needs to develop and distribute an RFP to solicit bids to conduct the Culvert Inventory, develop GIS products, and store/maintain the data.

Unknown Factors: More information will be forthcoming but presently, there are several unknown factors including but not limited to the following:

- If the grant application will be successful based on the current situation at the federal level.
- Amount that will be awarded, which will affect the amount of the local match.
- Final cost/mile².
- RFP requirements.
- Other unidentified factors.

Contact Information:

Robert L. Sip
RRWMB Executive Director
Rob.sip@rrwmb.us
218-474-1084 (Cell)

[Insert Your Organization Letterhead]

Legislative-Citizen Commission on Minnesota Resources
100 Rev. Dr. Marthin Luther King Jr. Blvd
State office Building, Room 65
St. Paul, Minnesota 55155

LCCMR:

On behalf of [Insert Organization] we offer our support for the proposal “Partnership for Resilient Landscapes” submitted by Pheasants Forever to the Legislative-Citizen Commission. [Organization Name] recognizes that a continual increase in habitat fragmentation will result in a less resilient landscape and will lead to further terrestrial plant and animal species decline.

By utilizing the existing and future field staff to offer landowners technical assistance on cost-effective and proven habitat restoration programs and strategies within core focal areas of Minnesota, a more resilient landscape can be achieved. Utilizing state and federal programs to enroll 20,000 acres of permanent habitat will be one giant leap towards a more resilient Minnesota. Working with 100,000 acres of limited-term conservation programs such as cover crop contracts, soil health practices, CRP, CSP, EQIP and other programs implemented within key areas will aid in creating corridors of land resiliency.

Resiliency is important to [Insert Organization] and the entire state of Minnesota. It is with this focus on supporting landowners to make the best choice for their land within priority focus areas that [Insert Organization] supports Pheasants Forever’s Partnership for Resilient Landscapes Proposal. We know that when this proposal is complete, Minnesota will be one step closer to a healthy and diverse environment for our terrestrial wildlife and plants.

[If you wish, insert a short statement about your organization and their mission or a time our organizations have partnered with each other]



Red River Basin Riparian Habitat Program

Red River Watershed Management Board with MN Board of Water and Soil Resources

Funded by the Lessard-Sams Outdoor Heritage Council (MN Clean Water, Land and Legacy Amendment)

Red River Basin Riparian Habitat Program

- **Introductions**
- **Program Overview**
- **Application Logistics**
- **Easement Development**
- **Kick-off Information**
- **Questions**

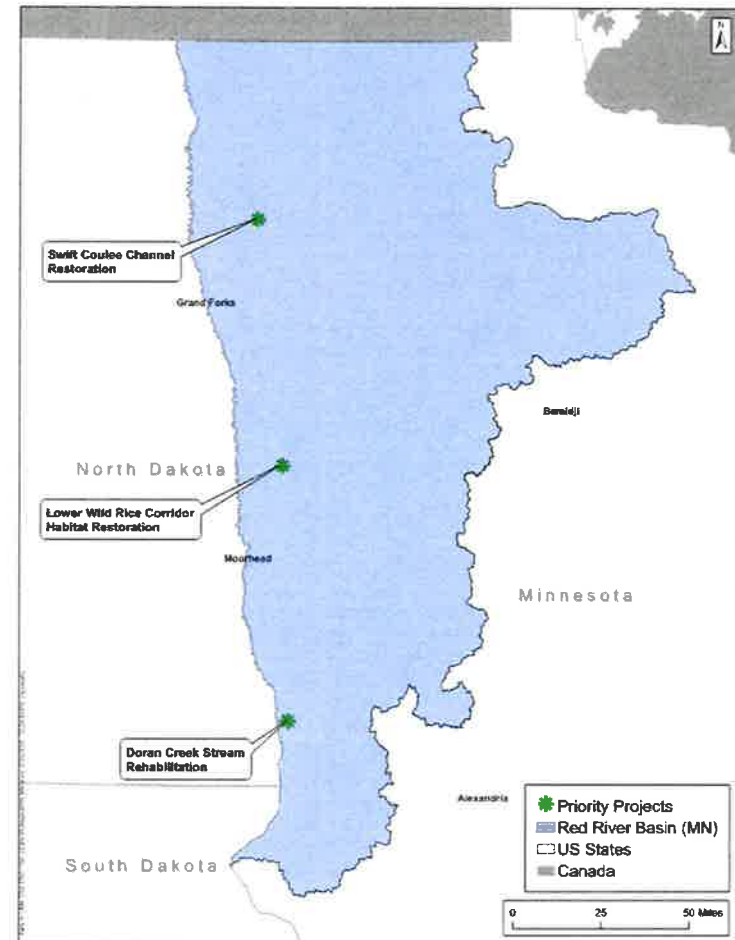
Red River Basin Riparian Habitat Program – Overview

Program Goal

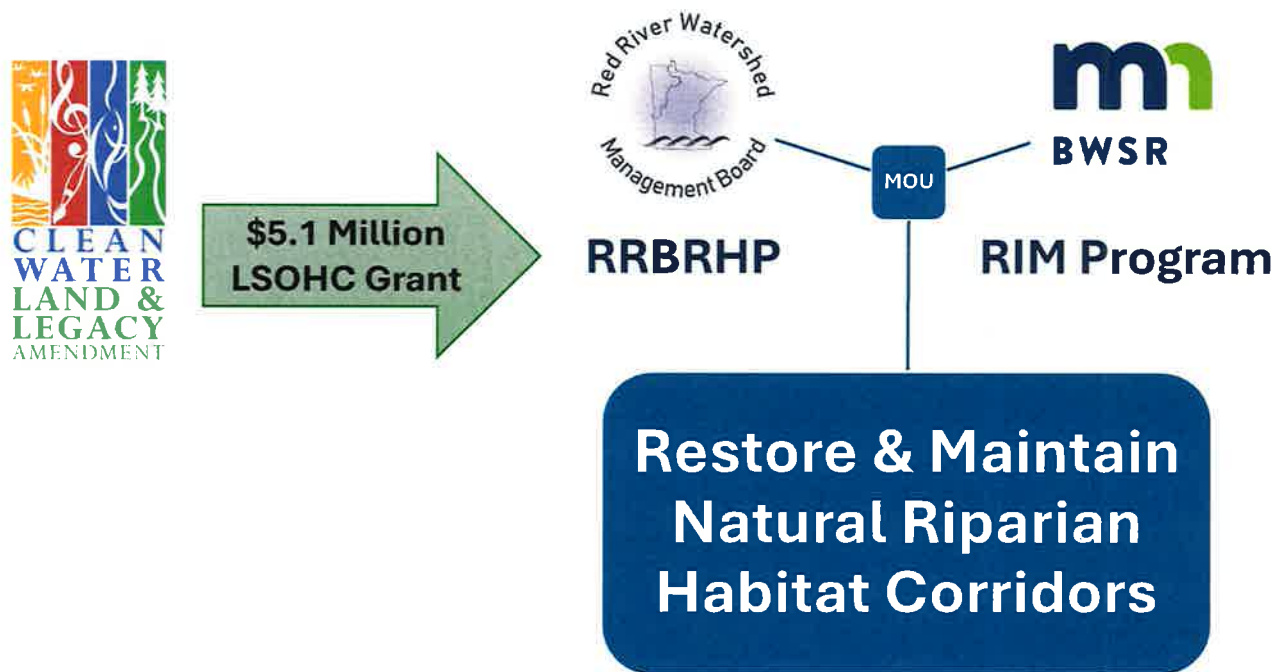
Permanently protect, restore, and enhance riparian habitat along priority stream reaches within the Red River Basin.

Current Priority Projects

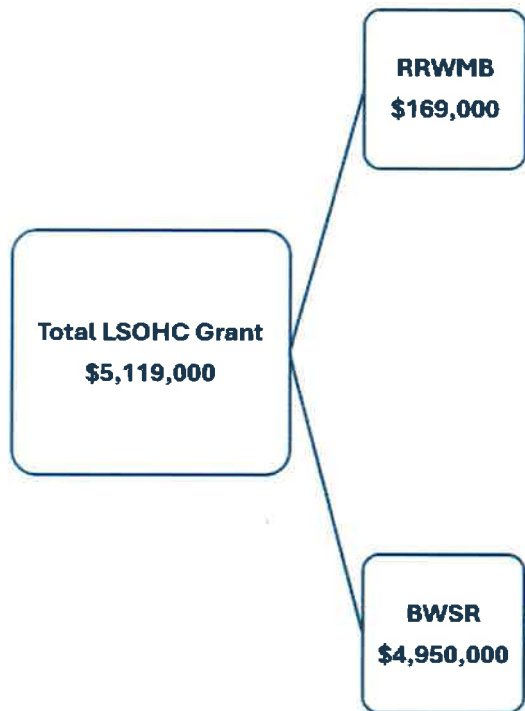
Swift Coulee Channel Restoration
Lower Wild Rice Corridor Habitat Restoration
Doran Creek Stream Rehabilitation



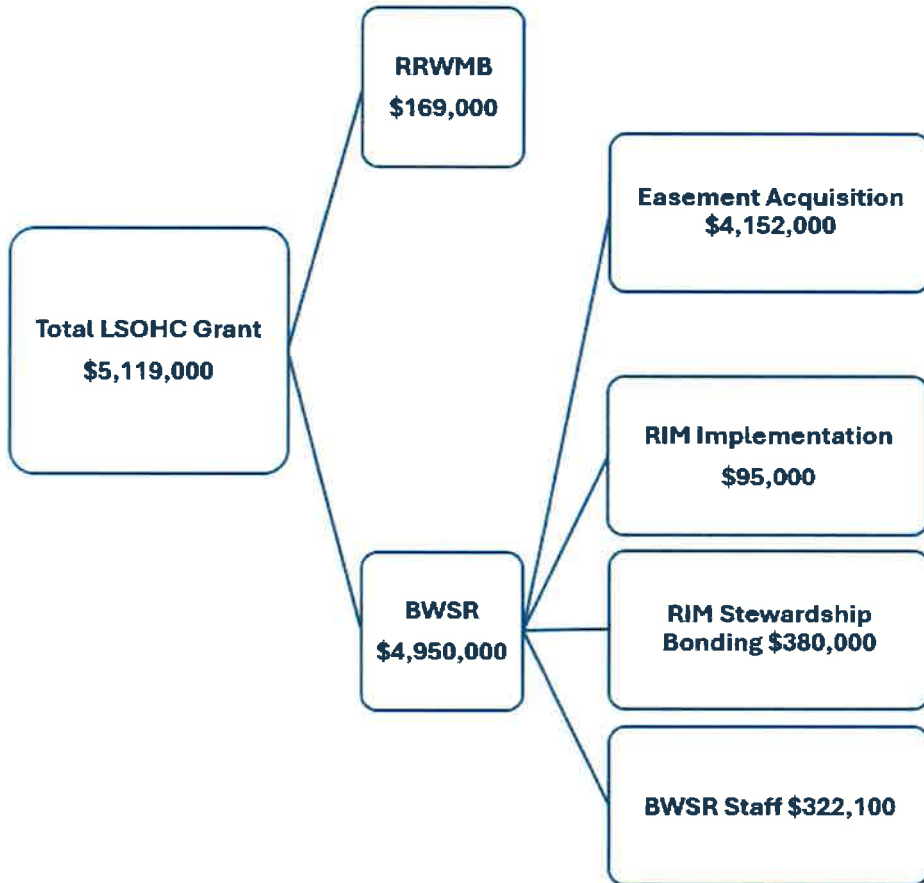
Red River Basin Riparian Habitat Program – Overview



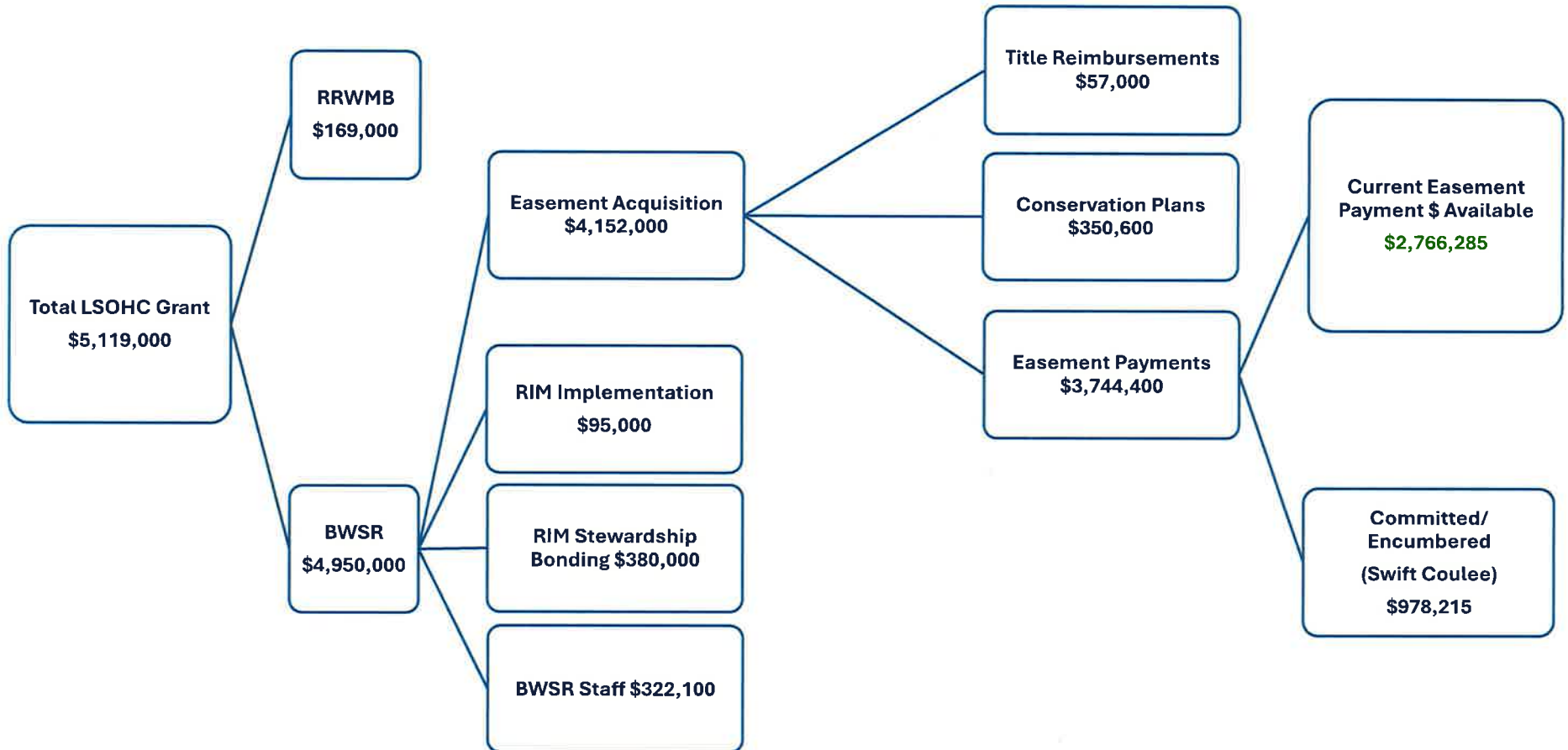
Red River Basin Riparian Habitat Program – Overview



Red River Basin Riparian Habitat Program – Overview



Red River Basin Riparian Habitat Program – Overview



Red River Basin Riparian Habitat Program – Implementation

■ Current Priority Project Areas in RRB

- “Pre-approved” corridors
 - See example: Doran Creek Rehabilitation Project Corridor

■ Other Project Areas in RRB

- Require corridor approval (review by RRWMB/BWSR)



Red River Basin Riparian Habitat Program – Application Logistics

1

WDs work with landowners to submit RRBRHP Application and Prioritization Request

▪ RRBRHP Application



**RED RIVER BASIN
RIPARIAN HABITAT PROGRAM
APPLICATION FOR CONSIDERATION**

Date Received (Office Use Only) _____

Section A. Applicant Information

Applicant Name: _____

Spouse or Co-Owners Name: _____

Applicant Email Address: _____

Applicant Address: _____

Applicant Daytime Phone Number: _____ Mobile Number: _____

Section B. Parcel Information

1 Legal Description: Township _____ Range _____ Section _____ ¼

2 Attached Map showing parcel for consideration (Maps may be obtained from the Watershed District Office).

- Is a map attached to this application? Yes No
- Is the offered parcel accessible from a public road or ROW? Yes No

3 Is the land currently free from all state and federal conservation programs? Yes No

If no, list programs: _____

▪ RRBRHP – Prioritization Request

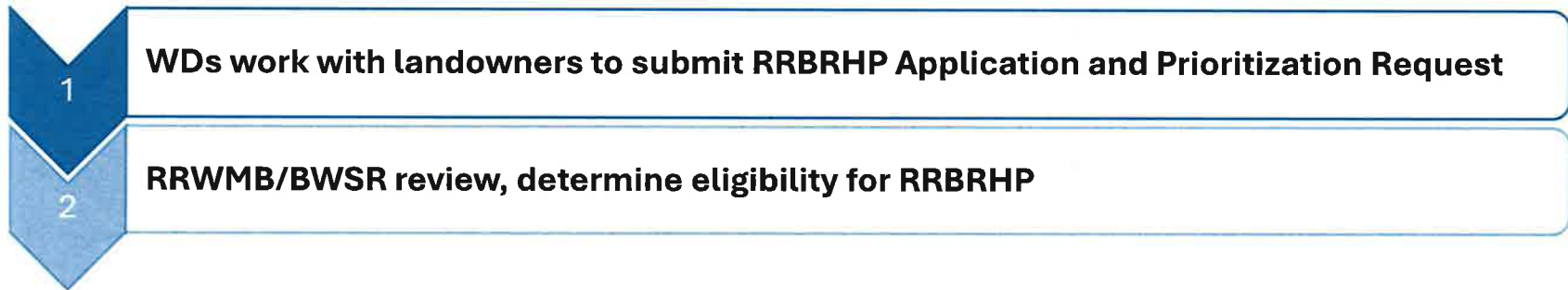


**Red River Basin Riparian Habitat Program - Phase I
RRWMB with MN BWSR and LSOHC
Prioritization Request**

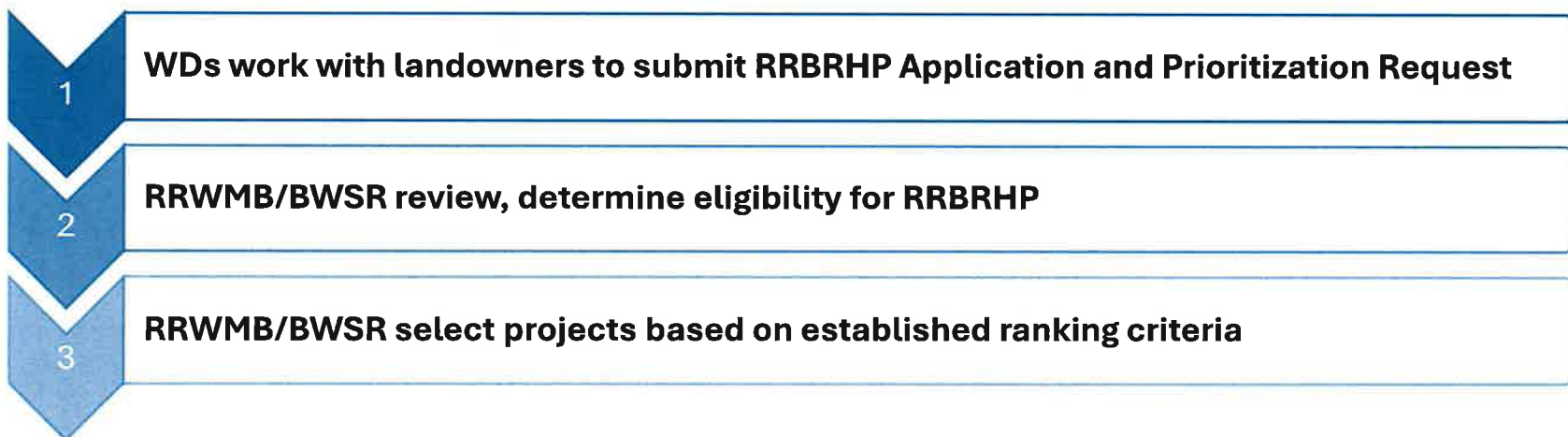


Landowner Name: _____	
Watershed District/SWCD: _____	
Section, Township, Range: _____	
Please select ONE answer/checkbox per question.	
1	<p>Is the offered area within the Red River Basin Priority Reach or a BWSR Pre-approved corridor? *If no, please return application form and contact your watershed district for corridor approval.</p> <p style="text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If so, list name of riparian project corridor: _____</p>
2	<p>Does the offered area meet or exceed all portions of the parcel that are identified within the Proposed Habitat Project?</p> <p style="text-align: right;"><input type="checkbox"/> Yes <input type="checkbox"/> No</p>
3	Proximity to habitat that is currently, or is expected to be, permanently protected

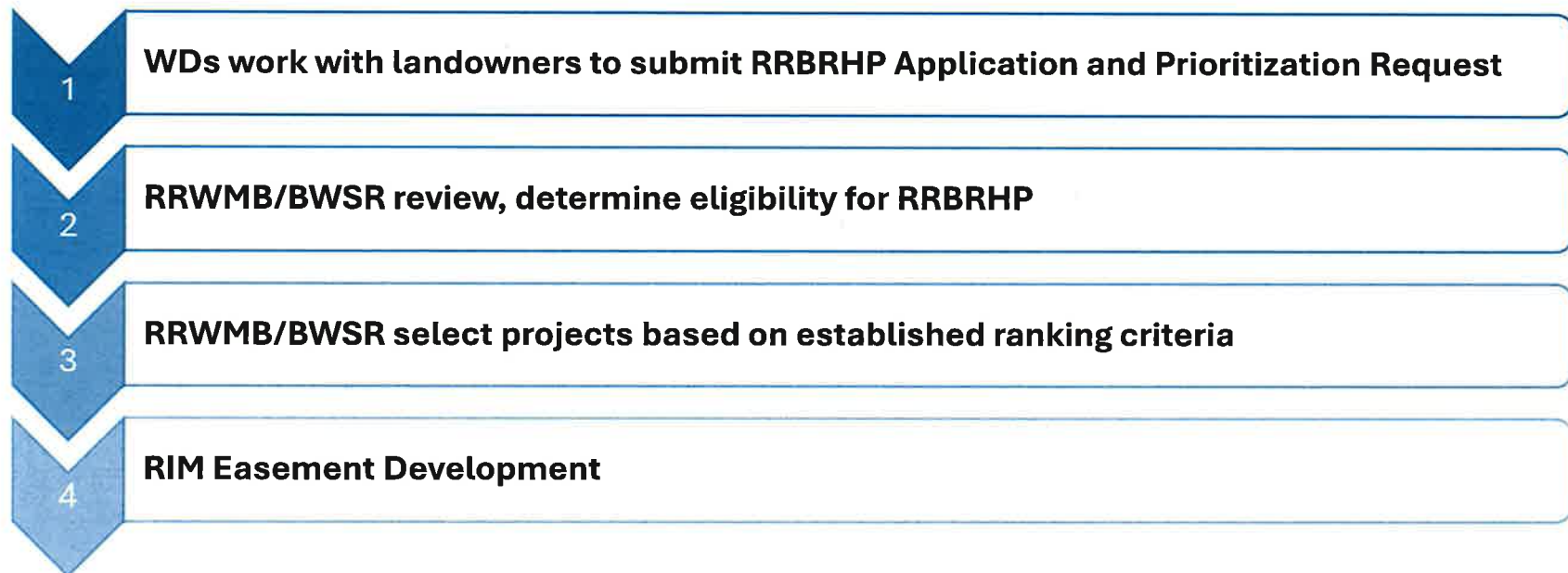
Red River Basin Riparian Habitat Program – Application Logistics



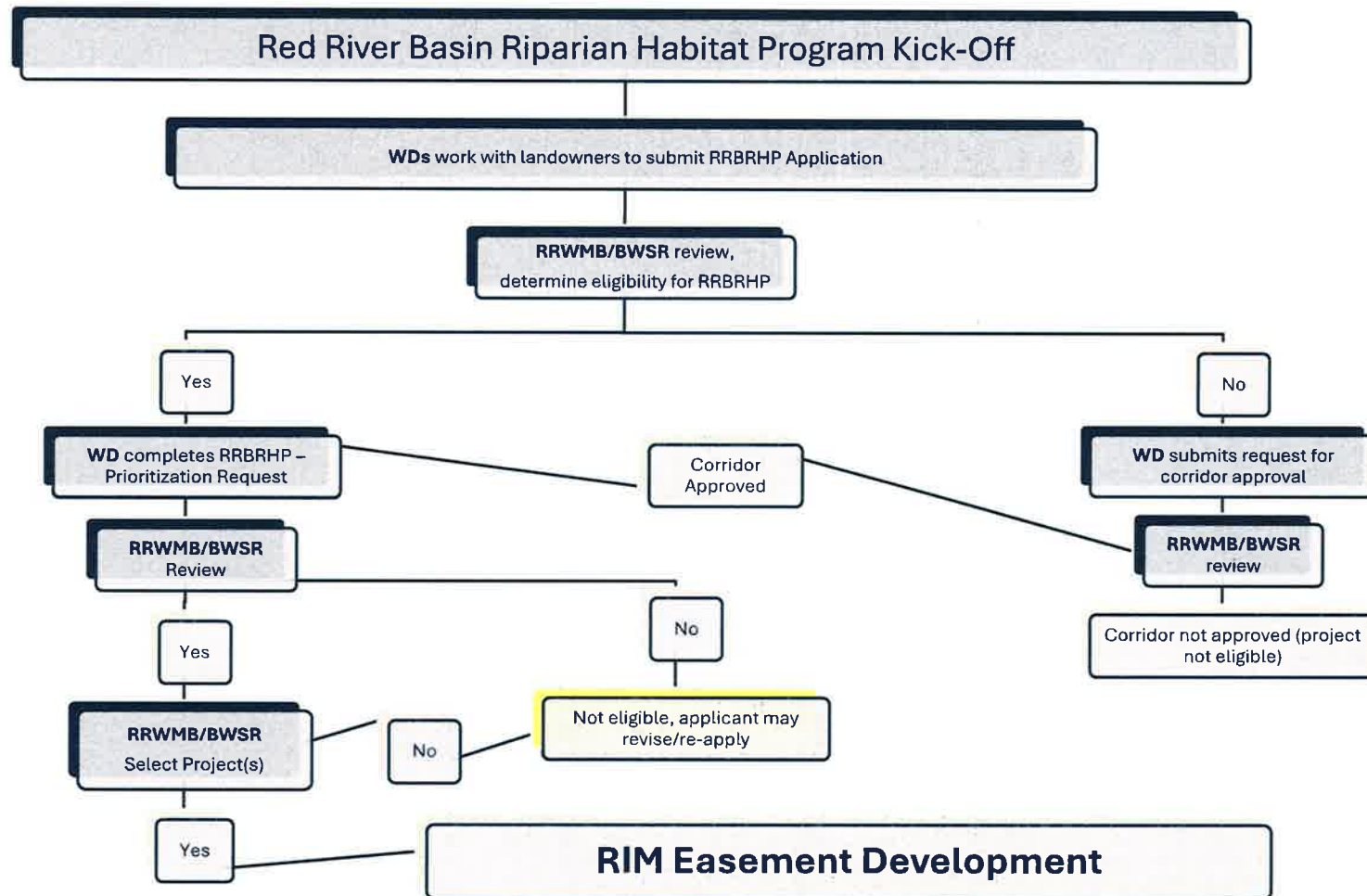
Red River Basin Riparian Habitat Program – Application Logistics



Red River Basin Riparian Habitat Program – Application Logistics



Red River Basin Riparian Habitat Program – Application Logistics



Red River Basin Riparian Habitat Program – Easement Development

- Conservation Easement Acquisition Checklist
 - Some Additional checkpoints for RRRBHP

Landowner Name: _____ Easement ID #: _____
 Water Code #: _____ Application ID #: _____

SWCD CHECKLIST Conservation Easement Acquisition Part I

Application Package:	
____ Application	____ Copy of Current Deed(s)
____ Aerial Photo(s)/Map(s)	____ Trust or Partnership Documents*
____ GIS Shapefile	____ LLC Documents/Meeting Minutes*
____ Easement Area Assessment Form	____ Agreement Information Form (AIF)
____ CERFW	____ W-9 for Easement Payee (not co-payees)
____ Parcel Report(s)*	____ Scoresheet*

**Submit when applicable*

Application Stage

1) Date _____ Local prioritization completed (RRWMB sends eligibility notice)

Additional steps for RRRBHP

1.1 RRWMB provides acreage, boundary, and payment
 1.2 WD provides Supplemental Easement; Estimated payment
 1.3 Landowner and WD agree into Option to Purchase Supplemental Easement and Payment made (if applicable)

2) Date _____ Application Package completed

3) Date _____ Upload or mail entire Application Package to BWSR for review and funding approval

4) Date _____ BWSR notification of funding status

Approved by BWSR for funding _____ Not approved by BWSR for funding _____

If the application is not funded, stop here. Date landowner notified of the action: _____

Agreement Stage

4) Date _____ Revised shapefile received from BWSR (if applicable)

Additional steps for RRRBHP

4.1 RRWMB/WD to review boundary/acreage and payment
 4.2 If applicable, WD to provide updated Supplemental Easement payment amount

5) Date _____ Landowner approval of new acreage, boundary, and payment (if applicable)

6) Date _____ Revised application documents submitted to BWSR (if applicable)

7) Date _____ BWSR offer approval letter delivered to FSA office (CREP only)

8) Date _____ Cultural Resources – MN-CPA-048/NRCS-CPA-52 (CREP only)

MN-CPA-048 uploaded to SharePoint _____ MN-CPA-048 to SHPO/CHPO _____

MN-CPA-048 & NRCS-CPA-52 to FSA _____ SHPO/THPO response _____

9) Date _____ CRP CPO completed (CREP only)

10) Date _____ CRP-1 approved and uploaded (CREP only). CRP contract number: _____

11) Date _____ Agreement documents received from BWSR

2) Date _____ Sent by certified mail to BWSR (see instructions from letter):

____ Original, recorded easement document

____ Original title insurance policy

____ Easement ID # _____
 ____ Application ID # _____

SWCD CHECKLIST Conservation Easement Acquisition Part II

Title Commitment Package:	
____ Title Insurance Commitment	
____ Copies of Recorded Exception Docs (Review B-3)	
____ Copy of Signed Mortgage Subordination (if applicable)	

Received updated property abstract from the landowner (if applicable)
 Received title insurance commitment from title insurance agent
 Received title insurance commitment (should be within 14 days of request)
 Received copies of recorded documents listed as Schedule B exceptions and
 signed subordination and easement forms, when applicable
 Prepared conservation plan package (do not have landowner sign yet)

Package for consistency between WD project and BWSR. Provide
 in (if needed)

Title commitment package and conservation plan package sent to
swcd@state.mn.us in one email (components listed on top of page)
 Did not send originals of signed mortgage subordination documents
 Received easement with attached legal description and exhibit(s) from
 FSR. Date landowner contacted for signature: _____

Notarized landowner signature(s) obtained on easement document and
 following completed:

Conservation plan information, including construction and planting/seedling
 plan, reviewed with the landowner(s) and the principal landowner signed
 the plan (should be the same date as the signature of the easement)

URS 10000 Information Forms completed and signed by the landowners
 (when applicable)

Verified that any environmental problems have been resolved
 easement, attachments, and exhibits recorded by title agent and final title
 policy requested

Title agent must complete a courthouse search (gas check) for recent
 transactions prior to recording easement document

Recorded easement and final title insurance policy received

Recorded, payment made to landowner

Red River Basin Riparian Habitat Program – Kick-Off Information

- **RRWMB to provide program materials for distribution**
 - RRBRHP Fact Sheet
 - Red River Basin Riparian Habitat Program Application Form
 - Prioritization Request Form

- Applications are Open Now – Forms Will be Sent Following the Meeting

Red River Basin Riparian Habitat Program

▪ Questions

Thank You



**RED RIVER BASIN
RIPARIAN HABITAT PROGRAM
APPLICATION FOR CONSIDERATION**

Date Received (Office Use Only) _____

Section A. Applicant Information

Applicant Name: _____

Spouse or Co-Owners Name: _____

Applicant Email Address: _____

Applicant Address: _____

Applicant Daytime Phone Number: _____ Mobile Number: _____

Section B. Parcel Information

1. Legal Description: Township _____ Range _____ Section _____ 1/4
2. Attached Map showing parcel for consideration (*Maps may be obtained from the Watershed District Office*).
 - Is a map attached to this application? Yes No
 - Is the offered parcel accessible from a public road or ROW? Yes No
3. Is the land currently free from all state and federal conservation programs? Yes No
If no, list programs: _____
4. To the best of your knowledge, are there any of the following recorded at the courthouse?
(*please check all that apply, and explain*):
 - Judgments: _____
 - Liens: _____
 - Mortgages: _____
 - Assessments: _____

Section 3. Terms and Conditions: The purpose of this application is to authorize the collection of the information necessary to make a preliminary determination of eligibility and approximate compensation for the land you are considering enrolling in this program. This application is not a binding contract on either party. By signing this application, the landowner(s) agree to grant the local Watershed District (Watershed) and local Soil and Water Conservation Districts (SWCD) representative(s) permission to visit the parcel and to provide other ownership documents requested by the Watershed or SWCD during this determination.

Applicant (Print): _____

Signature: _____ Date: _____



**Red River Basin Riparian Habitat Program - Phase I
RRWMB with MN BWSR and LSOHC
Prioritization Request**



Landowner Name:

Watershed District/SWCD:

Section, Township, Range:

Please select ONE answer/checkbox per question.

1 Is the offered area within the Red River Basin Priority Reach or a BWSR Pre-approved corridor? *If no, please return application form and contact your watershed district for corridor approval. Yes No
If so, list name of riparian project corridor: _____

2 Does the offered area meet or exceed all portions of the parcel that are identified within the Proposed Habitat Project? Yes No

3 Proximity to habitat that is currently, or is expected to be, permanently protected by RIM easement (contiguosness):
 Permanently protected habitat is adjacent on both ends of the offered area
 Permanently protected habitat is adjacent on one end of the offered area
 Permanently protected habitat is within 1/2 miles of the offered area
 None of the above

4 Is the offered area under an existing CRP contract? Yes No
If yes, please provide the following CRP contract information:
CRP practice _____
CRP Contract Expiration _____

5 Easement size
 >20 acres
 11-20 acres
 8-10 acres
 <8 acres

6 Will the offered parcel address water quality concerns for conventional pollutants (e.g., sediment, phosphorus, hydrology, bacteria, nitrogen)? Yes No

7 Will the project, as proposed, result in water storage (inundation) for durations that would periodically diminish the quality of habitat on the applied for parcel? Yes No

Streamline Feb 27th Recap - Red Lake Watershed District

From Taylor Gordon <taylor@getstreamline.com>

Date Thu 2/27/2025 3:57 PM

To Melissa Bushy <Melissa.Bushy@redlakewatershed.org>; Tammy Audette <tammy.audette@redlakewatershed.org>; Corey Hanson <Corey.Hanson@redlakewatershed.org>; Lindsey Deselich <lindsey.deselich@redlakewatershed.org>

Hi Melissa,

Here is a quick summary of our meeting:

Streamline - Red Lake Watershed District - Feb 27

Key Takeaways

- **Features:** Unlimited cloud storage, strong security, flexible content management.
- **Package:** Community Pro (\$350/month + \$2,500 migration).
- **Implementation:** 60-90 days, full support provided.
- **Next Steps:** RLWD to review and possibly present to the board on March 13th.

Topics

- ✓ **Security & Storage:** RLWD's site lacks security; Streamline offers AWS hosting, 99.95% uptime, and \$2M cyber insurance.
- ✓ **Content Migration:** Full migration with no downtime, easy-to-use CMS with compliance tracking.
- ✓ **Design & Customization:** More flexible layouts, dedicated designer.
- ✓ **Costs & Timeline:** \$350/month + \$2,500 migration; launch within 90 days.
- ✓ **Extra Features:** Email campaigns, calendars, forms, and social media sharing.

Next Steps & Action Items

- ◆ RLWD to compare vendors and prepare for the board meeting (March 13).
- ◆ Follow-up with Taylor on March 14.
- ◆ Review Streamline's security details and vendor quotes.

Thank you,

Taylor Gordon

Special District Manager

Direct Phone: (916) 313-7911

Email: taylor@getstreamline.com



Memorandum

To: CMSCWD Managers
From: Galowitz Olson, PLLC, Susannah Torseth, Esq.
Date: February 20, 2025
Re: Minnesota Web Content Accessibility Requirements

Background

- All US State and local governments are obligated to comply with Title II of the American with Disabilities Act.
- In April 2024, the Department of Justice issued a rule adopting a new technical standard for government websites and mobile applications called the Web Content Accessibility Guidelines 2.1 AA Standards (WCAG)¹.
- Public entities with populations under 50,000 and *special purpose districts* must comply with the updated WCAG standards by April 26, 2027.

WCAG Information/Requirements

- WCAG Standards are technical standards that address barriers to web access for individuals with vision, hearing, cognitive, and manual dexterity disabilities.
- WCAG has three grades for websites/mobile content accessibility: A (lowest), AA, and AAA (highest). The new standard requires AA level compliance.
- WCAG 2.1 has 13 guidelines organized under four principles: 1) Perceivable; 2) Operable; 3) Understandable; and 4) Robust.

Exceptions to WCAG Compliance

Exceptions to WCAG for government websites include:

- Archived web content.

¹ The prior version was the Web Content Accessibility Guidelines 2.0

- Preexisting conventional electronic documents not used to apply for, gain access to, or participate in the public entity's services or programs.
- Content posted by a third party, unless the third party has a contractual, licensing, or other arrangement with the agency.
- Preexisting social media posts².
- An agency may also request an exception to the standards from the chief information officer of the Minnesota Department of Information Technology Services³.

WCAG Enforcement/Penalties

Determining which entity enforces these standards has not been easy.

- Minnesota law states that failure to comply with a request for information by a person with disabilities in a manner consistent with state and federal laws prohibiting discrimination against persons with disabilities could result in a \$500 penalty per violation, with a max violation penalty of \$15,000.00 to any individual⁴.
- The Department of Justice may also impose penalties, but I was unable to verify what those penalties would be from a reliable source.

Recommendation:

Modifying the CMSCWD website to conform with WCAG will likely be complicated and expensive. A professional assessment of the website for compliance with WCAG 2.1 is not required by law, but it is prudent. Administrator Isensee was provided an assessment by the CMSCWD's current website host, but the Managers should ensure that this company is informed of the WCAG 2.1 requirements and exceptions.

Legal counsel recommends appointing a Manager or committee to work with Administrator Isensee to find a reputable company to: 1) conduct a review of the District's website; 2) provide a written analysis of the current status of the CMSCWD website; 3) provide a written explanation of actions that should be taken to bring the CMSCWD into compliance with WCAG 2.1, including a list of exceptions to WCAG that do not require website modification; and 4) provide an estimated cost.

² <https://www.ada.gov/resources/small-entity-compliance-guide/#1-archived-web-content>

³ Minnesota Statute Section 13E.03, subd. 10

⁴ Minnesota Statute Section 363A.42

**Minnesota Watersheds
Special Meeting
Friday, March 21, 2025**
Park Event Center
500 Division Street
Waite Park, Minnesota 56387

Member Meeting Materials

Enclosed are the following items:

1. Notice of Special Meeting
2. Delegate Appointment Form
3. Special Meeting Agenda
4. Memo regarding proposed changes to the resolutions and legislative priorities processes
5. Proposed Bylaws Changes

Please note that the Delegate Appointment Forms are **REQUIRED**. This is an in-person meeting. For the special meeting to be held, **a quorum of 43 delegates MUST be present**. Please return your Delegate Appointment Forms to Maddy Bohn at mnwatershed@gmail.com at your earliest convenience.

This packet has been distributed to administrators and managers via email. No paper copies of this packet will be sent via the U.S. Postal Service.

**We are looking forward to seeing you at this
special meeting of the membership!**

**PLEASE BRING THIS INFORMATION PACKET WITH YOU TO THE SPECIAL MEETING.
EXTRA COPIES WILL NOT BE AVAILABLE ON SITE. THANK YOU!!**